



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

SEPTEMBER 11, 2019

AGENDA

Council Chambers

Regular Meeting

5:30 PM

**4303 S. CENTER ROAD
BURTON, MI 48519**

THIS MEETING WAS OPENED BY

PLEDGE OF ALLEGIANCE

A. CALL TO ORDER

B. STAFF PRESENT

C. ADMINISTRATIVE REPORT

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Jun 12, 2019 5:30 PM
2. Parks & Recreation Commission - Burton Race Series - Jun 26, 2019 6:00 PM
3. Parks & Recreation Commission - Parks Renovation and Cleanup - Jul 10, 2019 4:30 PM
4. Parks & Recreation Commission - Regular Meeting - Jul 10, 2019 5:30 PM
5. Parks & Recreation Commission - Regular Meeting - Aug 14, 2019 5:30 PM

E. PURPOSE OF THE MEETING

1. Trick or Treat Trail
2. Veterans Honor Run
3. Pizza with Santa
4. Parks update
5. Christmas Tree Lighting ceremony

F. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Burton Park and Recreation Commission. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

G. COMMITTEE DISCUSSION AND OR ACTION

**THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY,
OCTOBER 9, 2019 AT 5:30 PM.**



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JUNE 12, 2019

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

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

PLEDGE OF ALLEGIANCE WAS LED BY BOB WILSON.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Commissioner	Absent	
Sandra Talbot	Commissioner	Present	
James Craig	Chairperson	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Vice Chairperson	Present	
Christina Conley	Councilwoman	Excused	
Jeremy Scharrer	Commissioner	Present	
Joseph Fallis	Commissioner	Present	
William Owens	Commissioner	Excused	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Marcy Kimball, Records Tech

C. ADMINISTRATIVE REPORT

Ms. Warren stated I have heard excellent comments about the Memorial Day Events. Thank you to everyone that helped. The bills are all submitted for payment. I am waiting on Nehring's check. Everything will need to be deposited by June 30, 2019. The cost of the DAV flags are \$103.00 each in multiples of three and I have already ordered them. A couple of weeks ago we noticed that the POW flag is gone. A while ago, we talked about purchasing picnic tables out of this year's budget for Settlement Park. Tina Conley knows of a person that makes wooden picnic tables for \$200.00 that seats ten.

Mr. Sharrer said we would need to have a way to secure the tables before they are delivered.

Ms. Warren said starting July 1, 2019 the Parks & Recreation Commission and DDA Commission will be videotaped. All the other meetings are videotaped now except those two. We have been given us an additional \$1500 in our budget to cover that.

Mr. Craig stated we could post our video to the Parks & Recreation Facebook page.

Ms. Warren said William Owens has been approved as the new Parks & Recreation Commission member. Burton Youth League started their games last night. Between Atherton's staff and our staff, we were able to get the fields mowed. The Burton staff will

stay on top of it for the rest of the season. We had to scrap a girls section and put them with the Kearsley group. The games are every Tuesday and Thursday at 5:30 PM or 7:00 PM.

Mr. Scharrer said the fireworks did not start until around 10:00. It was sprinkling on and off and it started to downpour when it was time for the grand finale.

Ms. Warren stated Lisa Easterwood from Fleis & Vandenbrink would like to meet with us regarding the Iron Belle Trail. She is concerned that there may be an issue getting a right of way through Southmoor Golf Course now that it is closed. We may be able to receive grants or funding for this project. I will find out what a good day and time would be and let everyone know.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - By-Law Committee - May 8, 2019 4:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

2. Parks & Recreation Commission - Regular Meeting - May 8, 2019 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

3. Parks & Recreation Commission - Memorial Day Committee - May 8, 2019 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

4. Parks & Recreation Commission - Memorial Day Committee - May 15, 2019 5:00 PM

Minutes Acceptance: Minutes of Jun 12, 2019 5:30 PM (APPROVAL OF MINUTES)

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Sandra Talbot, Commissioner
SECONDER: Robert Wilson, Vice Chairperson
AYES: Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT: Bauldry
EXCUSED: Conley, Owens

5. Parks & Recreation Commission - Memorial Day Race Committee - May 22, 2019
6:00 PM

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Sandra Talbot, Commissioner
SECONDER: Robert Wilson, Vice Chairperson
AYES: Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT: Bauldry
EXCUSED: Conley, Owens

6. Parks & Recreation Commission - Memorial Day Committee - May 24, 2019 10:00 AM

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Sandra Talbot, Commissioner
SECONDER: Robert Wilson, Vice Chairperson
AYES: Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT: Bauldry
EXCUSED: Conley, Owens

E. PURPOSE OF THE MEETING

1. Memorial Day Wrap Up

Mr. Wilson said that overall we had a good turnout. It was better than last year because the weather was not as hot. The truck was very nice that Al Serra donated for the Male and Female Veteran of the Year to ride in. Next year we will have to schedule a guest speaker.

