



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JUNE 13, 2018

MINUTES

Council Chambers

Regular Meeting

5:30 PM

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

This meeting was opened by Chairman James Craig at 5:30 PM.

THIS MEETING WAS OPENED BY CHAIRMAN JAMES CRAIG AT 5:30 PM.

PLEDGE OF ALLEGIANCE WAS LED BY BOB WILSON.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Board Member	Excused	
Sandra Talbot	Co-Chairman	Present	
James Craig	Chairman	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Commissioner	Present	
Christina Conley	Councilwoman	Absent	
Genevieve Field	Board Member	Absent	
Jeremy Scharrer	Commissioner	Present	
Joseph Fallis	Commissioner	Present	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Marcy Kimball, Clerk's Office

C. ADMINISTRATIVE REPORT

Sue Warren, Parks and Recreation Director, said I have distributed to all of you the May financial reports, June's revenue report. Some of the things, such as from the races, are carried over into the June report. We will also have more expenditures to carry over for Memorial Day. Budget workshops have been going on. The wrap up was last night and there was no indication of more cuts needed. They did take the \$5,000 donation from Waste Management and transferred it to the Veteran's Memorial. Next year's donation from Waste Management will also go there. The intent is to try to have enough money in their revenue fund to repair the pavers. Waste Management donated an additional \$750 for the Veteran's Memorial. The Memorial Day events went well and we stayed within budget. We did have a few problems with some of the community service volunteer's. The volunteers were directed to report to DPW instead of me, so I did not see everyone. Next year this should be changed to report to the Park & Recreation Director. The list I received did not have phone numbers so I could not call them. I wasn't sure who was showing up. There were two people selling glow sticks, one that got the proper permission and paid the permit fee and one that did not, so I had to tell the one that he would not be able to sell his glow sticks.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Police and Fire Memorial - Apr 18, 2018 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Conley, Field
EXCUSED:	Bauldry

2. Parks & Recreation Commission - Burton Race Series - Apr 26, 2018 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Conley, Field
EXCUSED:	Bauldry

3. Parks & Recreation Commission - Regular Meeting - May 9, 2018 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Conley, Field
EXCUSED:	Bauldry

4. Parks & Recreation Commission - Burton Memorial Parade & Activities - May 9, 2018 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Conley, Field
EXCUSED:	Bauldry

5. Parks & Recreation Commission - Burton Memorial Parade & Activities - May 15, 2018 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Conley, Field
EXCUSED:	Bauldry

6. Parks & Recreation Commission - Burton Memorial Parade & Activities - May 23, 2018 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Conley, Field
EXCUSED:	Bauldry

E. PURPOSE OF THE MEETING

1. Five Year Plan

Lisa Easterwood from Fleis and VandenBrink engineering said in 2010 we did the Parks & Recreation Plan for the City of Burton. The advantage of having a Park & Recreation plan is that you can apply for funding and grants. We applied for a grant for the Kelly Lake boardwalk; this was funded through a DNR trust fund grant. There is a plan in place for development and improvements. As far as the DNR is concerned, the Parks and Recreation plan is only good for 5 years and then they need to be reevaluated and that is where we are at right now. The city applied for a grant for the Iron Belle Trail segment that goes through the City of Burton. The trail scoping portion of that was granted. We have asked for the resident's input on what they would like to see by posting a survey online. In order to get funding you have to have a plan of where this path will go and the use of the path. We will be finishing our field evaluation on the trail route and set the date and location for the public workshop. We should have more to report on this at the next meeting. We should have a map of the trail displayed at the public workshop. We should be able to present the results of the survey at the September meeting, present a draft of the plan at the October meeting, P&R approval at the November meeting and then it will go to the Council for final adoption. The plan should be all wrapped up by the end of the year. It has to be in to DNR by March 1, 2019 for them to review. If you are going to apply for grants, you have to have an approved DNR Park & Recreation plan on file by April 1, 2019.

2. DNR Grant - Trail Scoping

The portion in Burton from Hemphill Road south to Dort Hwy. naturally falls along the railroad corridor, that property is owned by the Land Bank. There is also a big section of land in there that is owned by Consumers. So it will be a coordination between the City of Burton, the Land Bank and Consumers. The portion that runs along the old railroad tracks from Dort Hwy. to Maple, is owned by Clean Harbors

Environmental Company. Jacob from the Genesee County Planning Commission is overseeing all of these trails through Genesee County and we can invite him to the workshop to speak. We will need to develop an inventory of all the parks in the city. What amenities or improvements would you like to see at the parks?

