



BURTON, MICHIGAN

DRAFT

BURTON PARK AND RECREATION COMMISSION MEETING

NOVEMBER 12, 2014

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 5:37 PM.

A. CALL TO ORDER

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

B. STAFF PRESENT

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

C. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Special Meeting - Oct 1, 2014 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Heffner, Talbot, Spose, Dunsmore, Adams
ABSENT:	Luxton, Wilson
EXCUSED:	Craig

2. Veterans Honor Run Committee - Regular - Oct 1, 2014 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Heffner, Talbot, Spose, Dunsmore, Adams
ABSENT:	Luxton, Wilson
EXCUSED:	Craig

3. Parks & Recreation Commission - Regular Meeting - Oct 8, 2014 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Heffner, Talbot, Spose, Dunsmore, Adams
ABSENT:	Luxton, Wilson
EXCUSED:	Craig

4. Veterans Honor Run Committee - Regular - Oct 15, 2014 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Heffner, Talbot, Spose, Dunsmore, Adams
ABSENT:	Luxton, Wilson
EXCUSED:	Craig

D. PURPOSE OF THE MEETING

1. Approval of Invoice #047970 from The Great Put On Inc. for Burton Memorial Day Road Race jacket lettering

Mrs. Bigsby said this invoice is for the lettering that was done on the jackets for the Memorial Day Race.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Sherry Adams, Commissioner
AYES:	Heffner, Talbot, Spose, Dunsmore, Adams
ABSENT:	Luxton, Wilson
EXCUSED:	Craig

2. Approval of VSBX-314 LED for Atherton softball field

Contingent on an agreement with Atherton Schools. Mrs. Bigsby will draw up the agreement.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Debra Dunsmore, Commissioner
SECONDER:	Rob Spose, Commissioner
AYES:	Heffner, Talbot, Spose, Dunsmore, Adams
ABSENT:	Luxton, Wilson
EXCUSED:	Craig

3. Veterans Honor Run Event Update

Mrs. Bigsby stated the Veteran's Honor Run last weekend was a big success even though the weather wasn't great. We had about 363 runners. The Disabled American Veterans group was there and we got a lot of positive feedback on the run.

4. Christmas Parade & festivities event Update

Mrs. Bigsby stated I have been getting calls about our Christmas Parade so I have given each of you a copy of the application. We need to set up our committee for this and decide if and where we are going to have festivities after the parade.

Ms. Dunsmore said I will check with Bendle School on having the festivities there.

Mr. Heffner stated Ms. Luxton will be in charge of our float decorating this year.

E. AUDIENCE PARTICIPATION

Mike Gwinn, Burton Youth League Commissioner, stated we had 27 teams (430 kids) participate this year. Our T-Ball group was down this year. We have had ten T-Ball groups in the past years and this year we only had six groups. We need to bring this number back up. Our registration fee is significantly lower than other schools.

We have used Atherton's fields for the last three years. It has been very convenient for the league to be there where we can administer everything on one site. We would like to purchase a score board for Atherton School's Softball field. The cost would be around \$2,000.00 and Atherton School would install it. They already have the electric there.

Mrs. Bigsby said in the past we have been paying \$650.00 per year to rent the fields. We have not paid this for two years because they were doing work on the fields so this would be in lieu of that. The \$2000.00 would come out of the Burton Youth League funds.

F. ADMINISTRATIVE REPORT

Mr. Heffner asked for an update on the Settlement Park parking lot.

Mrs. Bigsby said we will have to call a survey company to do the survey. This may have to go out for bid. We may have to wait until Spring or Fall of next year.