CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

SEPTEMBER 14, 2016

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.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Sandra Talbot	Co-Chairman	Present	
Robert Spose	Commissioner	Excused	
James Craig	Chairman	Present	
Debra Dunsmore	Commissioner	Present	
Steven Hatfield	Councilman	Present	
Robert Wilson	Commissioner	Present	
Sherry Adams	Commissioner	Excused	
Angela Jackson	Commissioner	Excused	

B. STAFF PRESENT

B. Bigsby, Parks & Recreation Director
Rachael Ervin-Boggs, Deputy Clerk

C. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Aug 10, 2016 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Sandra Talbot, Co-Chairman
AYES:	Talbot, Craig, Dunsmore, Hatfield, Wilson
ABSENT:	Adams
EXCUSED:	Spose, Jackson

2. Parks & Recreation Commission - Trick or Treat Trail - Aug 16, 2016 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Sandra Talbot, Co-Chairman
AYES:	Talbot, Craig, Dunsmore, Hatfield, Wilson
ABSENT:	Adams
EXCUSED:	Spose, Jackson

3. Veterans Honor Run Committee - Regular - Aug 31, 2016 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Debra Dunsmore, Robert Wilson
AYES:	Talbot, Craig, Dunsmore, Hatfield, Wilson
ABSENT:	Adams
EXCUSED:	Spose, Jackson

D. PURPOSE OF THE MEETING

1. Trick or Treat Trail, October 29, 2016

   Mr. Craig said a few of us have met with Chris Arrington, Superintendent of Bentley School about the Trick or Treat Trail event. We would like to make this kind of like a festival where vendors can set up a tent, show or hand out something from their business, organization, etc. and hand out candy. We cannot have vendors that have to do with alcohol, tobacco or animals due to liability. We are looking for ideas on how to make this event bigger now that we will have more room.

   Mrs. Bigsby said I sent out a letter to all of the churches about the Fall and Winter events coming up. I have heard back from a few places. The Parent group will be setting up a concession stand.

   Mr. Hatfield said he knows of a good MariacheI band that may be interested in setting up.

2. Veteran's Honor Run, November 5, 2016

   Mr. Craig said we had around 60 people sign up on Facebook for this run. I have the medals, dog tags and plaques here to show you. This is our fourth year for this run. We are always looking for sponsors and volunteers, please spread the word.

3. Pizza with Santa

   Mrs. Bigsby stated the Pizza with Santa event will be on December 3, 2016 at Bendle High School from 12-3 p.m. The Christmas Glow will follow and will start at 5:30 p.m. at Saginaw and Natalie Street.

   Ms. Dunsmore stated Bendle will provide a custodian for the event. They will also do the cleanup after the event. We can still show a movie and have the letter to Santa like we did last year along with pictures with Santa, bounce house, pizza, stocking, bulbs and cookie decorating, balloons, popcorn and water. I will call the

photographer and have them work up a packet price. I will ask him to bring some pictures frames to sell.

Ms. Talbot asked if we will have a character there like last year. Ms. Erwin-Boggs volunteered for this.

4. Burton Christmas Glow Parade

Mrs. Bigsby stated the Christmas Glow Parade will be on December 3, 2016 and will start at 5:30 p.m. at Saginaw and Natalie Street. We will need to start on our float. Please spread the word to get more participation.

E. AUDIENCE PARTICIPATION

None.

F. ADMINISTRATIVE REPORT

Mrs. Bigsby stated the Patriot Day Hero Run was last Saturday and there was a good turnout even though it was raining. Lt. Odette asked me if Burton Parks and Recreation would like to take over the race. He would still be involved.

Ms. Adams has resigned from the Burton Parks & Recreation Commission.

I have met with different businesses in the community regarding our events. Dairy Queen donated free cone coupons.

I will need everyone's shirt sizes for the Trick or Treat Trail. The Master Plan Visioning session is September 29, 2016 from 7-9 p.m. at the Burton Senior Center. Please encourage people to be part of that.

G. COMMISSION DISUCUSSION

Mrs. Bigsby said this was the second year for the Patriot Day Hero Run. If everyone is in favor of making this event part of Parks and Recreation Race Series, we can do it at the fourth year. You have to be established three years to include it in the Burton Race Series.

Mr. Craig stated I think this is a good event for the Police and Fire Department. I am in favor of taking this on. They do so much for our traffic control for our other races. I think anything we can do to help them, I am all for that. I would like to find someone interested in being on our Parks & Recreation Commission with sales experience to help with sponsorships.

Mr. Hatfield asked if we are obligated to do park inspections.

Mrs. Bigsby stated we are supposed to do this monthly. I have met Great Lakes Tree Service at the parks and we are working on putting mulch down. I have been organizing Park & Recreation paperwork, trying to get it all together. There is a class that I need to register for and take to become certified to do these inspections. I will need to get approval from the council for the cost. There is nothing in our Parks & Recreation budget for classes.

Mr. Hatfield said to get him the information and cost of the class and he will present it at the next council meeting.

H. COMMISSION RECOMMENDATIONS AND/OR ACTION

1. Motion to approve a donation of $300.00 to the Patriot Day Hero Run.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Sandra Talbot, Co-Chairman
AYES:	Talbot, Craig, Dunsmore, Hatfield, Wilson
ABSENT:	Adams
EXCUSED:	Spose, Jackson

2. Motion to approve Invoice # 1131988 from Maxwell Medals for the Burton Race Series Medals.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Steven Hatfield, Councilman
SECONDER:	Sandra Talbot, Co-Chairman
AYES:	Talbot, Craig, Dunsmore, Hatfield, Wilson
ABSENT:	Adams
EXCUSED:	Spose, Jackson

Meeting was adjourned at 5:30 PM.

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