CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

OCTOBER 10, 2018

MINUTES

Council Chambers	Regular Meeting	5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chair James Craig at 5:30 PM.

THIS MEETING WAS OPENED BY JIM CRAIG.

PLEDGE OF ALLEGIANCE

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Board Member	Present	
Sandra Talbot	Commissioner	Absent	
James Craig	Chair	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Co-Chair	Present	
Christina Conley	Councilwoman	Excused	
Jeremy Scharrer	Commissioner	Present	
Joseph Fallis	Commissioner	Present	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Marcy Kimball, Clerk's Office

C. ADMINISTRATIVE REPORT

Ms. Warren stated Lisa Easterwood from Fleis & Vandenbrink will be here at our next meeting. She will go over our 5-Year Plan. She is recommending that we start our 30-day review process in November and have it on the Council agenda for the January 7th meeting, for the approval. That way the 5-Year Plan would be dated 2019 instead of 2018. We have received another one-year extension. This will give us time to finish up on the Iron Belle Trail. We have received another one-year extension. We have already had two extensions, but that does not affect the funds. I have submitted for that reimbursement and we should receive this soon.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Sep 12, 2018 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Co-Chair
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Talbot
EXCUSED:	Conley

2. Veterans Honor Run Committee - Regular - Sep 12, 2018 6:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Co-Chair
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Talbot
EXCUSED:	Conley

3. Parks & Recreation Commission - Trick or Treat Trail - Sep 26, 2018 5:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Co-Chair
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Talbot
EXCUSED:	Conley

E. PURPOSE OF THE MEETING

1. Trail scoping meeting summary

   Mr. Fallis stated the trail by Southmoor Golf Course is the agreed upon trail. This trail would go north to Judd Road. We have heard that the bar at Southmoor should be closed by next Fall.

   Mr. Craig said one of the biggest obstructions right now will be getting easement access from the property owners. I am hoping this trail will be great for economic development. When Royal Oak starting building trails, it revitalized that whole area.

   Ms. Warren said I like the idea of having double fencing behind the golf course and have the pathway go through those fences. This would keep people from entering other areas that they do not belong in.

2. Trick or Treat Trail

   Ms. Bauldry stated the donut holes are ordered. We still need to get cider. The Bentley Boosters are interested in setting up a table with hot chocolate and popcorn. There are no outlets on the outside of the building so we will have to run extension cords. Bentley Robotics and the National Honor Society will be helping us. I will ask

the athletic director if we could have some students help with unloading the pumpkins. The sponsors so far are Carter Lumber, Antcliff, Thomas Beardsley Painting, BJ's, Bentley Florist, Scotties and Johnnies Hardware.

Ms. Warren said other sponsors are Judge Jennifer Manley, Frank Manley, Mayor Zelenko, Bob Slattery, Charles Abbey, Creekwood Dental, Amanda Doyle, Waste Management, Tina Conley, Duane Haskins, Toby Bauldry and Bob Wilson. The flyers will be updated with the sponsors and will be in the paper three times starting next week.

3. Veterans Honor Run

   Veteran's Honor Run is looking for sponsors. There will be a GORUCK division in addition to the 5K Run, 5K walk and 11K Run. This is where you carry a rucksack or backpack. Black Forest Catering is providing the food for the post-race meal. We still need to pick up bananas.

4. Pizza with Santa

   Ms. Dunsmore stated Bendle is reserved for this event. The school will provide the janitorial service. I will pick up desserts. We can have popcorn and the National Honor Society will be there to volunteer their help.

   Mr. Craig said I will bring the water. We could have a survey for people to fill out.

   Ms. Warren said the balloon twister is booked for the Pizza with Santa and Trick or Treat Trail events.

5. 4063 : Christmas Glow Parade-Final Decision

   Ms. Warren stated the Downtown Development Authority decided to do their own store front decorating contest in lieu of their participation in the glow parade this year due to lack of time to organize and get participants. We still need to decide if we want to have this parade this year.

   Mr. Scharrer said I suggest, as soon as our Memorial Day Parade is over next year, we start preparing for this event if we are going to have it.

   Mr. Craig stated we have three big events in October and November. We are already stretched pretty thin at this time. If we have the parade, we have to have DDA's participation and help.

   The P&R Commission decided to cancel the Christmas Glow Parade for this year.

6. Park conditions

   Mr. Craig said I know DPW takes care of the parks but it would be nice to have someone checking them once a week. For now, I can check Fire Station 2 and Kelly Lake each week.

   Mr. Scharrer suggested having a church group or student group that needs community service work hours, adopt the parks. The fencing at Fire Station 1 gets

knocked down from snow plowing each year. The snow is pushed up to both sides of the fence. For Spring Cleanup, there were many people cleaning up the parks.

