

**PROCEEDINGS OF THE
BROWN CITY FESTIVAL COMMISSION REGULAR MEETING**

WEDNESDAY OCTOBER 8, 2025

4205 MAIN ST, BROWN CITY, MI 48416

Held at City Hall/Community Room

QUORUM: YES

PRESENT: Tara Owens, Jason Fuller, Kevin Miller, Kelly McClelland.

ABSENT: Troy Gilbert

GUESTS: Julie Miller/Mayor, City Manager Chuck Bennett/Left at 6:30PM

Meeting called to order at 6:00PM by Chair Tara Owens.

CORRECTION AND APPROVAL OF MINUTES:

1. Regular Meeting: September 10, 2025:

MOTION BY Kevin Miller **SECOND BY** Kelly McClelland to approve Minutes from September 10, 2025 as written. **MOTION CARRIED.**

2. Working Meeting: September 17, 2025. October 1, 2025. Discussion on Sesquicentennial.

MOTION BY Kelly McClelland **SECOND BY** Kevin Miller to approve Minutes from September 17, 2025 and October 1, 2025. **MOTION CARRIED.**

TREASURERS REPORT:

1. Checking account balance: \$2,148.08. \$30,238.08 in MI Class account. Total \$32,386.16.

PAY BILLS: Scarecrows (\$28.62) and lunch (\$86.00) for clean up day at museum to Julie Miller.

UNFINISHED BUSINESS:

1. Speaker issue: Jason to continue to address.
2. Wolverine Fireworks: No new information. Discussion on having more than one display. Possibly hiring another Firework company.
3. Trailer for sound equipment: Jason to check on. Waiting on pricing from school.
4. New Booth/shed for commission. Check with Career center, check pricing with Amish. Discussion on possible 'Frolic' with Amish building on site during the Festival.
5. Facebook Page progress: Chuck received information from Facebook. Tara will help with this project.
6. Fall Festival: October 18, 2025 Chili Cookoff/setup time is 10:30AM with start time of 11:00AM to 3:00PM and Pumpkin Roll (Library) Corn Hole, weather dependent. Fry pies, and music by Roger Hockelburg.

MOTION BY Jason Fuller **SECOND BY** Kelly McClelland to purchase 100 Fry Pies from Amish, not to exceed \$2.50 each to sell at Chili Cook off. **MOTION CARRIED.**

7. Thank you cards: Sending September 2025.
8. Timeline for Sesquicentennial-work in progress.
9. Button Machine and Buttons. Purchased and working on.
10. Logo Contest. Courtney Ford requesting to raise prize to \$150.00. Committee agreed to keep \$50.00 currently. New logo flyer being sent out.
11. Setting decorations September 27, 2025 on Main Street. A huge Thank You to Tara Owens, Kevin Miller, Julie Miller, Carol VanDamme, Linda Willer, Tom Zyrowski, Jeff Beane, Dan Rowley, Kim Evans, VanDamme Farms for the corn stalks and pumpkins, Bens Supermarket for the mums, Jay Berry for straw, Methodist Church for Pizza after, Festival commission for the scarecrows.

PERSONAL APPEARANCES: NONE

PUBLIC HEARING: NONE

PETITIONS AND COMMUNICATIONS: NONE

RESOLUTIONS: NONE

NEW BUSINESS:

1. BINGO Machine: Kevin stated that Courtney Ford is interested in running this event. Discussion on when and where to host.

MOTION BY Tara Owens **SECOND BY** Kelly McClelland to purchase Bingo equipment up to \$1,500.00. **MOTION CARRIED.**

2. Museum: Clean up. October 5, 2025. Huge Thank you to Tara Owens, Kevin Miller, Julie Miller and Scouts cleaned the museum, Kelly McClelland, Dale McClelland, Lexi McClelland, Shelly McClelland, Michelle Sanders and Nina Hoyt.
3. Sesquicentennial memorabilia pricing. No decision made.
4. 3 ON 3 Basketball or student vs teacher game and/or home run derby. Still in progress.
5. Band Inquiry: Michelle to check on this event.

MOTION BY Jason Fuller **SECOND BY** Kevin Miller to pay \$200.00 to Roger Hockelburg to perform at the Chili cookoff if available. **MOTION CARRIED.**

PUBLIC HEARING: NONE

REPORTS AND RECOMMENDATIONS:

1. **NEXT REGULAR MEETING: November 12, 2025. Held at 6PM**
2. **NEXT WORKING MEETING: October 1, 2025, October 15, November 5, 2025. Held at 6PM**
 - A. **INVENTORY ALL SUPPLIES/EQUIPMENT.**
 - B. **ORGANIZE BOTH SHEDS.**

PUBLIC QUESTIONS AND COMMENTS:

1. Julie stated that HALLOWEEN Trunk or Treat is Friday October 31, 2025 with set up time at 3:15pm to 4:00pm and event at 4pm to 5pm. Town Trick or Treat hours are 5pm to 7pm. Need street closed.
2. Rotary side by side run is Saturday October 11, 2025.
3. Festival Chili Cookoff is Saturday October 18, 2025. Held in South pavilion this year. Set up time is 10:30am to 11:00am and event at 11:00am to 3:00pm. PUMPKIN ROLL same day.
4. SESQUICENTENNIAL 2026. Need 'SAVE THE DATE' FLYERS. Tara to contact Chuck about using the CANVA program/getting password.
5. Chili cookoff, Trunk r Treat, Christmas Tree Lighting Flyers.

Need street closed on December 5, 2025. Jason looking for the perfect tree.

ADJOURNMENT: MOTION BY Tara Owens, SECOND BY Jason to adjourn meeting at 7:55PM. MOTION CARRIED.

RESPECTFULLY SUBMITTED,

JULIE MILLER