Mr. Craig said there is no place to ride bikes or walk right now. The Kawanis is willing to partner with us to develop a pocket park, possibly in the south end of Burton.

Mrs. Talbot said she would like to see playground equipment at the parks.

Mr. Scharrer said we talked about moving the Police and Fire Memorial to the fire station park. It needs to be updated and revamped. There are more grants available for refurbishing a park than there are to build a new park.

Mr. Fallis stated I believe one of the options in question 9 should be split up. Disc golfing should be separated from the current choice, ("multi-purpose fields for soccer, football, disc golf, etc") due to the size differences. Disc golf requires a lot of land to play, whereas a soccer or football game is played within 100 or so yards. We don't want people choosing that just for the disc golf option. I think we could use soccer and football fields more.

3. Memorial Day Activities Wrap Up

Burton Memorial Day 5K: Mr. Craig said we had between 500-600 participants in this race. There were four schools involved, which were Atherton, Bentley, Bendle and Faithway Christian School. We will be setting a meeting date soon with the race committee, probably in late July. We have to go through the race committee to approve the funds and then go before Parks & Recreation for the approval of funds.

Burton Mile: Mr. Craig said people came from all over for this race and we are getting a lot of feedback from people. We had a few people that participated in the Burton Mile and the 5K Run.

Parade: Mr. Scharrer said it would be better if we did not issue anyone a number until they get to the parade. The numbers given on the email that went out were different from what they ended up with when they arrived because there were already people lined up. It said in the email that the number assigned was subject to change. It was very confusing to people.

Mr. Wilson said Al Serra donated a vehicle for the male and female veteran of the year and they were so proud to play a part in the parade.

Mr. Craig stated some people were upset that we had to move them in the parade lineup. If they do not line up with the number they are given, they will not be announced accordingly at the stage. We have to assign numbers.

Mr. Wilson said it is not proper protocol to stop a parade playing the National Anthem or Taps.

Family Activities: Mr. Craig stated it was very hot so not many people stayed for the

activities.

Memorial Service: Ms. Warren said we got the podium up late and next year we need to have cold water there to drink.

Candlelight Service: Around 50 people attended the service.

Fireworks: There were no issues.

4. Remainder of the year activities

Assign / Confirm subcommittee chairs: Mr. Craig stated we need to find out if Tina Conley and Toby Bauldry are going to do the Trick or Treat Trail this year. We are not sure yet if we will be able to have this at Bentley again.

Dates / Time Lines: Veteran's Run will be held on November 3, 2018. Christmas with Santa will be held on December 8, 2018.

F. AUDIENCE PARTICIPATION

None.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, JULY 11, 2018 AT 5:30 PM.

Meeting was adjourned at 7:08 PM.



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

APRIL 18, 2018

MINUTES

City of Burton Fire Station 2

Police and Fire Memorial

6:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Commissioner Jeremy Scharrer at 6:00 PM.

1. COMMITTEE MEMBERS PRESENT

Jeremy Scharrer, Sue Warren, Bob Wilson and Jim Craig.

2. PURPOSE OF THE MEETING

a. Discussion on Police and Fire Memorial.

Mr. Scharrer said so far Lt. Odette and Teine Deal. I am still waiting for other responses. Grand Blanc Concrete said they would donate to us but they do not do engraving. Marsh Monuments has their own engraving facility in Durand. They cannot guarantee the life of a concrete paver. Once they are engraved, they tend to weather. Pavers would have more wear to them as opposed to a wall. I am trying to find red bricks for "fire" and blue bricks for "police". A suggestion was made to move this Memorial to the Fire Station Park and name the park, First Responders Park. We could also put up the history of Burton, water tower and Fire Stations. There may be additional funds that may become available, because it's not something new, it's refurbishing the area. We could get the DDA involved, because that is part of downtown.

