

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

WEDNESDAY, JULY 8, 2026

4205 MAIN ST, BROWN CITY, MI 48416

Held at City Hall/Community Room

QUORUM: YES

PRESENT: Chair Tara Owens, Kevin Miller, Kelly McClelland, Michelle Sanders.

ABSENT: Jason Fuller, Troy Gilbert, City Manager Kyle Harris.

GUESTS: Julie Miller/Mayor, Ross McIvor, Chris Lee, Angel Kreiner.

MEETING CALLED TO ORDER: at 6:00PM by Chair Tara Owens.

ADDITIONS TO AGENDA: NONE

CORRECTION AND APPROVAL OF MINUTES:

1. Regular Meeting: May 13, 2026:
2. Working Meetings: May 20, 27, and June 3, 2026:

MOTION BY Kevin Miller **SECOND BY** Kelly McClelland to approve minutes from regular meeting from May 13, 2026 as written. **MOTION CARRIED.**

MOTION BY Kelly McClelland **SECOND BY** Michelle Sanders to approve the working meeting minutes from May 20 and 27, 2026 and June 3, 2026. **MOTION CARRIED.**

TREASURY REPORT: As of June 30, 2026: Current checking account balance is \$12,630.37. MI CLASS balance is \$23,414.38 as of May 31, 2026. Overall total \$36,044.75 without June MIClass added in.

PAY BILLS: All bills have previously been approved. TV stand and markers are current bills.

UNFINISHED BUSINESS:

1. Facebook page progress-discussion on requesting City Manager Kyle Harris to open a Brown City Days Festival Page and having the City designate the Administrators on the page therefor is someone quits on the committee, the City can remove or add as needed.

MOTION BY Kevin Miller **SECOND BY** Kelly McClelland to have City Manager Kyle Harris open a Facebook account under City control and appoint Administrators to manage the Page for the Festival. **MOTION CARRIED.**

NEW BUSINESS:

1. Fire Department Donation:

MOTION BY Kevin Miller SECOND BY Kelly McClelland to donate \$500.00 to the Fire Department. MOTION CARRIED.

2. Park Donation:

MOTION BY Michelle Sanders SECOND BY Kevin Miller to donate \$500.00 to the Park. MOTION CARRIED.

3. Water Usage Fee:

MOTION BY Kelly McClelland SECOND BY Michelle Sanders to donate \$25.00 to the Park for the water used during the Festival. MOTION CARRIED.

4. Electric Usage Fee:

Discussion on Electric usage. Consensus to wait until next meeting to see if Rotary, City and Festival will split the bill.

5. \$50.00 Gift Cards Sunoco.

Tara stated that AJ from Sunoco donated to the Festival Committee \$50.00 gift cards.

6. Sheriff Posse

MOTION BY Kelly McClelland SECOND BY Kevin Miller to donate \$350.00 to Sheriff Posse. MOTION CARRIED.

7. Over all feeling of Festival? Discussion on 2026 Festival. Possibly start on Wednesday for 2027 festival with Kids Day, Parade needs numbers on each entry to make easier for announcing. Possibly change 5K route and add a 1 mile for kids, and add age groups for different winners, and offer to have people pick up t-shirts the night before. Have extra safety pins. Different money bags for different events, separate petty cash, reach people some other way than Facebook, individual prices on merchandise, pictures of winners for each event, possible photographer to mark each event, don't ask vendors for free food, language/foul language to not be used, PA system in Park. Forgot pizza for water fight. Trailer is still parked in park, needs to be moved. More Advertising.

Tara stated that she would be stepping away for a period of time due to personal reasons. Kevin to take over.

REPORTS AND RECOMMENDATIONS:

1. Next Regular Meeting: Wednesday August 12, 2026 at 6:00PM.
2. Next Working Meeting: None scheduled.

PUBLIC QUESTIONS AND COMMENTS: None.

ADJOURNMENT:

MOTION BY Michelle Sanders SECOND BY Kevin Miller to adjourn meeting at 7:56PM. MOTION CARRIED.

RESPECTFULLY SUBMITTED,

JULIE MILLER