CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

MARCH 4, 2020

AGENDA

Council Chambers	Regular Meeting	5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

THIS MEETING WAS OPENED BY

PLEDGE OF ALLEGIANCE

A. CALL TO ORDER

B. STAFF PRESENT

C. ADMINISTRATIVE REPORT

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Feb 12, 2020 5:30 PM
2. Parks & Recreation Commission - City of Burton 50th Anniversary - Feb 18, 2020 5:30 PM

E. PURPOSE OF THE MEETING

1. Easter Egg Hunt
2. Memorial Day Events
3. Parks Clean Up
4. Burton 50th Anniversary Updates

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

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

CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

FEBRUARY 12, 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 5:30 PM.

THIS MEETING WAS OPENED BY JIM CRAIG

PLEDGE OF ALLEGIANCE WAS LED BY JEREMY SCHARRER

A. CALL TO ORDER

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

B. STAFF PRESENT

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

C. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Dec 11, 2019 5:30 PM

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

2. Parks & Recreation Commission - City of Burton 50th Anniversary - Jan 21, 2020 5:30 PM

Minutes Acceptance: Minutes of Feb 12, 2020 5:30 PM (APPROVAL OF MINUTES)

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

D. NOMINATIONS

1. Approve and Authorize Jim Craig for Parks & Recreation Chairperson from February 2020 through December 2020 term.

RESULT:	**CARRIED [3 TO 2]**
MOVER:	Robert Wilson, Vice Chairperson
SECONDER:	William Owens, Commissioner
AYES:	Craig, Wilson, Owens
NAYS:	Talbot, Scharrer
ABSENT:	Bauldry
EXCUSED:	Dunsmore, Conley, Fallis

2. Approve and Authorize Jeremy Scharrer for Parks & Recreation Chairperson from February 2020 through December 2020 term.

RESULT:	**FAILED [2 TO 3]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Jeremy Scharrer, Commissioner
AYES:	Talbot, Scharrer
NAYS:	Craig, Wilson, Owens
ABSENT:	Bauldry
EXCUSED:	Dunsmore, Conley, Fallis

3. Approve and Authorize Bob Wilson for Parks & Recreation Vice Chairperson from February 2020 through December 2020 term.

RESULT:	**FAILED [2 TO 3]**
MOVER:	James Craig, Chairperson
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Craig, Wilson
NAYS:	Talbot, Scharrer, Owens
ABSENT:	Bauldry
EXCUSED:	Dunsmore, Conley, Fallis

4. Approve and AuthorizeJeremy Scharrer for Parks & Recreation Vice Chairperson from February 2020 through December 2020 term.

Minutes Acceptance: Minutes of Feb 12, 2020 5:30 PM (APPROVAL OF MINUTES)

RESULT:	**CARRIED [3 TO 2]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Jeremy Scharrer, Commissioner
AYES:	Talbot, Scharrer, Owens
NAYS:	Craig, Wilson
ABSENT:	Bauldry
EXCUSED:	Dunsmore, Conley, Fallis

E. ADMINISTRATIVE REPORT

Mrs. Clous stated I hope everyone has received the memo from the Clerk's Office regarding the meeting attendance and commissioner pay. If you have not received the memo, please check your e-mail. I have a new extension to help our residents regarding Parks and Rec, it is 810-743-1500 ext. 1099. I wont be here on March 11th for the next meeting so I would like to switch that around. Also if anyone has the opportunity to look into our storage room, Taylor the mayor assistant has been claning that up for us and it looks awesome. We have also received a letter of resignation from Joseph Fallis. We now have an open position and are looking for someone to fill the seat.

Mr. Craig stated I appreciate the talents he brought, the trail scoping was very much appreciated. I am sorry to see him go. He was valuable when he was here but I am glad we can get someone in the seat who can be engaged that might express some interest.

F. PURPOSE OF THE MEETING

1. Motion to Approve $2,000.00 Donation to the DAV from the Veterans Honor Run Fund.

   Mr. Craig stated this will come from the Veterans Honor Run proceeds. We have done this ever since the beginning and it is sometimes a reason why people do the race. One of the reasons they do the Burton races is because we have the Burton Race Series, so if you do 3 or 4 you get a medal. A lot of our races also bring in money that go back to local charities. The Veteran's Honor Run was always to go to the Veterans who needed help. This year someone had asked if they could fill their Ruck Sack with food, she spread the word and almost all the ruck runners had filled their sacks with food donations. We are going to incorporate that next year with the food going to the Veterans. We will have a check presentation ceremony at the council meeting Monday night.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Jeremy Scharrer, Commissioner
AYES:	Talbot, Craig, Wilson, Scharrer, Owens
ABSENT:	Bauldry
EXCUSED:	Dunsmore, Conley, Fallis

2. Adopt-A-Park discussion.

   Mr. Craig stated this is something Jeremy has been working on a lot. I understand there are some developments though.