Ms. Warren stated I think there are files in the Mayors Office from the previous secretary that may show who has purchased the bricks. We have a sample of the bricks in our office. I also have notes regarding some people who are interested. I think we needed to have a certain amount of interest before we could bring in a company to start this. I suggest checking with Fenton Memorial.

Mr. Craig said I spoke to Debbie from Newton Timing and Kiwanis the other day. She asked me to speak at their breakfast regarding Parks & Recreation, the Five Year Plan and about any new park opportunities. I can mention the Police and Fire Memorial Park to them. We could also put up a sign at the park for those who donate.

Mr. Scharrer said I spoke to a company regarding printing the brochures. I don't know what the cost will be yet. I would like to place the sponsor bricks on the outside of the wall, away from the personalized bricks in the center. The bricks will be for Police and Fire Fighters whether they be current, past or deceased. There can be up to 18 characters placed on a brick. The wall and sculptures will be lit up. I think it would be nice to have red, white and blue lights and depending on the occasion they could be all red, all blue or all white. I was thinking of asking the Police and Fire Union sponsor the two benches that will be in front of the memorial.

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Grand Blanc Concrete said they would like to donate. I am trying to track down information on the plans for the Memorial, that was already in place, as far back as 1999. I want to honor what Chief Hallstead's original thought process was.

Mr. Craig suggested opening this Memorial up to all first responders.

Mr. Wilson would like to replace the plants around the Veteran's Park.

Mr. Scharrer said September 21st through the 23rd is the State Fireman's Memorial Festival in Roscommon. I will be there and will look at their Memorial Park setup to get some different ideas. About 80% of the Firefighters in the state will be there. They have competitions. Our city usually does the extrication team which is cutting the vehicles apart.

3. AUDIENCE PARTICIPATION

None.

Meeting was adjourned at 7:15 PM.

Minutes Acceptance: Minutes of Apr 18, 2018 6:00 PM (APPROVAL OF MINUTES)



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

APRIL 26, 2018

MINUTES

McDonalds

Burton Race Series

6:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman James Craig at 6:30 PM.

A. STAFF PRESENT

Jim Craig
Amber Shaw
Deb Newton
Tony Newton
Steve Welch
Laura Downing

B. PURPOSE OF THE MEETING

Memorial Day 5k

1. Site prep:

- Atherton School-Friday night 6 PM set up cafeteria
- Jim Craig-Pick up barricades on Friday
- Pick up milk and fruit on Sunday/put in Atherton school cooler
- Steve Welch-will ask Juanita if he can store water in the cooler
- Set up tables and signs Friday night (2 for late, 2 for late shirts, 2 for pre, 2 for pre shirts, 1 for volunteers, 1 for Jim's shirts and 1 for computer timing).

2. **Registration:** At City Hall and at Complete Runner. Registration opens at 7:30 AM.

3. **Awards:** Will be sent by May 5th through Maxwell Medals.

4. **Shirts:** Ordered May 10th through CreateMyTee. Will arrive the week before the race. Turvis's by May 9th and flowers-Overall M/F Run and Walk.

5. **Volunteers:** Will arrive at Atherton High School at 7 AM. Bentley students for water station, arriving at 8 AM. Atherton Students will help tear down, help on course and with handing out finishers medals and will arrive at 8 AM. Bendle Football Team, 5-8 students, will take care of garbage. American Heritage Girls will pass out water at finish line or front doors.

Burton Mile

1. Site prep:

- Registration at City Hall. Tables on the south side. And foyer area of City Hall.
- Talk with Police about setting up the start line, directing traffic and parade floats.
- Police will clear street before race begins.
- Memorial Day activities posted on City Hall website, City Hall Facebook and Newton Timing Facebook

2. **Registration:** At City Hall and Jim Craig will talk to school reps about promoting Burton

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Mile.

C. AUDIENCE PARTICIPATION

None.

THE NEXT BURTON RACE SERIES MEETING WILL BE HELD ON THURSDAY, MAY 10, 2018 AT 6:30 PM.

Meeting was adjourned at 7:30 PM.

Minutes Acceptance: Minutes of Apr 26, 2018 6:30 PM (APPROVAL OF MINUTES)



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

MAY 9, 2018

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman James Craig at 5:30 PM.

THIS MEETING WAS OPENED BY JIM CRAIG AT 5:30 PM.

