

MINUTES FOR THE
BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING
TUESDAY FEBRUARY 24, 2026 AT 7:00PM
4205 MAIN ST, BROWN CITY/CITY HALL COMMUNITY ROOM
[810-346-2325] EMAIL: bcpark@cityofbrowncity.net

PRESENT: Chair Tara Owens, Angel Kreiner, Paul Farmer, Roger Burgess.

QUORUM PRESENT: YES. 4 out of 7 members present. (Need two new member)

ABSENT: Louis Martus/resigned via phone at last meeting, Ross McIvor.

GUESTS: Julie Miller/Mayor, City Manager Kyle Harris, Libbey Hall.

Meeting called to order at 7:06PM by Chair Tara Owens.

CORRECTION AND APPROVAL OF MINUTES:

1. **REGULAR MEETING: MOTION BY** Angel Kreiner **SECOND BY** Roger Burgess to approve the minutes from January 27, 2026 as written. **MOTION CARRIED.**
2. **WORKING MEETING: NONE**

Libbey Hall representing Fellowship Bible Church requested to use the Park for the annual Easter Egg Hunt. The request is for Saturday April 4, 2026 from 11:00AM to 2:30PM. The hunt for eggs will begin at 1:00PM.

MOTION BY Roger Burgess **SECOND BY** Paul Farmer to allow Fellowship Bible Church to host an Easter Egg Hunt at the Park on Saturday April 4, 2026 from 11:00AM to 2:30PM. **MOTION CARRIED.**

TREASURER REPORT:

CURRENT BALANCE: Checking-\$11,073.55 MI CLASS checking-\$10,543.89 with YTD interest of \$543.89, MI CLASS Savings/Pool Pavilion\$4,957.62 with YTD interest of \$234.24, MI CLASS Fitness Court-\$4,570.01 with YTD interest of \$178.38. Grand Total all accounts \$31,145.07.

Kyle stated that he met with Jared from BOD and stated that the Park/City needs help with funding for the Park.

PAY BILLS: SEE ATTACHED:

MOTION BY Angel Kreiner **SECOND BY** Roger Burgess to pay the bills as presented for a total of \$116.10. See Attached. **MOTION CARRIED.**

UNFINISHED BUSINESS:

1. 5 year plan: Kyle working to get this updated. Sent old documents to F and V. Kyle stated that the cost is \$16,000.00 to update. This will have to wait for funding.
2. Fitness Court Project: Need estimates for fencing and resurfacing the tennis court. Equipment has been delivered as of today. Not enough money to install.

3. Damaged Picnic Tables: Tables at school being worked on. Inspection shows a couple more tables need repairs. Metzger is currently busy with wrestling. No update.
4. Rotary Pavilion: Next phase. Gravel was delivered in front of pavilion. No update on where gravel is being placed. Alex Bartle reached out and requested the key for the main electric box in middle of park as Rotary has requested that he start working on electric for them and their pavilion. Who is paying for electric? Is there a site plan for the pavilion?
5. Repairs per inspection. Tabled until weather clears.
6. Hog Town appliances. Tabled until weather clears.

PERSONAL APPEARANCES: NONE

PUBLIC HEARING: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

RESOLUTIONS: NONE

COMMITTEE REPORTS:

1. Athletic fields and Batting cages: Paul Farmer:
 - **Fields 2 and 3 set for springtime
 - **12x16 shed to be placed waiting on Neil Kohler.
2. Driveways and Parking Lots: Burgess. Parking lot gravel tabled until spring.
 - **Parking lots and driveway gravel-tabled until spring.
 - **Field 4 and 5 Parking lot-tabled till spring.
3. Playground equipment, Courts and Trails: (assign)
4. Building maintenance: Tara Owens
 - **Brick Bathrooms-closed until rented
 - **North Pavilion-closed until spring
 - **South Pavilion-closed until spring
 - **Cade Rd Pavilion-Continued work.
 - **Porta-lets-removed until spring. Kyle stated that he received quotes from 3 out of 4 companies.
- A. Carl's Septic: 3 regular at \$115.00 per month with 1 handicap at \$180.00 per month for a total of \$525.00 per month.
- B. All American: stated they didn't service this area.
- C. Jay's Septic: 3 regular at \$140.00 per month with 1 handicap at \$230.00 per month for a total of \$650.00 per month.
- D. DeLongs: 3 regular at \$140.00 per month with 1 handicap at \$200.00 per month for a total of \$620.00 per month.