Ms. Warren said we need mulch at both of the Fire Station's parks. This is a safety issue that needs to be taken care of. Genesee Christian would be a good resource; they asked what they could do for Earth Day. A person called asking if she could pull weeds and plant flowers around the sign at Kelly Lake. I told her she could and to let me know if she needs anything.

Mr. Craig said I like the idea of having a group adopt each of our parks and report back to Ms. Warren or one of us.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

Ms. Warren said Lisa Easterwood suggested that we make a list of our P&R priorities. Possibly change our focus on Settlement Park and Pocket Parks. We had a sealed bid on our city owned properties and one of the properties that did not sell was off Atherton Road. We could look into getting this property and putting in a dog park there.

Mr. Fallis suggested putting the pocket parks in the 5-Year Plan if it is not already there.

Mr. Wilson stated the Veteran's Day Ceremony will be held at the Veteran's Memorial on November 3, 2018 at 11:11 AM and the Veteran's Honor Run will be held at Blessed Sacrament Church. The reason this event is held on the 11th month at 11:11 AM is because the Treaty of Versailles, that ended World War I, was signed on the 11th month of the 11th day on the 11th hour. The course starts at Blessed Sacrament Church (6340 Roberta, Burton, MI 48509) and the participants will run through Burton Fire Station #2. The 11k will run through Kelly Lake Park. I am waiting for confirmation from the Atherton School band. I have a retired commander from the US Navy coming to speak. He also works for the VA. The 822 VFW color guard will be there. Mayor Zelenko will speak and the city, VFW and DAV will lay the wreath.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, NOVEMBER 14, 2018 AT 5:30 PM.

Meeting was adjourned at 6:33 PM.

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CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

SEPTEMBER 12, 2018

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.

PLEDGE OF ALLEGIANCE WAS LED BY JOSEPH FALLIS.

A. 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	Excused	
Robert Wilson	Commissioner	Present	
Christina Conley	Councilwoman	Present	
Jeremy Scharrer	Commissioner	Excused	
Joseph Fallis	Commissioner	Present	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Marcy Kimball, Clerk's Office

C. ADMINISTRATIVE REPORT

Ms. Warren stated I spoke with Ms. Dunsmore and she said the building is reserved for the Pizza with Santa event and the district will pick up the custodian fees. She also said that if we do not have support and participation for the Christmas Glow Parade then her vote would be to cancel this event. I was present at the DDA meeting last month and they had many good ideas and seemed to want to help support and promote the parade. Our Parks & Recreation budget for 2018-2019 is $106,200. The races are not included in this budget. Barry June from Genesee County Park & Recreation wanted us to join in on their 5-Year Plan. We would have to adopt a resolution for that. It would have to be approved by the City Council.

Mr. Craig said I am in favor of doing this as long as we can have a cooperative agreement and still maintain our own entity.

Mr. Fallis said I think the plans are independent of each other and we should remain our own committee. By piggybacking with them, we would have more opportunities for grants.

Ms. Warren stated I will ask Mr. June to attend our next meeting to answer any questions that we may have.

Lisa Easterwood from Fleis & Vandenbrink said they want to see cooperation, collaboration and communities working together.

Minutes Acceptance: Minutes of Sep 12, 2018 5:30 PM (APPROVAL OF MINUTES)

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Jul 11, 2018 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Robert Wilson, Commissioner
AYES:	Bauldry, Talbot, Craig, Wilson, Conley, Fallis
EXCUSED:	Dunsmore, Scharrer

2. Parks & Recreation Commission - Burton Race Series - Jul 11, 2018 6:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Robert Wilson, Commissioner
AYES:	Bauldry, Talbot, Craig, Wilson, Conley, Fallis
EXCUSED:	Dunsmore, Scharrer

3. Parks & Recreation Commission - Regular Meeting - Aug 8, 2018 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Robert Wilson, Commissioner
AYES:	Bauldry, Talbot, Craig, Wilson, Conley, Fallis
EXCUSED:	Dunsmore, Scharrer

4. Parks & Recreation Commission - Trick or Treat Trail - Aug 21, 2018 5:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Robert Wilson, Commissioner
AYES:	Bauldry, Talbot, Craig, Wilson, Conley, Fallis
EXCUSED:	Dunsmore, Scharrer

5. add to the agenda: $100 Memorial Day sponsorship for the Kiwanis Golf Outing.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Christina Conley, Councilwoman
AYES:	Bauldry, Talbot, Craig, Wilson, Conley, Fallis
EXCUSED:	Dunsmore, Scharrer

6. Approve and authoirze $100 Memorial Day sponsorship for the Kiwanis Golf Outing.

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RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Christina Conley, Councilwoman
AYES:	Bauldry, Talbot, Craig, Wilson, Conley, Fallis
EXCUSED:	Dunsmore, Scharrer