PLEDGE OF ALLEGIANCE WAS LED BY BOB WILSON.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Board Member	Absent	
Sandra Talbot	Co-Chairman	Present	
James Craig	Chairman	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Commissioner	Present	
Christina Conley	Councilwoman	Present	
Genevieve Field	Board Member	Absent	
Jeremy Scharrer	Commissioner	Present	
Joseph Fallis	Commissioner	Present	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Marcy Kimball, Clerk's Office

C. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Apr 11, 2018 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Debra Dunsmore, Commissioner
SECONDER:	Sandra Talbot, Co-Chairman
AYES:	Talbot, Craig, Dunsmore, Wilson, Conley, Scharrer, Fallis
ABSENT:	Bauldry, Field

2. Parks & Recreation Commission - Burton Memorial Parade & Activities - Apr 11, 2018 6:30 PM

Minutes Acceptance: Minutes of May 9, 2018 5:30 PM (APPROVAL OF MINUTES)

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Debra Dunsmore, Commissioner
SECONDER:	Sandra Talbot, Co-Chairman
AYES:	Talbot, Craig, Dunsmore, Wilson, Conley, Scharrer, Fallis
ABSENT:	Bauldry, Field

D. ADMINISTRATIVE REPORT

Ms. Warren stated we zero'd out on the budget for the Easter Egg Hunt.

Mr. Craig said I would like a detailed cost sheet on each event at least by January 2019.

E. PURPOSE OF THE MEETING

1. Memorial Day Activities

Mr. Wilson said the sign up sheets are available. We still need a commitment from the Scouts. I will need an update on the food trucks from Ms. Field. Nehring's Market has offered a \$1,000 donation.

Mrs. Warren said I would like to suggest putting Nehring's down for donating toward the fireworks. even though it's not the full amount that's needed. We still need donations for the fireworks. Rodeo Drive is confirmed for the band and the Judge has confirmed. Tony Newton will be meeting with the Police Department on the race times, etc. DPW will bring the platforms out. The commission will have to make a decision on the sponsorship amount for each sponsorship.

Other items needed: pick up food for the workers, volunteers and officers, volunteers and community service workers for the event and for the week before for grounds cleanup, donations,

Discussion on changing the time for the Memorial Ceremony at Veteran's Memorial Park from 5:00 PM to 6:00 PM next year. We will not be charged for the dunk tank and they will provide their own helpers for that.

2. Five Year Plan

Ms. Warren said the amendment is signed. Fleis and Vandenbrink will schedule the public hearing soon.

3. Trail Scoping-DNR Grant

Mr. Craig said I did a presentation at the Kiwanis meeting and they wanted a list of the vacant lots in Burton. They are looking into developing pocket parks on vacant property that the City of Burton owns. In particular, in the south end and close to the trail.

Mrs. Dunsmore stated Debbie Newton called her regarding this.

4. Committee Reports

None.

F. AUDIENCE PARTICIPATION

Mike Gwinn, Park & Recreation Burton Youth League Commissioner, said this will be my 13th year for the Burton Youth League. Sign ups will end this Friday and the season will start June 5, 2018. We play every Tuesday and Thursday through June and take a break the week of July 4th. The following week will be playoffs. Participation is down significantly this year, we are not sure why. Carman-Ainsworth's program folded and our program gained the remaining players. The last three years we have had about 425 kids. This year we have 325 kids and 77 kids came from Carman-Ainsworth. The first of March, we mailed all last year's player's a form for this year's Burton Youth League. The middle of February we delivered the forms to the schools to pass out. At the end of last year we offered an early pay discount. Only two people took advantage of that. We have advertised in the Burton View for a solid month. We have a Burton Youth League Website that has been running for at least 10 years. We have also extended the deadline to sign up. We have 24 teams, the same as last year but there is less kids on each team. We had to cancel the girls oldest softball division and the youngest division due to not enough participants. We put a few 11 year old girls in the younger division and the remaining 12,13 and 14 year olds got refunds. This is the first time, in my history with the Burton Youth League, that we had to eliminate an age group. The cost to play is maybe half of what other groups charge.

G. COMMITTEE DISCUSSION AND OR ACTION

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, JUNE 13, 2018 AT 5:30 PM.

Meeting was adjourned at 6:25 PM.