Sandra Talbot said we ran out of candy to pass out. Next year I think we should order more candy.

Mr. Craig stated Allyssa Jackson did a great job singing the National Anthem. There were many great comments on Facebook. It will be a couple of months before the race checks go out. We try to have the checks ready to go out by the end of July or beginning of August.

2. Parks Clean-up and Upgrades

Mr. Scharrer said he is planning to attend the DDA meeting to thank them for donating the playground wood chips for the Water Tower Park. I also want to thank

the many volunteers that came out to help with the cleanup. It has made a world of difference and meant a lot to the community. There are always children playing in the park now. The creek area at the Settlement Park needs a lot of work. Brush and trees need to be taken out so that people can sit and still see the creek. Fire Station #2 park needs to be clean up also. Consumers needs to come out and clear the trees by the power lines.

Mr. Craig said brush and branches need to be taken out and new playground wood chips put down at the Fire Station #2 playground. We can post on Facebook asking for volunteers, organizations, clubs and groups to help with the cleanup.

Ms. Warren asked about the fence repair at the Water Tower Park.

Mr. Scharrer said one of the damaged areas faces Oak Street Health parking lot next door. I think it would be nice if we could put a gate in there.

Ms. Warren will find out what if any permissions are needed for this gate.

Mr. Craig said he has information on senior's mobility areas if we wanted to put something like this in one of our parks.

Mr. Scharrer said he would like to see handicap accessible areas in our parks.

Ms. Warren stated she would get clarification on if we own the property where Goodie Barn was and get an updated list of city property owned lots that could be potential parks.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

1. Approve and authorize the purchase and installation of two picnic tables for Settlement Park with a handicap accessible area built in.

Ms. Talbot asked if the picnic tables will be handicapped accessible.

Ms. Warren said she recommends two tables based on fund balances. She asked about the handicapped seating but is still waiting for an answer.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, JULY 10, 2019 AT 5:30 PM.

Meeting was adjourned at 6:33 PM.



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JUNE 26, 2019

MINUTES

McDonalds

Burton Race Series

6:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairperson James Craig at 6:05 PM.

THIS MEETING WILL BE HELD AT MCDONALDS, 5375 E. COURT ST., BURTON, MI.

A. STAFF PRESENT

Jim Craig
Tony Newton
Amber Shaw
Steve Welch
Vaughn Smith

B. ADMINISTRATIVE REPORT

None.

C. PURPOSE OF THE MEETING

1. Memorial Day 5K Wrap Up

Mr. Craig said he will discuss financials with Sue Warren.

- Donations and sponsorships
- Burton Mile Revenue and Expenses

Discussion on volunteers, registrations, the kids race, sponsors, plaques and bundling the marketing of the 5K and Burton Mile.

Atherton Theatre Group requested they help with the kids race.

Burton Mile: Canvas Brad Brown, Chief Mike Odette and other stakeholders.

Mr. Craig said he will handle the plaques.

Photos: Need nine 5x7 frames and photos.

Flyer changes: Will need to change how to make out check, where to send check and add, "Must finish course in 1:15 minutes."

Debra Dunsmore and Atherton Theatre Group requested helping with the Kids Race.

Meeting was adjourned at 8:00 PM.

Minutes Acceptance: Minutes of Jun 26, 2019 6:00 PM (APPROVAL OF MINUTES)



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JULY 10, 2019

MINUTES

Council Chambers

Parks Renovation and Cleanup

4:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Commissioner Jeremy Scharrer at 4:30 PM.

1. MEMBERS PRESENT

Jeremy Scharrer
Jim Craig
Sandy Talbot

2. PURPOSE OF THE MEETING

Discussion on moving forward with park updates.

3. AUDIENCE PARTICIPATION

None.

4. COMMITTEE DISCUSSION

The Parks Renovation & Cleanup Committee discussed the following:

- Adopt-a-park program- next steps
- Liability issues
- Firestation #2
- DPW clean-up of the lake
- Flint Watershed
- Water Tower Park needs weeding. Lots of wood chips but weeds still coming through
- Settlement Park
- Veteran's Park-weeding

Committee members recommended to send to full Parks & Recreation Commission for action.

