CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JUNE 14, 2017

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.

A. PLEDGE OF ALLEGIANCE WAS LED BY DEBRA DUNSMORE.

B. CALL TO ORDER

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

C. STAFF PRESENT

B. Bigsby, Parks & Recreation Director
M. Kimball, Clerk's Office

D. PURPOSE OF THE MEETING

1. Movies on the Lawn

   August 26, 2017 Beauty & the Beast will be shown at the Burton Eagles, with Genesee Health Plan as a sponsor. We will need a couple of people from Parks & Recreation at this event.

2. Patriot Run

   Mr. Craig said this is an 8K Run and will be held on September 9, 2017 @ 9:11 a.m. There will also be a 2 mile walk. We will need sponsors and volunteers.

   Mrs. Bigsby said I have two samples of medals and we will need to set up a meeting.

3. Trick or Treat Trail, Committee/Chair to be formed

   This will be outside Bentley School, October 28, 2017. The chairpeople for this event will be Toby Bauldry and Tina Conley. Genevieve Field will also be on this committee.

Mrs. Bigsby stated we want to do a best dressed booth contest. Last year we had around 20 booths. We need to promote more to get more vendors to attend. We will need sponsors and volunteers.

Mr. Craig suggested to contact craft show vendors to expand it to a family type event. There will not be a movie this time. We will have donuts and cider, hayride, bounce house, balloon twister, cookie decorating, pumpkins, police car, fire truck, etc.

4. Veterans Run

   Mr. Craig stated this event will be held on November 4, 2017 at 11:11 a.m. This is an 11K and 5K run/walk. We do need sponsors and volunteers. I will bring in a race shirt to show the different types of sponsorships. Also on this committee is Steve Welch from Bentley Florist, Councilman Vaughn Smith and Debbie and Tony Newton. This event starts at Blessed Sacrament Church and continues to Kelly Lake. They also run through the Fire Department bay on Belsay Road. Sullivan's will be catering the food.

   Mrs. Bauldry offered to be on the committee.

5. Christmas with Santa

   Mrs. Bigsby stated this event will be held at Bendle School, December 2, 2017. Bendle will provide the janitorial service. There will be stocking and ornament decorating, (glue and glitter is needed), letters to Santa, bounce house, balloon twister, face painter, pictures and a movie. I will make up a inventory list of what we have and what is needed. We will need sponsors and volunteers.

6. Christmas Parade

   Mrs. Bigsby said the Christmas Glow Parade is on December 2, 2017 and will start at 5:30 p.m. The lineup will be on Natalie Street, next to Rocky's on Saginaw Street, and continue south to Morris Road at 4:30 p.m. Our Parks & Recreation float looked very nice last year.

7. Discussion of 5-Year Plan

   Mrs. Bigsby said the 5-Year Plan for Parks & Recreation expires December of this year. I am unsure what will happen with this now because of the budget cuts.

E. AUDIENCE PARTICIPATION

None.

F. ADMINISTRATIVE REPORT

Mrs. Bigsby said I would like to welcome Toby Bauldry and Genevieve Fields to the Parks & Recreation Commission. I have recently received two certifications; Concussion Training and Youth Sports Administration. The Memorial Day events went very well. The Burton Youth League has started and tomorrow night will be make-up picture day. I have given you an updated copy of our budget for next year. The requested budget was $224,200.00. Included in this is mowing the lawns, repairs at the parks, taking minutes for our meetings, etc. There have been a lot of cuts made and we are now down to $133,200.00 for the 2017

budget. Last month, we received the bids on the seawall at Kelly Lake. Just before this went to the Council and they voted to remove the $60.000.00 that was in our budget for Capital Improvements. This put a halt on the seawall project and any other improvements. The $3,000.00 startup money for the soccer program was cut. The Pizza with Santa budget was cut to $1,500.00 and the Concert on the Lawn money was taken out. The Community Events line went from $11,000.00 to $5,000.00. We will be limited without sponsorships. Mrs. Dunsmore suggested serving hot dogs instead of pizza for the Pizza with Santa event and we can call it "Dinner with Santa". She may be able to find a sponsor for this. Mrs. Bigsby said County Commissioner Ellen Ellenburg will be helping spruce up the park next to the fire station at Bristol and Saginaw Rd. They will be doing this Saturday at 9 a.m. if anyone would like to help.

Councilwoman Conley said I will help in any way I can. There have been cuts to every department and the money is going into an account for the roads.

G. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Mar 8, 2017 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

2. Parks & Recreation Commission - Special Meeting - Mar 15, 2017 5:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

3. Parks & Recreation Commission - Burton Memorial Parade & Activities - Mar 15, 2017 6:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

H. COMMISSION DISCUSSION

Mr. Wilson stated the flags at the Burton Memorial Park are set properly. It looks very nice.

Mrs. Bigsby said one volunteer worked around 35 hours on the flower beds and they turned out very nice.

Mr. Wilson stated Council President Heffner approached me about redoing the Veteran's Memorial. I suggested as you lay the stones down, we could sell an individuals name to raise funds for that purpose. We also talked about putting in a walking wall towards the Kawanis for additional names.

I. COMMISSION RECOMMENDATIONS AND / OR ACTION

1. Approve and authorize the Invoice dated 4-30-2017 for $250.00 to Mark Neal for the measurement and USATF certification of the City of Burton Memorial Day 5K Run & Walk course.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Christina Conley, Councilwoman
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

2. Approve and authorize the payment of Maxwell Medals & Awards, Invoice #3133176-IN dated 4/25/17 in the amount of $3,048.99 for the Memorial Day 5K Run & Walk.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Christina Conley, Councilwoman
SECONDER:	Sandra Talbot, Co-Chairman
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

3. Approve and authorize the payment of Invoice #17013, Weiss Child Advocacy Center in the amount of $250.00 for Superhero Fun Run booth space rental sponsorship.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Genevieve Field, Board Member
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

4. Approve and authorize the donation of $150.00 to the Shriner's Motorcycle Group for the City of Burton Memorial Day Parade.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Debra Dunsmore, Commissioner
SECONDER:	Christina Conley, Councilwoman
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

5. Approve and authorize $507.00 payment to Hav-A-Bar for Memorial Day Race.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Christina Conley, Councilwoman
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

6. Approve and Authorize Invoice #1208 in the amount of $2,608.63 to Newton Timing & Race Services for the Memorial Day Race.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Genevieve Field, Board Member
AYES:	Bauldry, Talbot, Craig, Dunsmore, Wilson, Conley, Field
ABSENT:	Kalandyk

Meeting was adjourned at 6:45 PM.

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