MOTION BY Angel Kreiner **SECOND BY** Roger Burgess to hire Carl's Septic for the Porta-lets for the 2026 Park season from Mid April to Mid/end of October. Cost will be \$525.00 per month for 3 regular and 1 handicap. Porta-lets to be placed where they have been in the past. **MOTION CARRIED.**

MOTION BY Tara Owens **SECOND BY** Roger Burgess to have 2 extra porta-lets for a cost of \$690.00 from May to July contingent upon the lease being signed with Summer Recreation. **MOTION CARRIED.**

5. Events and Entertainment: (assign)
 - **Sesquicentennial Celebration June 7-14, 2026.
 - **Bingo at Whiskey Jar Friday March 13, 2026.
 - **Easter Egg Hunt Saturday April 4, 2026.
6. Park and Recreation grants/Fundraising: None.

7. City Manager: Kyle Harris:
 - A. Porta-lets. See above.
 - B. Louis Martus gave his resignation letter in person to Kyle.

MOTION BY Tara Owens **SECOND BY** Angel Kreiner to accept Louis Martus resignation. **MOTION CARRIED.**

- C. RFP for lawn mowing is out in papers and on website.
- D. Discussion on Insurance for the Park. No decision made.

NEW BUSINESS:

1. Approve revised forms: Discussion on forms. Athletic Field Usage, Key sign out, Pavilion/Brick Bathroom rental, BC Park Facilities Rental Form all to be revised, brought back to next meeting and then sent to City Council. Tara to post Procedures form inside City Hall and at Park. Changes were made to the Facilities form to strike Soccer field and add any field 1 thru 7 for softball/baseball fields. Key form to add **return keys in drop box. Changes to Athletic Field is to remove 6, 12, 13, 14 and to add \$1,200.00 per year and guarantee that extra porta-lets will be ordered for tournaments. Paul stated that there will be extra porta-lets for the tournament dependent on how many teams are playing. Discussion that the \$1,200.00 would go towards the 2 extra porta-lets from May to July and DPW for garbage removal.

MOTION BY Roger Burgess **SECOND BY** Angel Kreiner to send revised forms to City Council for approval. **MOTION CARRIED.**

2. Eastern MI Antique Tractor Pull Dates 2026: May 24 at 1:00PM, June 21 at 1PM, July 12 at 1PM, July 26 at 1PM, August 9 at 1PM, August 23 at 1PM, September 20 at 1PM.

MOTION BY Roger Burgess **SECOND BY** Paul Farmer to allow Eastern MI Antique Tractors to use the Park on the dates above aside from June 21, 2026 due to a summer recreation tournament with approximately 55 teams being at the park that day. **MOTION CARRIED.**

REPORTS AND RECOMMENDATIONS:

1. **NEXT REGULAR MEETING:** March 24, 2026 AT 7:00PM.
2. **NEXT WORKING MEETING:** None scheduled.

PUBLIC QUESTIONS AND COMMENTS: NONE

ADJOURMENT:

MOTION BY Tara Owens **SECOND BY** Angel Kreiner to adjourn meeting at 8:58PM. **MOTION CARRIED.**

RESPECTFULLY SUBMITTED,

Julie Miller

February 23, 2026

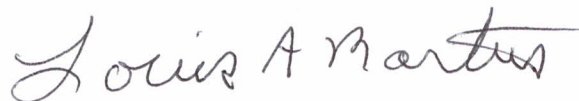
Dear Burnside Township

The City of Brown City has made the decision to recognize the authority of the self-appointed Park Board of Directors. This self-appointed board mainly consists of city residents, and those residents do not represent the owners of the park. The park is owned by Burnside Township, Flynn Township, Maple Valley Township, Brown City Rotary Club, Brown City Community Schools, and the City of Brown City.

The self-appointed board proposed a park lease agreement to the city council. This lease was not presented to or approved by Burnside Township. Neither the self-appointed board nor the city council provide meeting minutes to Burnside Township, thus making it difficult to make decisions. The city council has approved this 30-year lease.

Due to the poor communication and the recognition of the city's residents "pet project" board, it is with regret that I am submitting my resignation as Burnside Township's Park Board representative.

Sincerely,

A handwritten signature in cursive script that reads "Louis A. Martus". The signature is written in black ink and is positioned below the word "Sincerely,".

Louis A. Martus