



# CITY OF BURTON

## BURTON PARK AND RECREATION COMMISSION MEETING

JULY 14, 2021

### AGENDA

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**Council Chambers**

**Regular Meeting**

**5:30 PM**

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**4303 S. CENTER ROAD  
BURTON, MI 48519**

**A. PLEDGE OF ALLEGIANCE**

**B. CALL TO ORDER**

**C. STAFF PRESENT**

**D. ADMINISTRATIVE REPORT**

**E. APPROVAL OF MINUTES**

1. Parks & Recreation Commission - Regular Meeting - Jun 9, 2021 5:30 PM

**F. AUDIENCE PARTICIPATION**

Now is the time set-aside for members of the audience to address the Burton Park and Recreation Commission. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

**G. COMMITTEE DISCUSSION AND OR ACTION**

***1. Planning of Trick-or-Treat Trail***

***2. Parks***

- Water Tower Park
  - Fence
  - Fall Clean-up
- Settlement Park
  - Walk Through
  - Property
  - Proposed Movie in the Park
- Veterans Memorial Park
  - Music in the Park on July 15, 2021 6:00-8:00PM
- Kelly Lake Park
- Fireman's Park
  - Walk Through
  - Fall Clean-up

***3. Upcoming Events***

- City of Burton 50th Anniversary
- Christmas Tree Lighting Ceremony

**THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY,  
AUGUST 11, 2021 AT 5:30 PM.**



# CITY OF BURTON

## BURTON PARK AND RECREATION COMMISSION MEETING

JUNE 9, 2021

### MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD  
BURTON, MI 48519

This meeting was opened by Chairperson Jeremy Scharrer at 5:30 PM.

#### A. CALL TO ORDER

| Attendee Name    | Title            | Status  | Arrived |
|------------------|------------------|---------|---------|
| Kevin Burge      | Commissioner     | Present |         |
| Sandra Talbot    | Vice Chairperson | Present |         |
| James Craig      | Commissioner     | Excused |         |
| Debra Dunsmore   | Commissioner     | Present |         |
| Robert Wilson    | Commissioner     | Present |         |
| Christina Conley | Councilwoman     | Excused |         |
| Jeremy Scharrer  | Chairperson      | Present |         |
| William Owens    | Commissioner     | Absent  |         |
| Greg Hull        | Commissioner     | Present |         |

#### B. PLEDGE OF ALLEGIANCE

#### C. STAFF PRESENT

Amy Clous, Parks and Recreation Director  
Katie Malin, Clerk's Office

#### D. ADMINISTRATIVE REPORT

Mrs. Clous stated she wanted to thank everyone that helped out on Memorial Day. Thank you, to our Sponsors, Mayor Haskins and to everyone who helped out. Thank you, to the Rotary club for the mulch at Fire Station #2 playground. Rotary club will be hosting Music in the Park, more information to come.

#### E. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - May 12, 2021 5:30 PM

|                  |                                                 |
|------------------|-------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                     |
| <b>MOVER:</b>    | Debra Dunsmore, Commissioner                    |
| <b>SECONDER:</b> | Kevin Burge, Commissioner                       |
| <b>AYES:</b>     | Burge, Talbot, Dunsmore, Wilson, Scharrer, Hull |
| <b>ABSENT:</b>   | Owens                                           |
| <b>EXCUSED:</b>  | Craig, Conley                                   |

#### F. AUDIENCE PARTICIPATION

None.

**G. COMMITTEE DISCUSSION AND OR ACTION****1. Memorial Day Race Recap**

Mrs. Clous read an email into the record from Mr. Craig thanking Mayor Haskins for being the race starter, the Burton Police and Fire Department for traffic control and Atherton Schools for allowing us to use the school grounds. We had a great turnout with just over 300 runners and walkers participating live.

**2. Memorial Day Event Recap**

Mr. Scharrer stated it was great to see most of our Parks and Recreation Board members volunteering at the event. I was told our fireworks were live on 103.9 the Fox.

Mrs. Clous stated yes, they were not synchronized but they had music playing during the firework show.