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Mrs. Clous explained Jeremy and I have discussed why we are not doing the Adopt-A-Park. We can ask for volunteers but anything with a contract is going to have to go through our attorneys.

Mr. Scharrer stated he is working on re-doing Adopt-A-Park to make it so it would not involve legal contracts rather just volunteer events. Basically they would come in and do it on their own, it would still be a program. There are programs through Genesee County that I recently learned about that may be also willing to help us out with that sort of thing. For now it is back to the drawing board, most of it is there, I just have to take out the contract part of it. We basically cant let them adopt the park because that is getting into the legalities.

Mrs. Clous stated my thinking is more like a work bee. Have volunteers like with the Christmas tree lighting.

Mr. Scharrer stated we may try to set up a bank of volunteers who are willing to come out to help. Then when projects are coming up we can start to advertise.

Mrs. Talbot stated we could start a volunteer list. We could get their text or e-mail and send out a notice to all the volunteers when we have an event or project coming up and need their help.

Mr. Scharrer stated we could set something up so two or three weeks before the event we send out notice and they can respond so we know we have a crew to do it.

Mr. Craig stated so we aren't doing anything contractually, but if we get something for park and fire station 1, maybe the NHS at Bendle and they are out there once a month. They aren't contracted but they are regulars, can we still somehow acknowledge them with a banner or sign with their names on it?

Mr. Scharrer stated maybe at the end of the season have an acknowledgement or thank you to them for their help keeping this park clean.

Mr. Craig stated we want to recognize the people who are helping the community.

Mrs. Clous stated we have a boy scout group that is looking to step up and help out with volunteer work in any way they can. It is Rachel Frost from the Treasurer's Department, the boy scout group her son is involved in.

Mr. Craig stated they are out by Kearsley so they are 131. We also have the troop and pack from 160, the Bentley area. I can bring that up at the district meeting again. We could see if we can get the Kiwanis there. We can check with the American Heritage Girls, they are always helping with our races.

Mr. Scharrer stated I know a lot of churches were interested before when we were talking about Adopt-A-Park.

Mr. Craig asked if we have to check on the legalities on the sign after the season or if that is something we can do?

Mrs. Clous stated she will check into that.

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Mr. Craig stated I appreciate all the work Jeremy has put into this.

3. Easter Egg Hunt

Mr. Craig stated that the Easter Egg Hunt is April 4th.

Mrs. Talbot stated that she will not be available to be there on the 4th but will coordinate with Amy on that day. It is from 1-3PM with the public but we begin set up much earlier in the day. I may be able to be there for a couple hours but cannot do the full day.

Mrs. Clous stated she has a flyer she wants everyone to review before she publishes it. Are we still doing time slots?

Mrs. Talbot stated yes we are doing the time slots, we have to because of the age groups. The youngest two groups go first, the next age up goes out to the soft ball field and the eldest group goes out to the track. We keep the younger kids up close in the fenced in area. Unfortunately last year we did not have enough eggs.

Mrs. Clous asked how many eggs do we need?

Mrs. Talbot stated we order the eggs from a company but cannot do the toys in them this year. That was a big mistake and we had a lot of complaints.

Mrs. Clous stated Tina and I had discussed stuffing them ourselves. I will do some research to see where we ordered them last year and how many we ordered.

Mrs. Talbot stated We do stuff what we have. Last year we ordered the small boxes and it should have been the bigger boxes so we were very short. I will help as much as I can but unfortunately I have family matters to attend to but I do have plenty of volunteers that will be there to help. Do we need to have another meeting?

Mrs. Clous stated yes. I will not be here on March 11th.

Mrs. Talbot asked what about March 4th?

Mrs. Clous stated yes at 5:30 PM. We can move the March 11th Parks and Recreation meeting to March 4th.

Mrs. Talbot discussed having extra time between each egg drop so there is time to clear the field and get the next set of eggs back out. We need four Easter baskets bought. Each group will have one special egg and who ever finds the egg gets the Easter basket for that age group. We will need a balloon guy for the event also.

Mrs. Clous asked where do we order the bounce houses from?

Mr. Craig stated he believes it is from Valley Tent Rental in Goodrich.

Mrs. Clous asked if we order a port-a-potty?

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Mrs. Talbot stated yes we get two and they put it by the fence by the track. Mrs. Conley usually has a bunny costume.

4. Memorial Day Events

Mr. Craig stated we have two phases here, we have the race that Councilman Smith and I usually coordinate. We are all at Atherton at 6:00 AM to get ready, the race starts at 8:30 AM. Once the race is complete it's Bob's turn for the day.