Meeting was adjourned at 5:14 PM.

Minutes Acceptance: Minutes of Jul 10, 2019 4:30 PM (APPROVAL OF MINUTES)



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JULY 10, 2019

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

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

PLEDGE OF ALLEGIANCE

A. CALL TO ORDER

Name	Title	Status	Approval
	Commissioner	Excused	
t	Commissioner	Present	
	Chairperson	Present	
ore	Commissioner	Excused	
n	Vice Chairperson	Present	
ley	Councilwoman	Present	
rer	Commissioner	Present	
	Commissioner	Present	
s	Commissioner	Present	

B. STAFF PRESENT

Sue Warren, Park & Rec. Director
Bette Bigsby, Acting Clerk

C. ADMINISTRATIVE REPORT

Ms. Warren stated she needs assistance with cleaning the storage room. She would like to set up a day when everyone is available.

Discussion ensued on available dates to organize the storage room, effective ways to organize it and the need to organize the DPW storage area after the Burton Youth League finishes up this year.

The Parks & Recreation Commission decided to clean the storage room on Monday, July 15, 2019 at 12:00 PM.

Ms. Warren welcomed new Parks & Recreation member, Billy Owens.

Mr. Wilson would like to discuss a Veteran's Day event.

Mr. Craig stated we will add this to the agenda as item #6.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Jun 12, 2019 5:30 PM

Discussion ensued on the board receiving electronic delivery or paper copies of meeting minutes.

RESULT:	TABLED [UNANIMOUS]
AYES:	Talbot, Craig, Wilson, Conley, Scharrer, Fallis, Owens
EXCUSED:	Bauldry, Dunsmore

E. PURPOSE OF THE MEETING

1. Trick or Treat Trail - October 26, 2019

Mr. Craig stated the event is scheduled for October 26th. Toby is usually the lead on this as far as communicating with Bentley to be sure facilities are all set. We usually try to do this 3-4 months in advance. Is there anyone else that would like to be on the committee?

Mr. Wilson, Mr. Scharrer and Mr. Craig volunteered to join the committee.

2. Veterans Honor Run - November 2, 2019

Mr. Craig stated if anyone is willing to volunteer to be a part of this committee? We welcome new people and ideas. We need to discuss a route. Vassar to Atherton did not work out because people drive too fast there.

3. Pizza with Santa - December 7, 2019

Mr. Craig stated Mrs. Dunsmore handles this and does a great job. Does anyone want to join her on this committee?

Mr. Owens and Mrs. Talbot volunteered.

Ms. Warren asked if we would like to continue with Santa's Secret Shop.

Ms. Talbot stated we need to tweak this because it was a mess with the tickets.

Ms. Warren stated this event used to be the first Saturday in December and last year, we changed it to the second Saturday. We need to clarify the date.

Mr. Craig stated we will need to adjust the pricing and the ticket situation.

4. Christmas Parade

Ms. Warren stated we said we would start planning earlier with this event to see if we could do it again. It is up for discussion.

Mr. Wilson asked if the DDA will be contributing to this event.

Ms. Warren stated last year they did their own thing so I am not sure.

Minutes Acceptance: Minutes of Jul 10, 2019 5:30 PM (APPROVAL OF MINUTES)

Mr. Craig stated we had discussions with the DDA about partnering with this event. We are having the event in the DDA district which will benefit the DDA. It is overwhelming to do it alone. If the DDA agrees to help, I'm all for it.

Ms. Warren stated the DDA changed their mind at the last minute and decided to do a decorating contest.

Mrs. Conley stated there is a DDA meeting this Monday at 8:30 AM. I am going if anyone would like to come and address the DDA.

Mr. Scharrer stated if they are willing to help, we can move forward with it but, if not, we can let it go.

Mr. Wilson said he agrees with Mr. Scharrer.

Ms. Talbot said she agrees.

5. Update on Iron Belle Trail - Trail Scoping

Mrs. Warren stated we have received the funding for the grant and submitted the scoping diagrams and recommendations. We need to get a meeting set up and finalize it.

Mr. Scharrer asked if Southmoor is officially closed.

Ms. Warren stated she is not sure.

Mr. Craig stated the owner announced it was closed at the last City Council Meeting.

6. Veteran's Day Event

Mr. Wilson stated he was drafted last year to look into this. The DAV is all set for after the presentation. He needs to find a speaker. It is very cold and a 5 minute speech would be best.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

Mr. Craig stated we do the Memorial 5K at Atherton and we donate to the organizations. We have 3 items on the agenda for that tonight however, I forgot to add the Atherton Theater Group for \$500.