Mr. Scharrer stated the goal is to have a two day event and combine Memorial Day with the City of Burton 50th Anniversary. Were hoping to start planning in September.

Mr. Hull asked if they would be willing to synchronize the music with the fireworks.

Mrs. Clous stated it is hard for the firework company to do that and it does cost a lot more.

Mr. Burge asked, what about having a live DJ here at City Hall playing music during the firework show.

Mr. Scharrer stated we are talking about having a recap meeting with the Mayor's Office that way we can get ideas for next years event.

Mrs. Dunsmore stated I want to pass a long some information from the food truck at Bendle Schools. They participated in the Memorial Day Parade and handed out flyers about their free lunch pick up program and on that Wednesday after the parade they were packed.

Mr. Burge asked if we can send out a thank you card to our sponsors.

Mrs. Clous stated there is a letter signed by the Mayor that will be sent out to everyone.

**3. 2021 Goals**

Mr. Scharrer stated I spoke to Mr. Burge and we would like to see some work go into Fire Station #2 park. It is in need of some new paint and a few minor repairs.

Mrs. Dunsmore stated we need to get that done before our 50th celebration.

Mr. Scharrer stated Mrs. Talbot and I plan on doing a walk through at Settlement Park on Sunday if anyone would like to join us.

Mr. Hull stated once you set a time for Sunday, please let me know.

Mr. Scharrer stated Mr. Craig has some plans for Kelly Lake.

Mrs. Clous stated Mr. Craig has a Scout interested in painting and staining picnic tables, benches and more for an Eagle Scout project.

Mr. Hull asked if the projects need to be at Kelly Lake.

Mr. Scharrer stated no, if you have someone who would like to help just let us know.

Mr. Burge asked if we could talk to the Sheriff's Department and have some inmates help with different clean ups.

Mr. Scharrer stated we have talked about Gardens for Veteran's Memorial. We are thinking Spring. Fire Station #1 park looks good. We can talk more with Mrs. Conley about that.

Discussion ensued regarding the fence at Fire Station #1.

Mr. Burge asked if there is a tentative date for the Trick-or-Treat Trail, so he can let the school know.

Mrs. Clous said, yes, it is October 23.

Mrs. Dunsmore stated she will secure the school on December 11, 2021 for Pizza with Santa.

Mrs. Clouse stated as of right now we are moving forward with all our events.

#### **4. Fundraising Ideas**

Mrs. Dunsmore asked if we ever thought about doing a 50's dance for adults.

Mr. Scharrer stated we have talked about putting on an event for adults. Another thing we have talked about doing is a Harvest Market in the fall.

Discussion ensued regarding ideas for a Harvest Market.

Mr. Hull stated Michigan State University has a Farmer's Market program. They have experts that will talk to you and do a feasibility for your area.

#### **5. Committee Attendance**

1. Motion to remove and replace Board Member, William Owens on the Parks and Recreation Commission.

Mr. Scharrer stated Mr. Owens has been on the board for a couple years now. We have attempted to contact him multiple times with no response. The Parks and Recreation by-laws state a member can be removed for just cause with a motion and quorum vote.

Mr. Wilson stated I think we have made more than enough attempts and it is time to move on.

Mrs. Dunsmore stated we need a member we can count on to be here for the meetings.

|                  |                                           |
|------------------|-------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [5 TO 0]</b>                   |
| <b>MOVER:</b>    | Robert Wilson, Commissioner               |
| <b>SECONDER:</b> | Sandra Talbot, Vice Chairperson           |
| <b>AYES:</b>     | Burge, Talbot, Dunsmore, Wilson, Scharrer |
| <b>ABSTAIN:</b>  | Hull                                      |
| <b>ABSENT:</b>   | Owens                                     |
| <b>EXCUSED:</b>  | Craig, Conley                             |

**THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, JULY 14, 2021 AT 5:30 PM.**

Meeting was adjourned at 6:20 PM.

Minutes Acceptance: Minutes of Jun 9, 2021 5:30 PM (APPROVAL OF MINUTES)