Mr. Wilson contacted the Marine Corp League and they are going to be there for the color guard presentation during and afterwards. The dealership is going to provide us with another vehicle. We are working on the Veteran of the year, both male and female. We have contacted the VFW and the DAV to see if they can work together to clean up the Memorial Park before the festivities. We aren't going to do the mile?

Mr. Craig stated no, no Burton mile. We did not get enough participants.

Mr. Wilson stated the parade starts at 1400 (2:00 PM) and the line up is at 1300 (1:00 PM). We put the Veteran's first, then the city officials.

Mr. Craig stated with the activities we usually have a band there.

Mr. Scharrer stated Rodeo Drive last year. I can ask, I have had a few events we have had bands at but I also know where she got Rodeo Drive from.

Mr. Craig stated we have the band, Judge Latchana, we need to reach out to him to see if he will do the master ceremony for the Veterans Memorial.

Mr. Wilson stated the Memorial is going to be done at 1700 which is 5:00 PM and completed by 6:00 PM. The reason we are doing it at 5:00 PM is because it is a long day and it may be the Marine Corp Leagues last year. The fireworks will be at 10:00 PM.

Mrs. Talbot asked if you are doing the candlelight too?

Mr. Wilson stated he isn't sure because he is home during that time frame.

Mr. Craig stated he believes that is 9:00 PM. Do we have a schedule of events or a flyer from last year?

Mrs. Clous stated she will look for it.

Mr. Craig asked if Meijer is still going to sponsor our fireworks? If not maybe we could make a post that we are looking for donations or someone to sponsor the fireworks show this year.

Mrs. Talbot asked what was the reasoning behind Meijer stopping their sponsorship?

Mr. Craig stated I think it was a corporate thing.

Mr. Wilson stated I know they changed managers at the store.

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Discussion ensued regarding the donation process and why Meijer may have stopped donating.

Mr. Craig stated he might check with Walmart. A lot of car dealerships also are pretty generous with their donations.

Mrs. Clous stated she will need to also look up the forms and figure out how many cars we can have.

Mr. Craig stated previous issues we have had with the size of the vehicles and how long the parade can be.

Mrs. Clous stated we need to speak with all the school bands to encourage them to participate.

Mr. Craig stated that would be a great idea. We have a lot of schools in this jurisdiction that could participate.

Mr. Scharrer asked what if we invited other cities from around the County that do not have parades on Memorial Day to participate? It would be cool to invite neighboring cities to our community. Other cities allow neighboring communities to participate in their events and I think it would be a good idea for us to follow suit. I know sometimes they have complained because we cant have the sirens and horns on the fire trucks going since it is a memorial.

Mr. Craig stated to Jeremy's point with the Burton Race we get people from all over, it is a regional race. We get people in from all our neighboring cities but also all the way up from Mio and about one third of our participants are from the Metro Detroit area because we have walker divisions. So we have become more of a regional race and it is a great way to market the city. I think it is a great idea. If anyone thinks of anything else maybe send Amy an e-mail and CC the rest of us on it. Or would that violate the Open Meetings Act in anyway?

Mrs. Clous stated sending ideas would be okay, we wont have any discussions and can bring it all up at the following meetings.

5. City of Burton 50th Anniversary

Mr. Scharrer stated last month we had our first meeting. Paula Schmidt from the Burton View wrote an article and captured everything we had discussed. One of the big things we had discussed was our Burton Idol. We also talked about car shows, touch a trucks, and a lot of other really great ideas. Right now we are just trying to get the word out, we have a time slot and are looking for ideas to fill those time slots. We are still looking for participation, everyone is welcome to attend. Our next meeting is February 18th at 5:30 in the Community Room. It will be the 3rd Tuesday of the month. I brought a news paper from every Anniversary we have had in the past so we could take some ideas from those events. We are looking for businesses and schools to participate. Anyone who has been here for the full 50 years.

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Mr. Craig stated if you want someone who has a lot of information on the history of the city you could talk to Mona Miron.

Mr. Scharrer stated she has been writing articles that have been going out in the last couple of papers that have a lot of history stuff and they are really interesting. The last one was about the Police and Fire Department. I know Sidona from the Burton Library also wanted to be involved. We are looking for groups to get involved that would be willing to come in and take a day, should we decide to go that route. The idea was to go from Memorial Day through Labor day and have an event every other weekend. It would end up being six weekends. We discussed having Kiwanis maybe having an ice cream social at a certain park on a certain day. Or something to that effect with the different goups from around the city putting on their own event.

Mr. Craig asked what year was that, 1972?

Mr. Scharrer stated yes, so it will be July 1st 2022.