Minutes Acceptance: Minutes of May 9, 2018 5:30 PM (APPROVAL OF MINUTES)



BURTON, MICHIGAN

BURTON PARK AND RECREATION COMMISSION MEETING

MAY 9, 2018

MINUTES

Council Chambers

Burton Memorial Parade & Activities

6:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Commissioner Robert Wilson at 6:30 PM.

A. COMMITTEE MEMBERS PRESENT

Bob Wilson, Chair
Jim Craig
Tina Conley
Jeremy Scharrer
Sue Warren

B. PURPOSE OF THE MEETING

1. PARADE

Mr. Wilson stated the parade lineup is at 1:00 PM, the Mile Run will start at 2:00 PM and the parade will start at 2:05 PM. I would like to have the Veteran's in line behind the City officials.

Mrs. Conley agrees that the Veteran's should be first along with the Manley's and the Mayor, then alternate between floats, organizations, politicians, etc. Break it up a little.

Mr. Craig said I am getting the golf carts from IMA Brookwood, that is confirmed. They would like the golf carts back by 7 PM on Memorial Day. We should make a decision by the next meeting, whether or not the Parks & Recreation will have a float in the parade this year. If so, we will need volunteers to decorate it. We could put up banners on both sides of the float with the sponsors names on it.

Mrs. Warren said she would call Smitty's Towing to pick up the golf carts.

Mr. Scharrer said I will have a Boy Scout Troop at Firestation #1, May 24th for community service. I could have them decorate the float. We just need a small trailer and I could store it at my house.

Ms. Warren said it was suggested to me to have the Burton Youth League kids walk in the parade.

2. HONOR GUARD

Everything is confirmed with the Marine Corp League, Detachment 155. They will be there at the beginning of the parade and during the Memorial Service.

3. VETERAN M/F OF THE YEAR

Mr. Wilson said the female Veteran of the Year is Karissa L. Robson. Ms. Robson joined the Navy in Oct. 2010. After high school, she attended boot camp and

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aviation school. She was assigned to the B5 division at the U.S. Theodore Roosevelt, CBN71, which is an aircraft carrier. She then went to Norfolk and now she is going to Mott Community College.

The male Veteran of the Year is myself, Robert Wilson, US Navy Retired. I Joined the Navy in 1971 and retired as first class petty officer, after 32 years of service. I served in Bosnia for five years. My last duty station was with the Teams.

4. CAR FOR VETS

Mr. Wilson said we are on track with Al Serra. They still need the flyer and the vehicle will be ready for me on Saturday and I will drop it back off to them on Tuesday.

5. BUDGET

The parade budget is \$20,000. Mr. Craig would like a breakdown on what everything is spent on.

6. INVITATION / SIGN-UP SHEETS

Invitation sheets are out and sign-up sheets are coming in.

7. SCOUTS

Mr. Craig will ask them again if they want to participate in the parade. There will be a information and sign up table for those interested in joining the Scouts.

8. VFW/DAV

Mr. Wilson stated I will be meeting with them a week before the parade.

9. FOOD

JayCee's will be selling and Ms. Field is checking on the food trucks.

10. MUSIC

Rodeo Drive will be playing at City Hall after the parade.

11. MILE RUN

Everything is all set with the Mile Run.

12. TRAFFIC CONTROL

The Police Department has been contacted regarding this.

13. BANDS

As of now, only the Atherton School Band will be in the parade.

C. AUDIENCE PARTICIPATION

None.

D. COMMITTEE DISCUSSION

Mr. Craig suggested putting requests on Facebook inviting the public to come to the meetings, and for sponsors and volunteers for the events.

E. THE NEXT MEMORIAL DAY PARADE COMMITTEE WILL MEET TUESDAY, MAY 15, 2018 @ 5 PM IN THE COUNCIL CHAMBERS.

Meeting was adjourned at 7:40 PM.

Minutes Acceptance: Minutes of May 9, 2018 6:30 PM (APPROVAL OF MINUTES)



BURTON, MICHIGAN

BURTON PARK AND RECREATION COMMISSION MEETING

MAY 15, 2018

MINUTES

Council Chambers

Burton Memorial Parade & Activities

5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman James Craig at 5:00 PM.