1. Motion to add to the agenda \$500 donation from Memorial Day 5K Run to Atherton Theater Group.

RESULT: CARRIED [UNANIMOUS]
MOVER: Robert Wilson, Vice Chairperson
SECONDER: Sandra Talbot, Commissioner
AYES: Talbot, Craig, Wilson, Conley, Scharrer, Fallis, Owens
EXCUSED: Bauldry, Dunsmore

2. Approve and authorize a \$500 donation from Memorial Day 5K Run to American Heritage Girls

Mr. Craig stated the American Heritage Girls and boys associated with this group help with the water stations at the school and they help pass out medals. They also do a nice flag ceremony.

RESULT: CARRIED [UNANIMOUS]
MOVER: Sandra Talbot, Commissioner
SECONDER: Jeremy Scharrer, Commissioner
AYES: Talbot, Craig, Wilson, Conley, Scharrer, Fallis, Owens
EXCUSED: Bauldry, Dunsmore

3. Approve and authorize a \$500 donation from Memorial Day 5K Run to Bentley Robotics

Mr. Craig stated this group does a great job with the water station.

RESULT: CARRIED [UNANIMOUS]
MOVER: Sandra Talbot, Commissioner
SECONDER: Jeremy Scharrer, Commissioner
AYES: Talbot, Craig, Wilson, Conley, Scharrer, Fallis, Owens
EXCUSED: Bauldry, Dunsmore

4. Approve and authorize a \$500 donation from Memorial Day 5K Run to Bendle Youth Football

Mr. Craig stated this group does a lot of the heavy lifting for this event. They haul the water to the areas and hand out ice cream.

RESULT: CARRIED [UNANIMOUS]
MOVER: Sandra Talbot, Commissioner
SECONDER: Jeremy Scharrer, Commissioner
AYES: Talbot, Craig, Wilson, Conley, Scharrer, Fallis, Owens
EXCUSED: Bauldry, Dunsmore

5. Approve and authorize a \$500 donation from Memorial Day 5K Run to Atherton Theater Group.

Mr. Craig stated this event would not work with the help of these volunteer groups. They are very appreciated.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Jeremy Scharrer, Commissioner
AYES:	Talbot, Craig, Wilson, Conley, Scharrer, Fallis, Owens
EXCUSED:	Bauldry, Dunsmore

Committee Discussion

Mr. Scharrer would like to make committee reports a regular agenda item for Parks & Recreation Meetings. Also, we discussed our adopt-a-park committee and we would like to move forward with it and have it as an agenda item at our August Parks & Recreation Meeting. I attended the DDA Meeting to thank them for the donation of the wood chips to Water Tower Park. They were grateful. I spoke with the Mayor regarding The City of Burton's 50th birthday event and establishing a committee for this. This was brought up at a City Council Meeting and an article was in the newspaper.

Ms. Talbot asked if the picnic tables were ordered for Settlement Park.

Ms. Warren said, no. I am still waiting for a response.

Discussion ensued on purchasing ADA compliant picnic tables so wheelchairs can be used at the park.

Mr. Craig likes the idea of forming a committee of stakeholders and getting Burton groups involved in the 50th birthday event.

Mr. Scharrer stated we talked about using one person from each group involved. This will give us a good number of people for the committee.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, AUGUST 14, 2019 @ 5:30 PM.

Meeting was adjourned at 6:27 PM.

Minutes Acceptance: Minutes of Jul 10, 2019 5:30 PM (APPROVAL OF MINUTES)



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

AUGUST 14, 2019

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

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

THIS MEETING WAS OPENED BY JIM CRAIG.

PLEDGE OF ALLEGIANCE WAS LED BY DEBRA DUNSMORE.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Commissioner	Absent	
Sandra Talbot	Commissioner	Excused	
James Craig	Chairperson	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Vice Chairperson	Present	
Christina Conley	Councilwoman	Present	
Jeremy Scharrer	Commissioner	Present	
Joseph Fallis	Commissioner	Absent	
William Owens	Commissioner	Present	

B. STAFF PRESENT

Bette Bigsby, Acting Parks & Recreation Director
Marcy Kimball, Clerk's Office

C. ADMINISTRATIVE REPORT

Mrs. Bigsby stated I am the Acting Parks & Recreation Director at this time. I have some catching up to do and would like to meet with all of your subcommittee groups next week.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Jun 12, 2019 5:30 PM

The P&R Committee decided to wait until the next meeting for approval of the minutes. There are several other minutes that they will need time to review before approving.

