



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JULY 8, 2020

AGENDA

Council Chambers

Regular Meeting

5:30 PM

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

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. STAFF PRESENT

D. ADMINISTRATIVE REPORT

E. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Mar 4, 2020 5:30 PM

F. PURPOSE OF THE MEETING

1. Discussion if in-person Events will be Held for the Remainder of the Year
2. Confirmation of Facilities Hosting Events
3. Trick of Treat Trail
4. Veterans Honor Run
5. Christmas Tree Lighting
6. Pizza With Santa
7. Parks Update
8. Trails Update

G. 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.

H. COMMITTEE DISCUSSION AND OR ACTION

**THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY,
AUGUST 12TH, 2020 AT 5:30 PM.**



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

MARCH 4, 2020

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairperson James Craig at 5:31 PM.

THIS MEETING WAS OPENED BY JAMES CRAIG

PLEDGE OF ALLEGIANCE WAS LED BY SANDRA TALBOT

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Commissioner	Absent	
Sandra Talbot	Commissioner	Present	
James Craig	Chairperson	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Commissioner	Present	
Christina Conley	Councilwoman	Absent	
Jeremy Scharrer	Vice Chairperson	Present	
William Owens	Commissioner	Excused	

B. STAFF PRESENT

Amy Clous, Parks and Recreation Director
Lindsey Bice, Records Tech

C. ADMINISTRATIVE REPORT

Mrs. Clous stated I have handed out the Memorial Day Parade information. My goal is to have 100 units for the parade. I also handed out the sponsorship forms, we had a few phone calls on them. Let's try to get them out and have some sponsors by Memorial Day. I spoke with the Burton Youth League Commissioner Greg Lantern today, I should have all those forms ready by Monday. Bob gave me a flag today that we will be putting up, but I am going to let him talk about it.

Mr. Wilson stated it is a new POW MIA flag. It will be used to replace the flag at VFW post 822.

Mr. Craig thanked Mr. Wilson and the VFW for the very generous donation. Will we will be putting that up now or waiting until before Memorial Day?

Mrs. Clous stated she will be waiting to put the flag up until right before Memorial Day.

Mr. Craig stated thank you for your enthusiasm and ambition on the 100 unit parade goal.

Mrs. Clous stated we want this to be the biggest and the best.

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Mr. Scharrer asked if we have enough signs if we were to go up to 75 or 100 units.

Mr. Craig stated we do not, we only go up to about 48. So we would have to get some more made if we go over that number.

Mrs. Talbot asked if we should hold off on getting more signs made until we see our numbers start to go up.

Mr. Craig stated normally I would say yes, however with this type of event the majority of the people sign up in the last two weeks and 25% sign up after the deadline.

Mrs. Clous stated the deadline is May 12th.

Mr. Craig stated those who come in at the end we put them in at the end of the line before the fire trucks.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Feb 12, 2020 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Sandra Talbot, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer
ABSENT:	Bauldry, Conley
EXCUSED:	Owens

2. Parks & Recreation Commission - City of Burton 50th Anniversary - Feb 18, 2020 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Jeremy Scharrer, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer
ABSENT:	Bauldry, Conley
EXCUSED:	Owens

E. PURPOSE OF THE MEETING

1. Easter Egg Hunt

Mrs. Clous asked if Atherton is already reserved for the Easter Egg Hunt?

Mrs. Talbot stated I went the day after our last meeting and filled out the reservation request so it is all set.

Mrs. Clous stated so far I have 4,000 pre stuffed eggs ordered and we have roughly 2,000 in the storage room that we will have to stuff. I also have the balloon twister guy reserved.

Mrs. Talbot asked did you look up what we had ordered the year prior to last year?

Mrs. Clous stated yes, it was 6,000. That was plenty, correct?

Mrs. Talbot stated if we ordered 6,000 that year we would need to order 6,000 this year.

Mrs. Clous stated she will order 2,000 more.