Mr. Craig suggested we could have everyone dress like they did in 1972, theme out a weekend.

Mr. Scharrer stated we discussed doing a business expo. Each business could have a gift basket available to donate for a raffle. Participants would by the raffle tickets at the door and go around to each business, put their tickets in the raffle for the basket they want. That would give them an option to get to know the businesses as well.

Mr. Craig asked who is doing the raffle?

Mr. Scharrer stated it would be the business who would enter their stuff. They would do the drawing, kind of like a silent auction type of thing. Each business would have a jar for the participants to drop however many raffle tickets they choose into the jar of the business they would like to win the prize for.

Mr. Craig asked if that is something we can do legality wise? We had something with the scouts before where they couldn't do a game of chance so that might be something we need to look into.

Mrs. Clous stated she will look into it.

Mr. Scharrer stated the other thing Amy and I had discussed was starting the Burton's got Talent or Burton Idol. We could start it early, maybe this Memorial Day. We would need to get a hold of Town Square Media.

Mr. Craig stated there is a long time between the parade and when the fireworks go off so I like that idea. We could have a food truck also.

Mr. Scharrer stated February 18th is our next committee meeting so we can go over all of it then too.

G. AUDIENCE PARTICIPATION

None.

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H. COMMITTEE DISCUSSION AND OR ACTION

Mrs. Clous stated she has run walk flyers available to hand out to the schools. I will also have the Easter Egg Hunt flyers ready for you all at the next meeting.

Mr. Scharrer stated we this rethinking of Adopt-A-Park I wanted to move forward on the park clean-ups. I set up a schedule for spring to hit all five parks. Last week I had a meeting with Flint Water Shed Collation along Thread Creek. They know a lot about the flood zones and what can go into these parks. They sent me a ton of resources and gave me a ton of ideas. They said the EPA probably wont let us do a lot of building because it is a class A flood zone. They will not allow us to cut the brush back because it is keeping the ground there but will allow us to put a dock in so people can get to the water. Building permanent structures maybe off the table. They are getting me some contacts from For-Mar to look at the plants along the creek to let us know if there is anything we can thin out.

Mrs. Talbot asked if they had an issue with playground equipment?

Mr. Scharrer stated the issue is not with the equipment rather the mulch under the equipment. And according to ADA you now have to have 18 inches of mulch under all playground equipment. They are a great contact to have up there. Another thing they talked about is a kayaking group that goes through twice a year when the water is high enough. So there are a ton of events that we wouldn't even have to advertise for. We discussed the native plant species and how they will thrive, it was really cool to talk to people who know what they are talking about with all of this.

Mr. Craig stated if you need some contacts from For-Mar let me know because I can pass some information along to you.

Discussion ensued regarding park clean-up.

Mr. Craig asked Mrs. Clous if she can check with the Mayor on the Iron Belle Trail Connector to see what type of DNR grants we can get for the next phase to start making that a reality. I would like to get a feeling where he stands on that.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, MARCH 11, 2020 AT 5:30 PM.

Meeting was adjourned at 6:48 PM.

Minutes Acceptance: Minutes of Feb 12, 2020 5:30 PM (APPROVAL OF MINUTES)

CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

FEBRUARY 18, 2020

MINUTES

Community Room	City of Burton 50th Anniversary	5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

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

I. MEMBERS PRESENT

Jim Craig
Jeremy Scharrer
Lindsey Bice

II. PURPOSE OF THE MEETING

Discuss topics related to the planning and preparation of the City of Burton 50th Anniversary Event.

III. AUDIENCE PARTICIPATION

None.

IV. COMMITTEE DISCUSSION

A. General Discussion

The following topics regarding the City of Burton 50th Anniversary Event were discussed:

- Recap of the January 2020 meeting
- Business Expo with a raffle prize
- Chili cook-off
- Summer Schedule
  - 6 days where 6 different groups from the city put on their own event
    - Kwianis, Rotary, Eagles, VFW, DAV etc.
  - We need to contact these groups to see if they would be interested in being involved
- Themes for events
  - 1972 theme
  - 1950's theme
- Golden Gala dinner at Abbey Hall or possibly at Courtland
  - Invite all the who's who's i.e. previous mayors and council members
  - Have a citizen award presented at this dinner
- Touch a truck event

Minutes Acceptance: Minutes of Feb 18, 2020 5:30 PM (APPROVAL OF MINUTES)

- Jail and Bail
- Burton Idol or Burton's Got Talent
  - Town Square Media Hosting
  - Start this during the Memorial Day festivities
- Food truck event
- Start an online memory board

Meeting was adjourned at 6:45 PM.

Minutes Acceptance: Minutes of Feb 18, 2020 5:30 PM (APPROVAL OF MINUTES)