



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

NOVEMBER 10, 2015

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Council Representative Steven Heffner at 5:30 PM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Steven Heffner	Council Representative	Present	
Sandra Talbot	Commissioner	Present	
Robert Spose	Commissioner	Present	
James Craig	Commissioner	Present	
Debra Dunsmore	Commissioner	Excused	
Robert Wilson	Commissioner	Excused	
Sherry Adams	Commissioner	Excused	

B. STAFF PRESENT

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

C. APPROVAL OF MEETING MINUTES

1. Parks & Recreation Commission - Regular Meeting - Oct 14, 2015 5:30 PM

RESULT:	TABLED [UNANIMOUS]
AYES:	Heffner, Talbot, Spose, Craig
EXCUSED:	Dunsmore, Wilson, Adams

D. PURPOSE OF THE MEETING

A. Trick or Treat Trail Update

Mrs. Bigsby stated we did not have as many kids or businesses this year attend the Trick or Treat Trail event. This was mostly because of the weather and the fact that it was Sweetest Day. The football game and the Policemen's Ball were also on this same night. Next year we should have this event on the Saturday before Halloween. We need to work on getting more vendors to set up on the trail.

Mr. Heffner said we could have a decorating competition between the vendors and present the winner with a trophy.

B. Veteran's Honor Run Update

Mr. Craig reported right now we have 115 11K runners, 105 5K runners and 88 5K

walkers, 308 participants total. Last year at this time we had 375 participants. Many people will sign up at the last minute. Every year we increase in our numbers. We are hoping to have 400 to 450 participants this year. The first year we had 296 participants. The second year was 375 participants. Anyone who will be helping should be there by 8:30 a.m. the day of the race.

Mr. Heffner asked Mr. Craig to talk about the Veteran's Honor Run on a radio station.

Mrs. Bigsby sent out a mailing to various veteran's organizations in the 25 mile radius. I will ask Barhitte School and the church on Lapeer Road if we can use their parking area.

C. Pizza with Santa Update

Mrs. Bigsby reported, so far we have the Santa, Hot Shot Photography, balloon twister, cookie decorating, bounce house and the movie "Inside Out". Mr. Spose will build a mailbox for the Santa letters. We will have the parents address the envelopes so that Santa can respond to their letters. I have ordered Christmas bulbs, candy canes for Santa to give out; popcorn machine and we will have Little Ceasars bring in the pizza.

D. Christmas Parade Update

Mrs. Bigsby said I would like to get more churches involved in the parade. I will be sending out registration forms to the businesses and calling them. We will need a float committee. The trailer will be delivered to Mr. Heffner next week so that we can start building and decorating our float.

E. AUDIENCE PARTICIPATION

Al Morgan of Grand Blanc stated I work for Helping Hand Home Health Care and am also a screen writer. I am also working with a film maker out of Detroit. We are trying to bring an independent film project to the Flint, Burton and Detroit area. The film is a true story about a ninth grade basketball player and how she develops into a professional basketball player.

I have spoken to Mrs. Bigsby and Stacy Watson from Atherton High School about the possibility of us doing some fundraising in the Burton area for a one day basketball camp/clinic this year. This would be a great opportunity for the City of Burton and could become an annual event.

This clinic would involve Earl Curitan who is a former basketball player and currently works with the Piston's organization and Community Outreach. Mr. Curitan will be playing the lead in the film. Greg Grant, who played overseas, has a huge sports facility in the Detroit area. He has basketball camps, clinics and one on one basketball. Tania Edwards, from Flint, played professional women's basketball in Tennessee. Deana Nolan from Flint played with Detroit Shock and currently plays in Russia. The camp would involve these people as the main counselors.

I see a lot of talent and potential in the area school districts that could be developed further. Professional players would be teaching them in this camp. The Piston's also come into the communities and offer activities and training. I think this would be great publicity and exposure for the community. If the Parks & Recreation Commission approve of this, we have a tentative date of April 9, 2016. This date is very flexible depending on if you think it would be a good fit for the community. We would pay to rent the Atherton School's facilities

and make it available for all the kids in all the districts. We could distribute flyers and registrations to the schools and set a price for the camp/clinic.

F. COMMISSION RECOMMENDATIONS AND/OR ACTION

1. Approval of Invoice #209915 from Advanced Tex Screen Printing dated October 23, 2015, in the amount of \$142.00 for the purchase of Memorial Day Race Shirts.