Mrs. Talbot stated we need to remember the four special eggs.

Mrs. Clous asked do we want them to be gold eggs?

Mrs. Talbot stated there might be something in what we have but we just need it to have something in it indicating they win the basket.

Mr. Craig asked how do you distribute the eggs to the field?

Mrs. Talbot stated there is 1,000 in a box, we take a box and a half to each of the four locations. The ones we stuff ourselves are divided into four bags and we take one bag to each location also.

Mrs. Dunsmore asked if we have the four Easter baskets?

Mrs. Clous stated yes. Is there anything specific you want in them?

Mrs. Talbot stated just make them one per age group.

Mr. Craig asked are you doing the games that were done before and the sucker tree?

Mrs. Talbot stated we are going to discuss all of that after this.

2. Memorial Day Events

Mr. Wilson stated we have the parade sheet announcements but no other updates. The big thing is on Memorial Day to get as many Veteran groups involved as we can. We will need to discuss more during the April meetings.

Mr. Craig stated the fire works will be important then. What kind of budget do we have?

Mrs. Clous stated \$18,000.

Mr. Craig stated take away \$5,000 for the fireworks unless we can get sponsors. How are we doing on the Veteran of the Year?

Mr. Wilson stated I have someone lined up for the male, we are still looking for a female.

Mrs. Talbot stated she may have someone in mind for the female Veteran of the Year.

Mr. Wilson stated I would need to know her background and what branch she served in and what time she served. We are looking for a Grand Marshal.

Mrs. Dunsmore asked who usually does the Grand Marshal?

Mr. Wilson stated the last two years it is usually the Veteran's of the Year. We had a Chief Petty Officer from World War II but I have lost contact with him.

Mr. Craig asked who was they guy riding around in the little car a couple years ago?

Mr. Wilson stated that was the Grand Marshal that I am referring to.

Mr. Craig asked on the cities end, are they going to do the fire and police officer of the year?

Mrs. Clous stated yes, I will be speaking with the Police and Fire Chief about that.

Mr. Craig asked if we have the information on the food truck from last year? They start after the DAV is done cooking. Will they still be cooking?

Mr. Wilson stated yes.

Mr. Craig stated the food trucks then came in after that was all done when you guys went to the ceremony around 5:00PM.

Mrs. Clous stated Taylor has been in contact with the food trucks already. For the fun zone we were thinking a dunk tank and the blow-up bouncer.

Mr. Craig stated I think it would be a good idea once we begin having the meetings to post them. We can have Tina announce them at the council meetings and post them on Facebook. It's great we have our team here but it can get overwhelming. We have had a lot of people in the past that have volunteered to help with certain events based on their skill or connection but if we can get the word out before April that we need help.

Mr. Wilson asked if you want to schedule a meeting on the 25th or 29th?

Mr. Craig stated of March? I can't do that day.

Discussion ensued regarding a day to hold the Memorial Day Committee Meeting.

Mr. Wilson stated lets do March 31st at 5:00 Memorial Day Committee Meeting in the Community Room.

3. Parks Clean Up

Mr. Scharrer stated at 5:00pm on April 8th I want to set a committee meeting for the clean-up right before the Parks and Rec meeting. Veteran's Memorial clean-up is May 17th around 1:00 PM. We will talk to the boy scouts about getting their help to clean up the memorial the week before the parade. May 3rd at 1:00 PM is a possible

date to clean-up Water Tower Park, this will include taking the tree down and the rest of the lights down. I have tentatively set the date of June 7th at Settlement Park, the flooding we had during the winter washed a lot of trash into the ditches and there are tree limbs laying around. Flint Water Shed will get back with me on contacts regarding the plants through there. This is why I want to have committee meetings beforehand.

Mrs. Dunsmore stated the June 7th date, I may be handing out diplomas and not available.

Mrs. Talbot stated I think our graduation is in May this year.

