

**MINUTES FOR THE
BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING
TUESDAY JUNE 25TH, 2024
4205 MAIN ST, BROWN CITY/CITY HALL COMMUNITY ROOM
[810-346-2325] EMAIL: browncty@greatlakes.net**

PRESENT: Chair Tara Owens, Louie Martus, Cory Faust, Walter Robison, Jody Richardson-sub for Matt Taepke.

ABSENT: Matt Taepke.

GUESTS: Julie Miller/Mayor, Jamie Bird, Ethan Workman, Dave VanCura, Officer Brandon Ford.

Meeting called to order at 7:02PM by Chair Tara Owens.

CORRECTION AND APPROVAL OF MINUTES:

MOVED BY Robison, **SECOND BY** Faust to approve minutes from May 28th, 2024 as written. **MOTION CARRIED.**

WORKING MEETING: No minutes for working meeting on June 2, 2024, Tara only member from board that attended this meeting/park clean up.

RAFFLE DRAWING FOR FITNESS EQUIPMENT FUND RAISER: Ethan Workman had Officer Brandon Ford draw the winners for this raffle. 1st Angie Williamson, 2nd Ross Mclvor, 3rd Ross Mclvor, 4th Don Martin. Winners will be notified Wednesday June 26th.

PERSONAL APPERANCES: Becky Bayliss-pavilion rental. Becky was not present at meeting. Louie Martus met with her and her Dad. Tara presented pictures of Pavilion and garbage left behind. Rental agreement states garbage must be removed from pavilion. Tara stated that this is the third year that this agreement has not been honored. Becky received her deposit 2 years in a row. Board agreed that the deposit to be kept and not returned to Becky.

Discussion on Terry Patterson rental. Terry did not remove garbage from pavilion. She was told she would not receive her deposit back. Board agreed.

Louie Martus stated that Burnside township is requesting that the south pavilion to be opened up just as north pavilion has been opened up (side doors are still on however nothing is locked). He stated that Rentals can still be reserved with a sign being posted on the pavilion, otherwise it is used on a "first come, first serve" basis. **MOTION BY** Martus, **SECOND BY** Richardson to open the doors on the south pavilion. **ROLL CALL VOTE:** Richardson-YES, Faust-NO, Owens-NO, Robison-NO, Martus-YES. **MOTION DENIED.**

Discussion on WIFI and Camera equipment being placed in eye sight/and obtainable level in pavilions. Board agreed to close pavilions until this can be fixed/cameras and equipment moved to suitable location.

MOTION BY Martus, **SECOND BY** Faust to have Wifi equipment moved to suitable location at Both pavilions/North and South. **MOTION CARRIED.**

PUBLIC QUESTIONS AND COMMENTS: NONE

PUBLIC HEARING: None scheduled.

Discussion on Burgess Excavating doing work in the park. Martus stated that there was a huge discount given to Park from Grant Burgess. Board expressed their appreciation and a Thank you card was signed by members and will be sent to Burgess. Jamie Bird from festival shared how appreciative the festival commission was for this work being done and done quickly before the BC Days Festival. Some wood still needs to be removed from tree that had to be cut due to growing into drainage pipe causing problem.

PAY BILLS: Refer to print out provided. Total was 9 checks for \$5,858.29. **MOVED BY:** Robison, **SECOND** by Faust to pay bills presented. **MOTION CARRIED.**

REPORTS AND RECOMMENDATIONS:

1. **CURRENT BALANCE:**

*Operating:

*Pool Pavilion Fund:

*Fitness Court Fund:

*Fitness Court CD: \$4,000.00

2. Next Regular Meeting: July 22, 2024 at 7:00 PM

COMMITTEE REPORTS:

1. Athletic fields and Batting cages: (Matt) Jody Richardson. Discussion on little league wanting help fixing batting cages, portable or permanent fencing for fields, parking, removing grass and putting gravel at McMoran entrance by Field 1, parking at fields 4 and 5. No decisions made.
2. Driveways and Parking Lots: (Louie): Discussion on more parking throughout park. Board agrees more parking is necessary, festival days and all the events it is needed.
3. Playground Equipment, Courts, Trails: (Cory): Bubbles for playground equipment, orange and yellow equipment, should have shipping # by July 8th. Caution tape was put on the broken areas.
4. Building Maintenance: (Tara): Tara requested permission to get quotes for bigger signs for rules to be posted in Park. Board agreed.
5. Utilities and Porta-lets: (Tara) Discussion on little league renting extra Porta-lets for the ALL STAR TOURNAMENTS in the Park on July 12th through July 14th. Discussion on Rotary Bathrooms/if little league wants to use they must provide soap, paper towels, and toilet paper. Jody stated he would get back to board on these questions.

6. Events and Entertainment: None
7. Park and Rec grants: Ethan working on grants for Park.
8. City Manager: (absent)(A) Tara discussed that City Manager stated there is a meeting set for Board of Directors and they will set a meeting for the boards to meet after their meeting on July 9th. (B) City Liability was also discussed between Tara and Chuck. Roofs on North and South Pavilions need replacing, bigger signage for pond for no swimming, conduit on light poles need fixing. (C) Manage will no longer be taking minutes for Park Board. Walter Robison volunteered to take minutes for board.

PETITIONS AND COMMUNICATIONS:

Jamie Bird, Chair of BC Days Festival requested use of park on October 18th, 19th and 20th for a FALL FESTIVAL. Board agreed.

NEW BUSINESS:

1. Walter Robison is City Council representative with Stacy being the sub.
2. Jody Richardson is little league sub.
3. Water line broken while carnival in town. MOTION BY Richardson, SECOND BY Robison to fix water lines, while removing spicket by bleachers and repairing line across to the west of Field #4. MOTION CARRIED.
4. Cory Faust reported that he took a new position at work and no longer serving on this board.
5. LIBRARY: Discussion on the library and the grant they received to put story book pages within the park. Tara reported that herself, Jamie Bird, Krystina Hine and Ruth/Librarian met and marked areas where these pages would be added. School workers to aid in installation of posts. Martus discussed maintenance and who would be responsible for these areas. Library to take care of areas. Ethan Workman stated that Mike Vislosky/DPW foreman states the areas chosen are acceptable.

ADJOURNMENT: MOTION BY Robison, SECOND BY Martus to adjourn meeting at 8:34PM. MOTION CARRIED.

RESPECTFULLY SUBMITTED,

JULIE MILLER