A. STAFF PRESENT

Jim Craig
Bob Wilson
Jeremy Scharrer
Tony Lachcik

B. PURPOSE OF THE MEETING

1. PARADE: Parade lineup at 1 PM, Mile Run starts at 2 PM and the parade will start at 2:05 PM. The Shriner's want to bring the motorcycle drill team. Mr. Lachcik said you will not need generator's for the bounce houses, we will be all set up with electric and drop cords. Ms. Warren said I will check on the petting zoo and the dunk tank will be set up in the parking lot.

2. HONOR GUARD: Marine Corp League, Detachment 155 will be there at the beginning of the parade and during the Memorial Service.

3. VETERAN M/F OF THE YEAR: female Veteran of the Year is Karissa L. Robson and male Veteran of the Year is Bob Wilson.

4. CAR FOR VETS: by Al Serra.

5. BUDGET: \$20,000 and breakdown on expenditures.

6. INVITATION / SIGN-UP SHEETS: Will be accepted up to the last minute.

7. SCOUTS: Mr. Craig has invited all scouts to be in the parade. Mr. Wilson stated the VFW Post #2777 will have around 70 scouts to be in, and work the parade.

8. VFW/DAV: VFW will not be participating in the food sales.

9. FOOD: The DAV will be selling food from noon to 5 PM at City Hall. Jaycee's would like to sell ice cream or cotton candy. Ms. Warren said Holy Rosary would like to sell hot dogs. I told them they would have to wait until the DAV is done selling food. Ms. Warren will decide on the food for the workers.

10. MUSIC: by Rodeo Drive at 4 PM at City Hall.

11. MILE RUN: Mr. Craig will be meeting with the race committee to work out the details. Registration can be set up at city hall.

12. TRAFFIC CONTROL: This is all set.

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13. BANDS: Atherton Band is confirmed.

C. AUDIENCE PARTICIPATION

None.

D. COMMITTEE DISCUSSION

Mr. Wilson said the flags will be replaced at the Veteran's Memorial. The DAV will meet with us May 23rd at City Hall to discuss the health code procedures needed for selling food.

E. THE NEXT SCHEDULED MEMORIAL DAY PARADE COMMITTEE MEETING WILL BE HELD ON WEDNESDAY, MAY 23, 2018 @ 5PM IN THE COUNCIL CHAMBERS.

Meeting was adjourned at 8:00 PM.

Minutes Acceptance: Minutes of May 15, 2018 5:00 PM (APPROVAL OF MINUTES)



BURTON, MICHIGAN

BURTON PARK AND RECREATION COMMISSION MEETING

MAY 23, 2018

MINUTES

Council Chambers

Burton Memorial Parade & Activities

5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Commissioner Robert Wilson at 5:00 PM.

A. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Bob Wilson, Chair

Bob Wilson
Tina Conley, Council Representation

B. ADMINISTRATIVE REPORT

C. PURPOSE OF THE MEETING

1. PARADE: Parade lineup at 1:00 PM, Mile run starts at 2:00 PM, Parade starts at 2:05 PM.
2. HONOR GUARD: Marine Corp League.
3. VETERAN M/F OF THE YEAR: Karissa L. Robson and Robert Wilson.
4. CAR FOR VETS: Al Serra is donating a car for the Male and Female Veteran's of the Year to ride in the parade.
5. BUDGET: \$20,000
6. INVITATION / SIGN-UP SHEETS: Sent out
7. SCOUTS: Pack 160 VFW
8. VFW/DAV
9. FOOD: DAV and possibly Holy Rosary from 5-10 PM and JayCee's.
10. MUSIC: Rodeo Drive
11. MILE RUN: Starts at 2:00 PM
12. TRAFFIC CONTROL: Burton Police Department and 10 barricades from the County.
13. BANDS: Atherton High School

D. AUDIENCE PARTICIPATION

E. COMMITTEE DISCUSSION

Ms. Warren will order the floral arrangements and sponsor banners.

Mr. Wilson will get the sponsor money from Nehrings.

Minutes Acceptance: Minutes of May 23, 2018 5:00 PM (APPROVAL OF MINUTES)

Meeting was adjourned at 5:55 PM.

Minutes Acceptance: Minutes of May 23, 2018 5:00 PM (APPROVAL OF MINUTES)