



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

MARCH 9, 2016

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.

ROLL CALL

Attendee Name	Title	Status	Arrived
Sandra Talbot	Co-Chairman	Present	
Robert Spose	Commissioner	Present	
James Craig	Chairman	Present	
Debra Dunsmore	Commissioner	Excused	
Steven Hatfield	Councilman	Present	
Robert Wilson	Commissioner	Present	
Sherry Adams	Commissioner	Excused	
Angela Jackson	Commissioner	Excused	

A. STAFF PRESENT

B. Bigsby, Parks & Recreation Director and M. Kimball, Clerk

B. APPROVAL OF MEETING MINUTES

1. Parks & Recreation Commission - Regular Meeting - Feb 10, 2016 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Robert Spose, Commissioner
AYES:	Talbot, Spose, Craig, Hatfield, Wilson
EXCUSED:	Dunsmore, Adams, Jackson

C. PURPOSE OF THE MEETING

2. FAMILY MOVIE NIGHT AT BENTLEY UPDATE

Mrs. Bigsby stated Family Movie night on April 30th is still scheduled to take place at Bentley Middle School. If this is not possible, we will move the location to Bendle. If Bentley cannot help with the food, we can find sponsors for this. We will need around 500 hotdogs and buns. Mr. Craig will bring 5 cases of water.

3. FAMILY MOVIE NIGHT @ BENDLE SCHOOL

Mr. Craig stated Mrs. Dunsmore and Mrs. Bigsby did an excellent job organizing this event. Ms. Jackson did a great job cranking out the hot dogs. I think that the

Chairperson of each event should be the "face" at the event. This person is running the event from start to finish.

4. EASTER EGG HUNT UPDATE

Mrs. Talbot said for the Easter Egg Hunt, March 19th we will start setting up at 10 a.m. This event is from 1-3 p.m.

Mr. Craig will post the event information on Facebook to see if anyone is interested in volunteering to help.

Mrs. Bigsby said she will ask Bendle School if any students are interested in helping. I have a student coming from Atherton to help.

5. MEMORIAL DAY UPDATE

Mr. Spose said we need to find a place to build the Memorial Day Parade Float. Mr. Wilson offered his driveway.

Mr. Craig asked for a PDF Version of the Memorial Day Parade application so that he can post it on Facebook.

Mr. Wilson suggested having a ceremony to dispose of the old flags on Memorial Day. The Boy Scouts and D.A.V/VFW could be involved in this ceremony.

Mr. Craig suggested advertising to the public to bring in their flags for the Memorial Day Ceremony.

Mrs. Bigsby stated we should have the ceremony around 6:15 p.m. to 6:30 p.m.

6. BOY SCOUT PARTNERSHIP OPPORTUNITIES DISCUSSION

Mr. Craig stated I was at the Chamber meeting last month and the Boy Scout Executive Director from the area was there. He invited me to a scout meeting. Just like the school students, the scouts have to have community service hours. He said the Boy Scouts could help with the events and participate in the parade. He invited me to be part of a district committee for all the scouts in the area. I am hoping next year the Boy Scouts can put on an Earth Day Event in Burton.

7. DISCUSSION ON BY-LAWS

Mrs. Bigsby suggested setting up a By-Laws Committee. She said one thing that needs to be changed or added is that a member needs to attend the meeting and/or participate in an event in that month in order to receive payment. For an example, Ms. Dunsmore is not at the meeting tonight however she participated in the movie night event.

Mr. Craig said Mr. Spose, Mr. Wilson, Mr. Hatfield and myself will be on the By-Laws Subcommittee. We will meet on March 30th, 2016 @ 5 p.m. in the Council Chambers.

D. AUDIENCE PARTICIPATION

E. ADMINISTRATIVE REPORT

Mrs. Bigsby stated we did not make this round for the Iron Belle Trail Funding. They only had \$350,000.00 to give and there were \$1.2 million in grant requests submitted. I will ask Jacob from Genesee County if anyone from the County received funding.

I will be making bookmarks to hand out for the movie night events. This will be good advertising. The first movie is scheduled to be at Bentley. Bendle will be the backup location if we need to change it.

We had over 150 participants at the movie night at Bendle. We went through 450 hot dogs and buns, we had cookies, chips and popcorn. Jim Craig donated bottles of water and Mrs. Dunsmore gave out shoes to the kids.

I have made up a packet on the Easter Egg Hunt Event. This has all the information regarding the event such as the games, prizes, age groups, etc... I will be making up a packet for each event explaining everything in the event I am not here. We will have an Easter bunny there and the bounce houses and porta-potties are on order. Mrs. Dunsmore donated 60 stuffed animals for prizes. We still need the Easter baskets and coloring books. I would like to add a golf game where the kids can win tickets for the prize area. I am also looking into having a giant connect four game in place of putt putt golf.

The Burton Youth League registration is open and the forms have been distributed to the schools and several day cares. We have 34 kids registered as of today and we have two sponsors.

The Memorial Day parade participants will line up at 1:00 p.m. and take off at 2 p.m. The entertainment will be the Sauce Cats. I have the contract and CD from them. They will play from 4-7 p.m. We have two sponsors so far, Zito Construction and Goyette Mechanical and two parade registrations. The V.F.W, D.A.V. will have food, Atherton band should be playing at 7:30 p.m. I am still waiting on a confirmation from them. The Memorial Ceremony will be at 8 p.m. and the Candlelight Ceremony at 9:15 p.m.

The Transom Twister Club came in today and presented me with a \$100 check donation for Parks & Recreation to thank us for letting them participate at Kelly Lake twice a year. I would like for us to help advertise this event. Jerone, a student from Atherton, has been helping me with Parks & Recreation events prep work. He is eligible for the W.I.O.A. Program (Workforce Innovation and Opportunity Act) at Atherton School. This nearly \$3 billion program funds state and local workforce initiatives and provides a comprehensive menu of job training services for adults and youth. The program is for 2 hours a day after school. Jerone will be helping Burton Parks & Recreation for two hours a day, two days a week and he will be working with the Senior Citizens Center two hours a day, two days a week.

F. COMMISSION DISCUSSION

Mr. Craig stated Play It Again Sports is interested in being a Burton Youth League sponsor.

G. COMMISSION RECOMMENDATIONS AND/OR ACTION

Meeting was adjourned at 6:24 PM.