E. PURPOSE OF THE MEETING

1. 5-Year Plan

Ms. Easterwood summarized the results from the 5-Year Plan online survey and the workshop. She stated that under prioritizing parks to focus on, Atherton Settlement Park received the highest votes and then Kelly Lake. The number one voted route was Iron Belle trail section that connects Grand Blanc Township to the City of Flint. The second highest trail choice was along Center Road and number three was the trail along Genesee Road. For the greenways and water trails survey, Gilkey Creek received the highest votes and Thread Creek was second. Under improvements to parks, some of the suggestions were improved lighting, update bathrooms, splash pad, better maintenance and a dog park. As far as the race events, I think many people do not know about them. The Hot Fudge Run and Memorial Day Run had the most participants. Veteran's Honor Run had the most attendee's. The Burton Mile did not have many participants and many people do not know about this race. Across the board there is not a lot of awareness for these events, so that is something you will want to focus on. Under types of amenities, the highest choice was trails, pathways and playgrounds. Then dog parks, splash pads, picnic areas, benches and fishing piers. People wanted to see more neighborhood parks.

Ms. Easterwood went over different trail options for the Iron Belle Trail. She stated I will be giving the Parks & Recreation Commission a draft Parks & Recreation Plan to review next month. That will start the 30-day review period and then the following month the commission will make a recommendation to City Council to approve the plan. Examples for goals would be improving existing parks, develop a system for non-motorized recreation and transportation networks, preserving open space greenway preservation, expanding programming and increasing awareness.

Mr. Craig suggested assigning someone in the City to check the parks periodically for needed maintenance and repair.

Mr. Wilson stated the Veterans could take care of the Veterans Park. We need to know what we can and cannot do. I would like to get rid of the bushes and flowers. Big plants distract the purpose of the Memorial. An area where people could put a flag or other memorabilia would be nice. Mr. Heffner and I are working on a plan to extend this memorial.

Mr. Craig said by the Settlement Park a building was taken down and I think this property reverted to the City. There was some talk about making this a parking lot.

Ms. Talbot stated I think it belongs to the City, but the question is has it been turned over to Parks & Recreation? I thought we had a matching grant at one time for the Settlement Park parking lot.

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Ms. Warren said I know that we budgeted for a gravel parking lot but for some reason it was not done. There is a piece of Consumers land that the old railroad tracks were on at Dort & Bristol Road that I think the Landbank has now. The track is gone. We should check to see if it is possible to revert that land back to the City for the trail.

Ms. Easterwood went over the 5-Year Plan goals and additions.

1. Improve Kelly Lake and expand on nature trails. Continue and improve maintenance in all parks by establishing a procedure policy for monitoring. Explore opportunities for parking lot and other amenities at Settlement Park.

2. Under Trails & Pathways, we need to mention the name, Iron Belle Trail.

3. Preservation of Open Space

4. Under Programming, include Senior Center programs. Coordinate and partner with schools.

5. Increase public awareness of city park system; promote races, establish and maintain a presence on social media in order to address issues brought up within the survey.

6. Partner with senior center, chamber of commerce, libraries.

7. Establish a protocol for donations and sponsorships.

2. Trick or Treat Trail

   Ms. Warren said the building usage form is in and we are moving forward on making all of the arrangements. Next meeting will be September 26th @ 5 PM in the city hall community room.

3. Veterans Honor Run

   This was discussed under the 5-Year Plan.

4. Pizza With Santa

   Ms. Warren said there will be the same type of activities as last year.

5. Christmas Glow Parade

   Discussion on DDA's participation in this event. Mr. Craig said we have three major events going within five weeks. We are stretched to the limit. We do need the DDA's help with this.

F. AUDIENCE PARTICIPATION

Councilman Vaughn Smith introduced the Veteran's Honor Run committee members. Mr. Smith said we are continuing to grow. These races are raising thousands of dollars for the community. Twenty percent of the Burton Memorial Day proceeds will be going to the

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Veteran's Memorial Park each year. We have Burton Kiwanis members here tonight. We ask that the committee pass a $100 Memorial Day sponsorship for the Kiwanis Golf Outing.

G. COMMITTEE DISCUSSION AND OR ACTION

Mr. Wilson said I am working on the Memorial Day festivities. I have the color guard lined up and a speaker so far. This will be the 100th year celebration.

Mr. Craig stated we also would like to incorporate that into our Veteran's Honor Run race.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, OCTOBER 10, 2018 AT 5:30 PM.

Meeting was adjourned at 6:57 PM.