Minutes Acceptance: Minutes of Aug 14, 2019 5:30 PM (APPROVAL OF MINUTES)

RESULT:	TABLED [UNANIMOUS]
MOVER:	Debra Dunsmore, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Craig, Dunsmore, Wilson, Conley, Scharrer, Owens
ABSENT:	Bauldry, Fallis
EXCUSED:	Talbot

E. PURPOSE OF THE MEETING

1. TRICK OR TREAT TRAIL

Mr. Craig said I will try to get ahold of Toby Bauldry. She is usually our resource on this event. Patti Camp may also be a great resource that we can suggest to the superintendent. I suggest making this event bigger, more like a Fall Festival with vendors, food truck, band, etc. The more festive the more participants.

Mrs. Conley stated we need to go to DPW and inspect the trailer and Halloween decorations. Some things may need to be repainted. Mrs. Bigsby said she will look at that tomorrow.

Mr. Craig stated the room at city hall is pretty much organized and we will need new hay for the trailer. I would like to get this from Walkers. I think we should support those supporting us and donate to the city. The Parks & Recreation storage room is pretty much organized according to the event now.

Mrs. Bigsby said she will contact the Bentley Superintendent and Toby Bauldry to see where we are at. She will also contact Jan Bourcier from Otisville to ask about the pumpkins. Mrs. Conley and Mr. Craig volunteered to pick them up. This event will be held on October 26, 2019.

Mr. Scharrer said he has had nurses inquire about volunteering to put up a medical or first aid tent at our events.

Mr. Craig stated that Hurley is there for the races.

Mrs. Dunsmore stated she will be out of town for this event.

2. VETERANS HONOR RUN

This event is Saturday, November 2, 2019. Chief Odette may cut the 11K next year. There are problems getting volunteers to help close the road. The traffic route was bad last year; however, we already have people signed up this year. There are concerns about not having enough people to help close down Belsay Road for the races and parade due to the traffic. We are going to try to set up a Veteran's Honor Run/Race Committee meeting with the Chief sometime next week.

3. PIZZA WITH SANTA

This event is set for Dec. 7th, 12-3 PM at Bendle. We can meet at 10 for set up. Balloon guy and photographer, pizza and water need to be lined up.

Bob Wilson and Mr. Craig will pledge \$50 for water, Mrs. Dunsmore will get the deserts.

Need to move Balloon guy to the back due to congestion or in the cafeteria.

If we have the Santa Workshop need a subcommittee meeting

Mrs. Conley stated Jeremy and I went to the DDA to talk about the Christmas Parade. They said to let them know what we decide. If we decide against the parade, they are willing to help us out financially with a tree lighting at Burton Fire station #1. This would be in the DDA district. They suggested having it the Saturday after Thanksgiving, which would be Saturday, November 30, 2019.

Mrs. Conley asked why a council person does not sit on the DDA board like they do the other boards, to bring information back to the Council.

Mrs. Bigsby said DDA is its own entity, not a subcommittee of the Council like the other meetings are.

Mr. Craig stated I would like to attend their meetings also but I can't because of work and they start at 8:30 AM.

Mr. Scharrer mentioned Parks and Recreation and DDA receiving each other's minutes, possibly other boards also.

Mrs. Conley said she will let DDA know that there will not be a parade but instead a tree lighting and event at the fire station. I will check on a tree and we could have Christmas carols, cider and donuts.

Mr. Scharrer stated he spoke to Salvation Army who volunteered to supply their brass band and canteen that serves coffee and food. In turn, we can have a corner set up for donations to the Salvation army.

Mr. Craig created a new Christmas Tree Lighting subcommittee. Mrs. Conley and Mr. Scharrer will head this committee. Mr. Craig and Mrs. Dunsmore said they can bring sugar cookies. Jeremy said we have costumes that we could have high school kids dress up in such as Marshall (the fire dog), Santa, Elf and Rudolph. Mr. Scharrer said there is plenty of parking all around the fire station.

Discussion on the time for the event. A suggestion was from 5 PM to 7 PM.

Mr. Craig suggested inviting the Burton City Council, the Mayor and neighborhood watch groups. Also getting it out on social media. Mrs. Dunsmore said she can advertise it in the Bendle Bugle Newspaper. Mrs. Conley said she can put it out on Facebook. Mr. Craig said he can let the Neighborhood watches know. Mrs. Bigsby said she can post on other pages/papers/schools and stores and put flyers out. She will also let Mr. and Mrs. Santa Claus know.