RESULT:	TABLED [UNANIMOUS]	Next: 12/9/2015 5:30 PM
AYES:	Heffner, Talbot, Spose, Craig	
EXCUSED:	Dunsmore, Wilson, Adams	

Meeting was adjourned at 6:25 PM.



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

OCTOBER 14, 2015

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Council Representative Steven Heffner at 5:40 PM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Steven Heffner	Council Representative	Present	
Sandra Talbot	Commissioner	Present	
Robert Spose	Commissioner	Absent	
James Craig	Commissioner	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Commissioner	Present	
Sherry Adams	Commissioner	Late	6:00 PM

B. THE PLEDGE OF ALLEGIANCE WAS LED BY JIM CRAIG.

C. STAFF PRESENT

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

D. APPROVAL OF MEETING MINUTES

1. Parks & Recreation Commission - Regular Meeting - Sep 9, 2015 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Sandra Talbot, Commissioner
AYES:	Heffner, Talbot, Craig, Dunsmore, Wilson, Adams
ABSENT:	Spose

E. PURPOSE OF THE MEETING

A. Trick or Treat Trail Update

Mrs. Bigsby said we are going to need everyone that can help to meet at Kelly Lake by 9 a.m. to set up. I have ordered 60 dozen cookies from Jablonski's Bakery. They will be ready for pick up Saturday at 1:00 p.m. I will pick up 60 gallons of apple cider on Saturday from Meijer's and Friday I will pick up the pumpkins. I have ordered the tents, tables, chairs, bounce houses and hay for the hay wagon. The hay and decorations will be dropped off at Mr. Heffner's house on Friday. A petting zoo and balloon twister will be at the event.

Mr. Heffner said he would like to set up at least five stations to hand out candy. We will have a cotton candy station also. I would like decorations to put in the woods along the hayride trail.

B. Veteran's Honor Run Update

Mr. Craig stated the dog tags for the Veteran's Honor Run are sponsored by Mr. Heffner. The first 250 people to sign up will receive a dog tag. The top three finishers in each age group will receive a medal on a ribbon. The plaques are for the overall winners. The challenge coin is for the people that run the 11K. Those people who participate in three out of the four races in the series will receive another medal. Those who run all four races in the series will receive a special lanyard with a medal. Also if you have participated in three of the races you will be entered into a drawing to receive a \$50 gift card and for four races you will be entered to win a \$100.00 gift card. We have 112 people signed up right now. We are hoping for at least 400 participants. We will have volunteers from Powers School. They dropped the registration price for kids under 15 years old to half off.

Ms. Talbot said there will be volunteers from Atherton there also.

C. Pizza with Santa Update

Mrs. Bigsby spoke regarding the Pizza with Santa event on December 5, 2015 at noon. She said she contacted the movie company for the pricing on the movies Inside Out and Polar Express and we need to set up the committee for this event.

Ms. Dunsmore stated we will have cookies, stocking and ornament decorating, face painting, balloon twister, pictures with Santa, pizza with Santa, popcorn, either an obstacle course or bounce house in the gym, and a mailbox for letters to Santa. I would also like to have cotton candy and a choir.

It was unanimously agreed upon by the committee members to have Mr. Spose make the mail box and post office area.

Mrs. Bigsby stated I will call New Testament to see if their choir can sing, call Hot Shots for the pictures, call for a Mr. And Mrs. Santa and look for a standard letter to Santa.

Mr. Heffner commented he would like to have a bike giveaway. He said we could have a drawing for certain age groups and could give each child a ticket when they come in for a chance to win a bicycle. We could ask for bike donations or money to go toward the purchase of bikes.

D. Christmas Parade Update

It was decided between the committee members to change the start time for the Christmas Parade to 6 p.m.

Mrs. Bigsby said she will look for plastic ornaments for the float.

F. AUDIENCE PARTICIPATION

None.

G. ADMINISTRATIVE REPORT

Mrs. Bigsby, Parks & Recreation Director reported there was a very nice ad in the Burton View for the Trick or Treat Trail event. They do a great job with our ads.