Mr. Scharrer stated May is a difficult month for me with the arrival of our new trucks and everything at the Fire Hall. I tried not to plan a lot in May. I need to walk by Veterans Memorial Park and see what the bricks look like, to see if we might need to power wash them.

Mr. Wilson stated the brown bricks are the color they should be. What needs to be cleaned is the Memorial itself.

Mr. Scharrer stated I haven't been over there so I didn't know the last time they have been through and cleaned it.

Mr. Wilson stated what needs to be cleaned is the actual memorial, not the floors.

Mr. Scharrer stated we might want to look into that and see what that would take. I wouldn't want to do something to cause it to crumble in anyway.

Mr. Craig stated we may want to check with Mr. Abbey. He was around when that was put in.

Mr. Scharrer stated it started down at Center and Atherton, then it was moved to its current location.

Discussion ensued regarding cleaning the stones at Veterans Memorial Park.

Mrs. Talbot asked what time for Settlement Park clean-up?

Mr. Scharrer stated we can put 1:00 PM for now. I was going to e-mail the Flint Water Shed again because they did not get back with me yet but their knowledge is essential. They know all the laws regarding the plants and the federal guidelines.

Mr. Craig stated I still have to get with my contact from For Mar for you.

Mr. Scharrer stated if someone can come through and tell us which plants are native and which ones are invasive species, we can remove all the invasive species.

Mr. Craig stated I know someone. Our previous scout master, he is a biology professor and this is his specialty. I will get with him to see if he is willing to do that.

Mr. Scharrer stated I haven't looked at the other two parks, but I will walk through them soon.

Mrs. Clous stated I received an e-mail today on Station #2 that someone has sprayed bright blue paint on the white fence at the west entrance, on poles by the slide and on the inside of the slides.

Mr. Craig stated that is the stuff that was just painted. They were actually vandalizing.

Mrs. Talbot asked if there are cameras at that park?

Mr. Craig stated it is very frustrating to hear this, whenever we make improvements around here, they get destroyed. This is why we have to lock the bathrooms at Kelly Lake.

Discussion ensued regarding clean-up of Kelly Lake Park and Station #2.

4. Burton 50th Anniversary Updates

Mr. Scharrer stated we re-did the schedule for the City of Burton 50th Anniversary Meetings. The March meeting is canceled, the next meeting is in April, then we will take the summer off. The next meeting after that will be in September and then in November. The October and December meetings are canceled.

Mrs. Clous stated we could get a Facebook forum started so people can throw out ideas that way.

Mr. Craig suggested we could put it on Burton City Chat or Friends of Burton Parks and Rec Facebook page.

Mr. Scharrer stated the last meeting we just recapped the previous meeting and at this point there isn't much more we can do besides put out ideas. Jim did add some other ideas that are in the minutes. One of the big things we discussed was the Business Expo and having the auction at each vendor.

Mrs. Dunsmore stated I like Mr. Craig's suggestion of having everyone dress like we did in the 1970's.

Mr. Scharrer stated our anniversary that year, July 1st, 2022 is a Friday night on the July 4th weekend. We are hoping to make the event a summer long celebration and have events spaced out beginning Memorial Day weekend, so if you miss something you don't miss everything. We want to have other groups step in to sponsor events so it would be just us putting on everything.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

Mrs. Dunsmore asked about the open seats on the Burton Parks and Recreation Commission.

Mrs. Clous stated that Mr. Falis submitted his letter of resignation and was removed last month and that spot is now available.

Mr. Craig stated Toby had previously resigned but she stays around for us for Bentley with the fall events. I will follow up with Kristy.

Discussion ensued regarding getting a Bentley representative to fill the open seat on the Burton Parks and Rec Commission.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, APRIL 8TH, 2020 AT 5:30 PM.

Meeting was adjourned at 6:19 PM.

Minutes Acceptance: Minutes of Mar 4, 2020 5:30 PM (APPROVAL OF MINUTES)