



BURTON, MICHIGAN

DRAFT

BURTON PARK AND RECREATION COMMISSION MEETING

JANUARY 14, 2015

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Council Representative Steven Heffner at 5:30 PM.

A. THE PLEDGE OF ALLEGIANCE WAS LED BY BOB WILSON

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Steven Heffner	Council Representative	Present	
Sandra Talbot	Commissioner	Present	
Rob Spose	Commissioner	Present	
James Craig	Commissioner	Present	
Kelly Luxton	Commissioner	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Commissioner	Present	
Sherry Adams	Commissioner	Present	

C. STAFF PRESENT

B. Bigsby, Parks & Recreation Director and M. Kimball, Clerk Typist.

D. APPROVAL OF MEETING MINUTES

Parks & Recreation Commission - Regular Meeting - Dec 10, 2014 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Debra Dunsmore, Commissioner
SECONDER:	Sandra Talbot, Commissioner
AYES:	Heffner, Talbot, Spose, Craig, Luxton, Dunsmore, Wilson, Adams

E. COMMISSION DISCUSSION

Kelly Lake Boardwalk Update

Mrs. Bigsby said, I received an e-mail from Lisa Easterwood from Fleis & Vandenbrink stating the Kelly Lake project is posted to three online bidding sites. They are sending out direct invitations to sixteen local contractors. The plans include three new alternates in order to appeal to as many contractors as possible and try to reduce construction cost. Ms. Easterwood has dropped the bid documentation off to the Clerk's Office. The bid opening is set for February 17, 2015 at 10:00 AM. Hopefully we are getting in early enough before the construction dockets for most companies have filled up. We hope to get better pricing than what we received last year.

Easter Egg Hunt Update

Mrs. Bigsby stated we have already received 6,000 eggs for the Easter Egg Hunt. By placing the order early, we saved \$10.00 per box. We are approved to use the Atherton School grounds again this year. This event will be held March 28, 2015. On the committee will be Sandra Talbot, Rob Spose and Bob Wilson. The next meeting for this event will be February 4, 2015 at 5:00 PM.

Memorial Day Parade/Activities Update

Mrs. Bigsby stated the fireworks company called her and will be sending all of the paperwork we need. I have given each of you an example of the Sponsorship form and Parade form. The Memorial Day event will be on May 25, 2015.

Discussion ensued regarding the day's events and possibly changing the time.

On the Memorial Day event committee will be Bette Bigsby-Chairperson, Sandra Talbot, Rob Spose, Bob Wilson and Jim Craig.

On the parade float committee will be Sherry Adams, Rob Spose, Kelly Luxton and Steve Heffner.

Mr. Wilson said I would like to make some changes and updates to the Memorial Park. The flags are improperly set up. Military flags have seniority. The Army flag is first, then the Marine Core, Navy, Airforce and the Coastguard, in that order.

Mr. Heffner said I remember seeing something in the five year projections about getting new pavers at the Veteran's Memorial Park. The curb needs to be cut out and it needs to be handicapped accessible. For now I would like to seal the bricks at the Memorial before the event and the eagle needs to be repainted.

Mrs. Bigsby said that the sea wall at Kelly Lake was also mentioned in the five year plan. We already have the approval from D.E.Q. It's only good for four years so we have to get it done.

Mr. Craig suggested having a sub-committee for the Memorial Day events with Bob Wilson as chairman to fix the park back up to standards.

Mr. Wilson suggested getting help from the Veterans.

Veteran's Honor Run Update

Mr. Craig stated representation from each race in the Burton Race Series met with Elga Credit Union, as a whole, to see what they were going to do this year. They offered us several ideas for the Veteran's Honor Run. One was, in lieu of sponsoring the \$2,000.00 for the t-shirts, they would do the media blitz. We need the sponsorship money more than the advertising. We already have over 400 runners; I don't think we can accommodate many more. Our facilities can only hold so many people. I think we need the sponsorship money for the shirts. Genesys is also interested in sponsoring.

Mrs. Bigsby suggested getting our own sponsor's to donate money and their name would be placed on the back of the t-shirt.

Mr. Craig said this year we will be giving a medal and charm to those who have completed the Race Series. I would like to have a couple more committee members on this event.

Mr. Heffner suggested Bob Wilson for the committee because he is a veteran. The Veteran's Honor Run will be November 14, 2015 at 11:11 AM.

Mr. Spose volunteered to be on this committee.

Mr. Heffner said we will be handing the check from last year's Veteran's Honor Run to the D.A.V. at the Council meeting on February 16, 2015 at 7:00 PM. I would like to move our next Parks & Recreation meeting to February 16, 2015 at 5:30 PM, instead of having it on February 11, 2015. That way we can have it just before the Council meeting. I would like for the Parks & Recreation commission to stand as a group and present the check to the D.A.V.

Mr. Wilson will ask if the Chaplain of the D.A.V will say an opening prayer at the council meeting on February 16, 2015. He will also ask some Veteran's to come and lead the Pledge of Allegiance.

F. AUDIENCE PARTICIPATION

None.

G. ADMINISTRATIVE REPORT

Mrs. Bigsby reported Burton Youth League registration has already begun. We are looking for more T-Ball players because last year the numbers were down. The registration sheets will be going out to the schools soon. We have raised the price by \$5.00 this year. We haven't had a raise in price for many years. We would like to give scholarships this year. If you know of a family in need of a scholarship, let us know.

Mr. Heffner stated the pole barn that Parks & Recreation has been using for storage is no longer adequate. We have grown so much. We need our own pole barn. A good spot to build may be by the cancer survivor park area. We need a barn big enough to store our supplies for all of our events and big enough to work on a float inside. It would probably cost anywhere from \$10,000.00 to \$20,000.00 to build a decent size pole barn. We should talk about putting this in our budget.

Mrs. Bigsby said I need to have the budget in by February 1st, 2015. I can get pricing on this so that I have an approximate cost figure.

Mr. Heffner suggested having a contest this year around Christmas for the best decorated home in Burton.

H. COMMISSION RECOMMENDATIONS AND/OR ACTION

Approve and authorize to change the regular scheduled Parks & Recreation meeting on February 11, 2015 to February 16, 2015 at 5:30 PM.

Approve and authorize to change the regular scheduled Parks & Recreation meeting on February 11, 2015 to February 16, 2015 at 5:30 PM.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Rob Spose, Commissioner
AYES:	Heffner, Talbot, Spose, Craig, Luxton, Dunsmore, Wilson, Adams