I have dropped off registration forms to businesses along with faxing and e-mailing them. I have also put it out on Facebook. We have not had a good response. So far, Creekwood Dental, Paula Zelenko and New Testament will be setting up a booth. We need more people to set up booths and pass out candy. We also need more volunteers to help out at booths. The High Schools have made announcements asking for volunteers. The Cub Scouts will be having an event at Kelly Lake on Sunday and will be coming in to clean up the park Saturday at 6:30 p.m. The ribbon cutting at Kelly Lake will be held Friday at 9:30 a.m.

Mrs. Bigsby stated research students contacted me from the University of Michigan. They would like to do a research project on Kelly Lake because of the ecoli. I met with them at Kelly Lake a couple of weeks ago. Their initial thought is that the ecoli is not coming from the geese. They think it may be coming from the vegetation in the lake dying off because it happens pretty much at the same time every year. So they will be doing research on this and give us their findings. They are also going to work with another department on turtle research at Kelly Lake. We have a lot of turtles there. The contractor that was working on the boardwalk told me that in all his years working around wetland he has never seen a turtle dig a hole and lay their eggs. He seen this while working on the boardwalk.

H. COMMISSION DISCUSSION

None.

I. COMMISSION RECOMMENDATIONS AND/OR ACTION

None.

Meeting was adjourned at 6:30 PM.

Minutes Acceptance: Minutes of Oct 14, 2015 5:30 PM (Approval of Meeting Minutes)



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 11/10/15 05:30 PM

Department: Mayor's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Paula Zelenko

D.A

SCHEDULED

AGENDA ITEM (ID # 1959)

DOC ID: 1959

Trick or Treat Trail Update



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 11/10/15 05:30 PM

Department: Mayor's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Paula Zelenko

D.B

SCHEDULED

AGENDA ITEM (ID # 1960)

DOC ID: 1960

Veteran's Honor Run Update



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 11/10/15 05:30 PM

Department: Mayor's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Paula Zelenko

D.C

SCHEDULED

AGENDA ITEM (ID # 1961)

DOC ID: 1961

Pizza with Santa Update



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 11/10/15 05:30 PM

Department: Mayor's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Paula Zelenko

D.D

SCHEDULED

AGENDA ITEM (ID # 1962)

DOC ID: 1962

Christmas Parade Update


Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

MOTION (ID # 1963)

Meeting: 11/10/15 05:30 PM
Department: Mayor's Office
Category: Events
Prepared By: Marcy Kimball
Initiator: Paula Zelenko
Sponsors:
DOC ID: 1963

**Approval of Invoice #209915 from Advanced Tex Screen
Printing dated October 23, 2015, in the amount of \$142.00 for
the purchase of Memorial Day Race Shirts.**

RESULT:	TABLED [UNANIMOUS]	Next: 12/9/2015 5:30 PM
AYES:	Steven Heffner, Sandra Talbot, Robert Spose, James Craig	
EXCUSED:	Debra Dunsmore, Robert Wilson, Sherry Adams	



ADVANCED TEX SCREEN PRINTING
22040 GRATIOT ROAD
MERRILL, MI 48637
PH: 989-643-7288 F:989-643-5526

Invoice: 209915

Date Ordered: 9/24/15
 Date Invoiced: 10/23/15
 Date Due: 11/17/15

Ordered By	Phone	Fax	Email
LESTER BRADY	810-610-7659		LOBWALKS@AOL.COM

CITY OF BURTON ROAD RACE
 4303 S CENTER RD.
 BURTON, MI 48519

SHIP TO:
 CITY OF BURTON ROAD RACE
 12541 PAGELS DR
 GRAND BLANC, MI 48439
 ATTN: LESTER BRADY

Customer #	PO Number	Terms	SALES REP	Ship Method
2341	MEMORIAL DAY 5K -	NET 25	HOUSE	UPS GROUND

Qty	Part Number	Color	Description	SIZES XS	S	M	L	XL	OTHER	Unit Price	Total Price
5	ST370	WHITE	Sport-Tex CamoHex Tee			1	2	2		10.50	52.50
1	ST370-2X	WHITE	Sport-Tex CamoHex Tee						1	12.50	12.50
6	LST370	WHITE	Sport-Tek® Ladies CamoHex V-Neck Tee		2	2	1	1		10.50	63.00
12											

Note:

Subtotal	128.00
Sales Tax	
Shipping	14.00
Total	142.00
Paid	
Balance	142.00

Attachment: Advanced Tex Invoice (1963 : Approval of Invoice #209915)



Report Date: 10/23/2015

Packet Pg. 12