

CITY OF BURTON
PARKS AND RECREATION WORKSHOP MINUTES
DECEMBER 5, 2012, 5:30 P.M., COUNCIL CHAMBERS
www.burtonmi.gov

The Workshop is called to order by Chairman Steve Heffner at 5:45 p.m.

MEMBERS PRESENT: Heffner, Craig, Hildreth, and Moore.

MEMBERS ABSENT: Spose, Miron, Bauldry, Adams and Dunsmore.

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

PURPOSE OF THE MEETING: Discussion and possible action regarding the Christmas Parade on December 15, 2012.

ADMINISTRATIVE REPORT:

Mrs. Bigsby spoke regarding grant money from the Michigan Natural Resources Trust Fund (MNRTF). She attended the MNRTF Board meeting today in Lansing and is pleased to announce that Burton Parks and Recreation will receive a grant of \$171,000. Mr. Heffner asked if the City pays for the work and then we are reimbursed. Mrs. Bigsby stated Council has set aside \$57,000 and we will do draw-downs as needed.

COMMISSION DISCUSSION:

Mrs. Bigsby stated everyone is very excited for the Christmas Parade next Saturday. Winn's Lighting will be decorating their building and selling hot chocolate. They will also be getting Mr. and Mrs. Santa Claus and paying for promo spots on Channel 25. Custom Pools will be selling popcorn and decorating. She will be dropping off Christmas Parade flyers for businesses to hand out. There will be a contest for the best decorated business.

Mr. Heffner stated he has the trailer for the Parks and Recreation float. He already has one inch chicken wire but needs help making the flowers to decorate the float. The rail needs to be painted, cutouts made and painted to make the float look like a sleigh. We have seven sheets of plywood left from the Trick or Treat Trail Event. We may still need a couple more sheets. We should have a banner made that reads Merry Christmas, with the Burton Parks and Recreation logo on it. Mr. Heffner said that the flag pole they have used in the past is destroyed. He will go to the hardware and purchase the materials to make another flag pole. We need to find a flag to go on it, possibly an American Flag or Christmas Flag. He would like to have Mr. and Mrs. Santa Claus ride on the float. He would like to find a garage in the south end to keep the float in that would be close to the parade line up point.

Mr. Craig suggested asking the Kiwanis Club to pass out flyers.

PARKS AND RECREATION WORKSHOP MINUTES

DECEMBER 5, 2012 / 5:30 P.M.

PAGE 2

Mrs. Bigsby stated the Key Club might hand out candy and flyers. She will look for a flag, candy and glitter for the float. She will also order the participation ribbons. The Parks and Recreation float should be at the line up location between 11:00 a.m. and 11:30 a.m.

Mr. Heffner would like to see next year's parade start at 6:00 p.m. so that the Christmas lights would be more visible. He would also like to have Christmas songs played on the float. They will have a generator on the float for the Christmas lights. He asked if Atherton or Bentley band will be joining the parade. Mrs. Ellenburg will be in the parade.

Mrs. Bigsby said we do not know about Atherton and Bentley yet, however, the Bendle band will be participating. Bendle wrestlers and Atherton Cheerleaders may also be in the parade. She may have a Christmas music CD that could be used. She has sent sign up forms to our State Representatives, U.S. Representatives, Senators, Genesee County Sheriff Pickell and Jeff Wright, County Commissioner, to see if they are interested in participating in the parade.

Mr. Craig stated next year he would like to see some kind of activity after the parade.

Mr. Heffner would like to decorate his truck that will be pulling the Parks and Recreation float. He suggests putting antlers on top and a red nose on the front of it. He would also like to have some elves on the float. He will call the Marine Corp. league and ask if they could drive their Hummer with a Toys-for-Tots banner in the parade. Mr. Heffner asked about inviting the places that have mascots like pizza businesses, schools, etc. He would like to have the new police cars in the parade. He would like to also see picture taking with Santa next year at no charge. We could e-mail them to the family and with their e-mail address and set up a database for notification of future events. This would be a good way to promote our events.

Mr. Craig stated at one time Parks and Recreation had a camera and printer but is unsure where it is now.

Mr. Heffner will call Laura to ask if she knows who has the camera and printer. He suggests using Meijer's photo department as the pickup location for pictures with Santa Claus. He will call Charles Smiley to see if the Shriners would like to participate in the parade, and e-mail Mrs. Bigsby with the date and time they will be working on the float so that she can e-mail all the members.

Meeting adjourned at 6:25 p.m.

mk