Minutes Acceptance: Minutes of Sep 12, 2018 5:30 PM (APPROVAL OF MINUTES)

CITY OF BURTON

VETERANS HONOR RUN COMMITTEE MEETING

SEPTEMBER 12, 2018

MINUTES

Community Room	Regular	6:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Commissioner James Craig at 7:03 PM.

Minutes Acceptance: Minutes of Sep 12, 2018 6:30 PM (APPROVAL OF MINUTES)

A. MEMBERS PRESENT

Jim Craig, Bob Wilson, Sue Warren, Vaughn Smith, Courtney Miller, Steve Welch, Amber Shaw, Rob Wheeler, Debbie Newton and Tony Newton.

B. PURPOSE OF THE MEETING

1. Veterans Honor Run Planning and Discussion

   Courtney Miller from Planet Fitness said she could assist with whatever is needed, and should be able to recruit some volunteers and participants.

   Discussion continued regarding sponsorships for all four series races, facebook pushes to market races and banners up in Planet Fitness.

   Steve Welch said the proceeds go to the Disabled American Veterans and school organizations. I will ask Kroger to donate bananas and granola bars.

2. Ruck Division Discussion

   Rob Wheeler of Clarkston said I would like to have a Ruck Division in the Veterans Honor Run. I have been Rucking for three years now and have done close to 30 events. Rucking is where you run with a military backpack. Some events have weight requirements, some do not. This is a growing trend in fitness. It was featured in Men's Health magazine a couple of years ago.

   Discussion on whether to make the event a 5K to fit into the time frame better, time limits, challenge coins or patches. For the race participants, 11K and or 5K Ruck division, allowing backpacks with weights vs military backpack for the 5K, and adding information onto the website.

   It was discussed as to how we would like to start the runners first, the Ruckers second and then the walkers with one minute intervals in between.

C. AUDIENCE PARTICIPATION

Courtney Miller, Planet Fitness Field Marketing, stated field marketing is a fairly new position. My goal is to find a way to impact the community. I have researched Burton's Community Events and the Veterans Honor Run is something that I would love to be a part of. I can also help with advertising the races at Planet Fitness and hand out flyers, etc.

D. COMMITTEE DISCUSSION

Jim Craig stated we still need to send an invoice to VetBiz Central. I will bring the water. We have volunteers from American Heritage Girls and Powers High School. It would be nice to have a food truck or dessert truck at the race events.

Amber Newton said some ideas for dessert and sweets afterwards are Coldstone ice cream or donuts.

Sue Warren said it was decided at the last meeting that this year Chamber of Commerce donations would be $200 to Race to Grace and $200 to the Hot Fudge Race to make up for last year. In 2019, we will go back to $100 for each of the four races.

Meeting was adjourned at 8:45 PM.

Minutes Acceptance: Minutes of Sep 12, 2018 6:30 PM (APPROVAL OF MINUTES)

BURTON, MICHIGAN

BURTON PARK AND RECREATION COMMISSION MEETING

SEPTEMBER 26, 2018

MINUTES

Community Room	Trick or Treat Trail	5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Board Member Toby Bauldry at 5:00 PM.

A. MEMBERS PRESENT

Toby Bauldry, Bob Wilson and Sue Warren.

B. PURPOSE OF THE MEETING

1. Trick or Treat Trail Event

   Ms. Warren said pumpkins and bounce houses are ordered. We will have the same number of chairs, tables and tents as in 2016. Set up will be behind the building facing south.

   Ms. Bauldry said she would contact Kiwanis and ask them if they will make a donation.

   Ms. Warren asked about having something for the adults such as crafts, etc.

   Ms. Bauldry said she did not think this was a good idea because the weather could be a big issue and no one would show.

   Ms. Warren stated people did not know about the hayride because it was so far away from where the candy was being handed out. We could have the fire truck park closer to the hayride to draw people to that area. I will check to see if we can get the truck and trailer to pick up the hay. I have already received a few donations. I will need to order 40 dozen cookies, 100 dozen donut holes, tubs of frosting and 40 gallons of cider.

   Ms. Bauldry said I will ask Walmart and Meijer for the cider and donut hole donations or buy it on sale. I will talk to the Boosters and ask if they want to sell popcorn and coffee, hot chocolate, hot dogs, etc. We may have a few political candidates that will want to set up and pass out candy. They will have to provide their own candy, tents, table and chairs.

   The next P&R Trick or Treat Trail meeting will be October 10, 2018 @ 6:30 PM in the Burton City Hall community room, directly following the Parks & Recreation meeting at 5:30 PM.

C. AUDIENCE PARTICIPATION

None.

Meeting was adjourned at 7:15 PM.

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Minutes Acceptance: Minutes of Sep 26, 2018 5:00 PM (APPROVAL OF MINUTES)