

CITY OF BURTON
PARKS AND RECREATION COMMISSION WORKSHOP MINUTES
APRIL 3, 2013, 5:30 P.M., COUNCIL CHAMBERS
www.burtonmi.gov

The Meeting was called to order by Chairman Steve Heffner at 5:41 p.m.
Commission Member Toby Bauldry led the Pledge of Allegiance.

MEMBERS PRESENT: Heffner, Craig, Bauldry, Spose, and Miron.

MEMBERS ABSENT: Adams, Dunsmore, Hildreth and Moore.

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

PURPOSE OF THE MEETING: Discussion and possible recommendations regarding the following:

- 1. Car Show update, May 27, 2013**
- 2. Memorial Day Parade update, May 27, 2013**
- 3. Memorial Day Events update, May 27, 2013**

AUDIENCE PARTICIPATION: None.

ADMINISTRATIVE REPORT:

Mrs. Bigsby reported that Senate Bill 233, grant money from the Michigan National Resources Trust Fund for outdoor recreation projects, was signed by Governor Rick Snyder on March 27th, 2013. Burton Parks and Recreation has been approved for \$171,000.00 for improvements to Kelly Lake Park. They will be contacting us very soon to start the process. Brookwood Golf Course has already filled their first class Get Golf Ready class and are opening another class starting April 25th from 5:30 p.m. to 7:00 p.m. The cost for this class is \$99.00, limit 10 students per class. We have 14 parade participants and two parade sponsors so far. We need more sponsors as soon as possible, so we can get the sponsor banner done. Burton Youth League registration signups are still ongoing. The first deadline is April 20th. Registrations will be an additional \$10.00 after this date. I would like to schedule a couple of nights, with anyone that can help, to meet at the storage unit to clean, organize and inventory.

COMMISSION DISCUSSION:

Discussion ensued regarding the storage unit cleanup. It was decided to meet at the storage area on Friday, April 5th at 5:30 p.m. and on Friday, April 12th at 5:30 p.m.

Mrs. Bigsby said we have possibly two grills that we can use for the car show pancake breakfast but we still need to find a couple of griddles. I have placed an order for two port-a-potties and will be ordering bounce houses for this event. DAV/VFW will be doing the spaghetti dinner on Memorial Day.

PARKS & RECREATION WORKSHOP MINUTES

APRIL 3, 2013 / 5:30 P.M.

PAGE 2

Mr. Spose knows a vendor who may be interested in setting up on Memorial Day or for any other events coming up. Meijer's will be donating hot dogs for the car show event. I think it would be good revenue for Parks and Recreation if we could set up somewhere and sell pop, water, popcorn, cotton candy and candy during the parade and fireworks show.

Mrs. Miron said she would like to have the Parks and Recreation meetings listed on our website calendar. I would like to see more audience participation at the meetings. What permits would we have to acquire to set up a vending area on the empty lot on the corner of Bristol and Center Rd? Mr. Spose said that aside from getting permission from the owner, we would have to get permits and health certificates if we want to sell anything that we have made ourselves.

Mr. Heffner said if we could make 25% subsidy on food and drinks sold at each event, whether by selling ourselves or selling through a vendor, this would be a good goal to shoot for. He would like to get started on the float soon, something with a patriotic theme. He would like to schedule a Friday with anyone that can help disassemble the Christmas Float.

Mrs. Bigsby stated we need more volunteers to commit for Memorial Day events. We would like to do a children's area at City Hall. This would keep people here through the day.

Mr. Spose suggested contacting the churches for volunteers to help with the children's area and setting up the ceremony area at the memorial.

Ms. Bauldry inquired about the Grand Marshall for the parade. Mrs. Bigsby stated the Grand Marshall hasn't confirmed yet. The Policeman of the Year will be Eric Freeman. I haven't heard who the Fireman of the Year will be yet. This is picked by the Burton Rotary.

Mr. Heffner said the Road Race signup will be held at Atherton again this year. They will need our help with this. He will contact Aileene from Elga Credit Union regarding the car show flyer and awards. I would like to have the Mayor as a judge in the car show. Parks and Recreation and Elga Credit Union will be judging also. There will be seven classes with a winner in each class.

Mr. Heffner suggested releasing Chinese lanterns into the sky on Memorial Day night for the candlelight ceremony. He wondered what the procedure was to get permission to do this. We could also release red, white and blue balloons.

Mrs. Miron stated Courtland Mall is under new ownership and she is waiting to get a confirmation from Troy on sponsoring. She is also waiting to hear from Lowe's. They may donate supplies in lieu of cash.

Mrs. Bigsby has dropped off a sponsorship form to El Cozumel and she will check with Poco Loco, Volunteers of America and Big Lot. She would like to take \$500 out of the Parks and Recreation Budget for the community garden.

PARKS & RECREATION WORKSHOP MINUTES

APRIL 3, 2013 / 5:30 P.M.

PAGE 3

Mrs. Miron said she has seeds to plant for the community garden. We could contact the 21st Century Kids to help with the planting. They need to volunteer their time on community projects.

Mrs. Bigsby said she will get the rest of the plants needed from Walker's. At the end of the year I submit a report to Mayor Zelenko. I figure in the number of volunteers and volunteers hours to get an idea on what we are saving and approximately how many people attend our events to come up with a percentage of households that our Parks and Recreation Commission touches each year. We touched 90% of our community last year.

Mr. Craig feels that the Parks and Recreation Commission is the marketing for our City. Our events market the City in a positive light and this will bring in new residents to our City. We have people from all over Michigan coming to Burton for the races. When I moved from Rochester, I researched many different areas. I wanted to move to a place that I knew would have family events.

Mrs. Bigsby said Burton Parks and Recreation Commission should be so proud of themselves. You have come a long way. Just in the past year you have tripled the amount of events you have put on. You have proven that this department is worth its weight in gold.

Mr. Heffner stated he would like to order flags to go on each telephone pole on Center Rd. I think I would need \$500.00 for 30 to 50 flags.

Mr. Craig said he will need up to \$2,500.00 for the November 9th Veterans Honor Race. He said they probably will not actually spend that. We will use it as working capital. We have to pay some things out before we get the revenue coming in. A lot of that revenue will be from the runners after they register. I think we will only need \$1,500.00 now and possibly the rest in June, depending on our revenue after the race.

COMMISSION RECOMMENDATIONS AND/OR ACTION:

Bauldry moved and Spose seconded the following motion:

To table the discussion regarding the vendors on Memorial Day until April 10, 2013 Parks & Recreation Meeting.
Motion carried 5-0.

Spose moved and Bauldry seconded the following motion:

To allocate \$1,500.00 for the Veterans Honor Run on November 9, 2013.
Motion carried 5-0.

Miron moved and Craig seconded the following motion:

PARKS & RECREATION WORKSHOP MINUTES

APRIL 3, 2013 / 5:30 P.M.

PAGE 4

To allocate \$500.00 for the purchase of flags for Memorial Day.
Motion carried 5-0.

Craig moved and Bauldry seconded the following motion:

To allocate \$500.00 for the community gardens.
Motion carried 5-0.

Meeting adjourned at 6:39 p.m.

mk