4. PARK IMPROVEMENTS / MAINTENANCE

Mr. Sharrer stated Mr. Craig and I met at Fireman's Park at Station 2. Our next

focus will be to beautify the park. There are trees coming through wires and the paint on the play equipment is chipping. Kids were actually getting cuts from it. It would need to be power washed and repainted. There are grape vines growing into the fence making it hard to see into the park. We are talking about having a park cleanup Oct. 5th or in the Spring. Replace wood chips would need to be dug up, removed and new chips brought in. We may be able to hold off on this until the new fire truck playscape, that was donated, gets placed there. We would like to approve our new Adopt a Park Committee in September bring it to Council for approval in October. Then we can be ready to do some clean up in the Spring. I need to get in touch with the watershed to ask if they can help clear out some of the overgrowth around the trees at Thread Creek Settlement Park.

Mr. Craig stated Rachel Frost from the Treasurer's office said her son is in the Cub Scouts in the Kearsley district. They are looking for service hours and may be willing to help out with events or cleaning up the parks. We could put something in the paper asking for volunteers and groups to help with our parks, our even adopt a park.

Mrs. Bigsby will reach out to the Kiwanis Club for volunteers.

Mr. Scharrer has three churches that are interested in volunteering.

Mr. Craig suggested asking schools if there are any high school kids that need community service hours.

Mrs. Dunsmore stated I will invite all of the schools to volunteer their time for the Pizza with Santa event so they can earn their community service hours.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

Mr. Wilson said he has a D.A.V. Flag for the Veteran's Memorial Park. The D.A.V. would like to have a luncheon for the Burton Police and DPW for the work they have done for them.

Mr. Craig suggested speaking with the Mayor regarding this.

Mr. Craig stated we have a request from the Third Annual Burton Kiwanis and Fraternal Order of Police Lodge 126 for a golf outing. They are asking us to support them by sponsoring a hole for \$100 in the name of the Burton Memorial Race. The Burton Memorial Day Committee has already discussed this and would like us to make a motion to approve this request.

1. Motion to add to the agenda the approval of the recommendation from the Burton Memorial Race Committee to sponsor a hole for \$100 from the Burton Kawanis/Faternal Order of Police Lodge 126 Golf Outing on September 8, 2019.

RESULT: **CARRIED [UNANIMOUS]**
AYES: Craig, Dunsmore, Wilson, Scharrer, Owens
ABSENT: Bauldry, Fallis
EXCUSED: Talbot, Conley

2. Motion to allocate \$100 from the Memorial Race Committee to sponsor a hole for \$100 for the Burton Kawanis/Faternal Order of Police Lodge 126 Golf Outing on September 8, 2019.

RESULT: **CARRIED [UNANIMOUS]**
AYES: Craig, Dunsmore, Wilson, Scharrer, Owens
ABSENT: Bauldry, Fallis
EXCUSED: Talbot, Conley

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, SEPTEMBER 11, 2019, AT 5:30 PM.

Meeting was adjourned at 6:30 PM.

Minutes Acceptance: Minutes of Aug 14, 2019 5:30 PM (APPROVAL OF MINUTES)



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 09/11/19 05:30 PM

Department: Clerk's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Bette Bigsby

E.1

SCHEDULED

AGENDA ITEM (ID # 4562)

DOC ID: 4562

Trick or Treat Trail



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 09/11/19 05:30 PM

Department: Clerk's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Bette Bigsby

E.2

SCHEDULED

AGENDA ITEM (ID # 4563)

DOC ID: 4563

Veterans Honor Run



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 09/11/19 05:30 PM

Department: Clerk's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Bette Bigsby

E.3

SCHEDULED

AGENDA ITEM (ID # 4564)

DOC ID: 4564

Pizza with Santa



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

SCHEDULED

AGENDA ITEM (ID # 4565)

Meeting: 09/11/19 05:30 PM

Department: Clerk's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Bette Bigsby

E.4

DOC ID: 4565

Parks update



Burton Park and Recreation Commission

4303 S. Center Road
Burton, MI 48519

Meeting: 09/11/19 05:30 PM

Department: Clerk's Office

Category: Events

Prepared By: Marcy Kimball

Department Head: Bette Bigsby

E.5

SCHEDULED

AGENDA ITEM (ID # 4566)

DOC ID: 4566

Christmas Tree Lighting ceremony