



BURTON, MICHIGAN

DRAFT

BURTON PARK AND RECREATION COMMISSION MEETING

OCTOBER 8, 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 5:30 PM.

A. THE PLEDGE OF ALLEGIANCE IS LED BY

Sherry Adams.

B. CALL TO ORDER

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

C. STAFF PRESENT

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

D. APPROVAL OF MEETING MINUTES

Parks & Recreation Commission - Regular Meeting - Aug 13, 2014 5:30 PM

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Steven Heffner, Council Representative
SECONDER: Sandra Talbot, Commissioner
AYES: Heffner, Talbot, Spose, Craig, Adams
ABSENT: Dunsmore
EXCUSED: Luxton, Wilson

Parks & Recreation Commission - Regular Meeting - Sep 10, 2014 5:30 PM

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Steven Heffner, Council Representative
SECONDER: Sandra Talbot, Commissioner
AYES: Heffner, Talbot, Spose, Craig, Adams
ABSENT: Dunsmore
EXCUSED: Luxton, Wilson

Parks & Recreation Commission - Special Meeting - Sep 17, 2014 6:00 PM

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Steven Heffner, Council Representative
SECONDER: Sandra Talbot, Commissioner
AYES: Heffner, Talbot, Spose, Craig, Adams
ABSENT: Dunsmore
EXCUSED: Luxton, Wilson

E. PURPOSE OF THE MEETING

Approve bills from Maxwell Medals & Awards and Complete Runner

We have two bills to be approved. One of the bills is from Maxwell Medals & Awards and the other bill is from Complete Runner. As you know, the Memorial Race is now part of the Parks & Recreation budget. We need to have formal approval from the commission to approve these bills.

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

Trick or Treat Trail Update

Mr. Heffner said Ms. Luxton is looking for a magician for the Trick or Treat Trail event. I would like to have Ms. Adams on the committee.

Ms. Bigsby stated we have received a few more sponsors, they are New Testament Church, Mrs. Ellenburg, Mr. Hatfield and Ms. Warren. With what we have budgeted for this event plus the sponsorships, we should be alright. I will purchase some neon colors for the face painting. The donuts and cookies have been ordered from Jablonski's. If this falls through we could get the donuts from Montrose Orchard. The petting zoo and balloon twister will be there. Mr. Heffner has ordered three tents. The pumpkins are ordered and the pickup day is Oct. 24, 2014. We will be getting 600 pumpkins. Walmart donated the apple cider last year, I will check with them for a donation this year. I will get gift certificates from McDonald's for the prize drawing for guessing the number of pumpkins on our flyer. I am trying to get ahold of MMR Ambulance to see if they can attend. I will need sponsorships by this Friday for the ad in the paper. Sponsorships are not required to be able to set up and hand out candy on the trail. I do need to know by the Oct. 23, 2014 so that we

know how many people we will have along the trail.

Mr. Spose stated Comic Relief will be passing out comic books.

Mr. Heffner said we need to contact the Fire Department and Police Department to see if they have something to pass out. We will need two cruisers for this event. We will have another meeting for Trick or Treat Trail Oct. 15, 2014 at 6:30 PM in the council chambers.

Veteran's Honor Run Update

Mr. Craig reported we have over 100 people registered for the Veteran's Honor Run so far. Our goal is to reach 400 runners. Tomorrow night is Run for Wine. They usually have 700-800 runners. Our flyers for Veteran's Honor Run are in their packet and will also be in the Davison Pumpkin Run and the Brookwood Beer Boogie Run packet. There are a couple more runs/walks coming up. I would like to bring a Veteran's Honor Run banner to the Trick or Treat Trail to cross promote.

Christmas at Courtland Event

Mrs. Bigsby stated I received an email from Alecia from Courtland Center asking what was expected from them if they held the Christmas at Courtland event at the mall. She said that as long as we have the event in the main corridor, they would probably be fine with having it there. They wouldn't be able to open a store for the event because they would have to light it and heat it. I will send them an e-mail to let them know what stations we had in the past and what Courtland Center provided so that she can take the information to the owners. I told her we have at least 300 kids at the event, which brings in people.

Mr. Craig said I would like to see the Christmas event on the same day as the Christmas Parade. We could see if our schools or churches will open up for us to have our Christmas event there.

Mrs. Bigsby stated on our calendar we have Christmas at Courtland on November 22, 2014 and the parade is on December 5, 2014. Our by-laws state we have to set our calendar in December for the following year. Crystal Fieldhouse Ice Arena would like to partner with us on an event. Karen from the Arena said she would like to come to one of our meetings and talk to us about it.

Mr. Heffner suggested putting this on the agenda for the next meeting.

2014 Christmas Parade Event

Ms. Adams will be our Chairperson for the Christmas Parade event with Mr. Wilson and Mr. Spose helping.

Discussion on 2015 Events

2015 Events Schedule:

Burton Youth League Registration-March 2015.

3 on 3 Basketball to be determined

Easter Egg Hunt-March 28, 2015

Memorial Day Events-May 25, 2015
(Parade, Run/Walk, Fireworks)

Movie in the Park at Burton Eagles-August TBD

Trick or Treat Trail-October 24, 2015

Veteran's Honor Run-November 7, 2015

Christmas Parade-To be determined

Mrs. Bigsby said I would like to see an Art In The Park event at Kelly Lake possibly in June next year. The schools could set up their artwork also. I can contact the Greater Flint Arts Council and ask if they have contact information of people in the community that does art. The boat races are always in June, the same day as the free fishing weekend. I will contact them to see if they can move the boat races to a different day. Other Christmas events to be determined.

Mr. Heffner said I would like to have a bus trip to the Detroit Tigers game next year.

F. ADMINISTRATIVE REPORT

Mrs. Bigsby said I would like to welcome Sherry Adams back to our Parks & Recreation Commission. We have Kristopher Johns from Burton here tonight to talk about the movies in the park. Mr. Johns helped us with the 3 on 3 Basketball Tournament. He has researched the expense of having movies in the park events.

G. AUDIENCE PARTICIPATION

Mr. Johns stated I spoke with Adam Zettel, Swartz Creek City Manager about how Swartz Creek structured their Movies in the Park Events. The figures I have for you are realistic numbers. For this type of event, you would need adequate parking, electricity and restrooms. I spoke with the Burton Eagles and they are very receptive to having the event on their baseball diamond. They are looking for members and this would be good exposure for the Burton Eagles and no facility rental for you. The total cost would be around \$3,200.00 and my wife and I would like to make a pledge of \$500.00 towards this cost. We can raise the rest of the money. The city would have to act as our bank so that we could take in donations and because your a non profit municipality any donations to the city is tax deductible. The big thing is having everything paid for on day one. There would be no exposure, no bill to the City. This would be a program sponsored by Burton Parks & Recreation, hosted by Burton Eagles. We would seek pledges first before we do an announcement and if we did not have enough pledges by May, then the event would be called off.