

DRAFT

MINUTES FOR THE
BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING
TUESDAY OCTOBER 28, 2025 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, Louis Martus, Ross McIvor, Paul Farmer.

QUORUM PRESENT: YES. 5 out of 7 members present.

ABSENT: Roger Burgess.

GUESTS: Julie Miller/Mayor, Interim City Manager Kyle Harris, Darin Wheeler, Kevin Miller.

Meeting called to order at 7:00PM by Chair Tara Owens.

CORRECTION AND APPROVAL OF MINUTES:

1. **REGULAR MEETING: MOTION BY** Ross McIvor, **SECOND BY** Angel Kreiner to approve the minutes from August 26, 2025 as written. **MOTION CARRIED.**
2. **SEPTEMBER MEETING: NONE. DUE TO LACK OF QUORUM.** (PRESENT: Chair Tara Owens, Louis Martus, Roger Burgess, Mayor Julie Miller)
3. **WORKING MEETING: NONE.**

TREASURER REPORT:

CURRENT BALANCE: Checking-\$3,710.80, MI CLASS checking-\$10,402.24, MI CLASS Savings/Pool Pavilion-\$7,889.93, MI CLASS Fitness Court-\$15,999.24, Fitness Court CD (nothing reported)

PAY BILLS:

MOTION BY Ross McIvor, **SECOND BY** Louis Martus to pay the bills as presented for a total of \$4,495.73. See Attached. **MOTION CARRIED.**

UNFINISHED BUSINESS:

1. BOD January 2026 lease updates: Much discussion on this topic.
2. 5 year plan: Tabled pending lease.
3. Fitness Court Project: Chuck made the purchase official, Council approved for \$13,300.00. Fitness equipment to be stored in Steve Kohlers shed. Chuck gave Jared McPail information for rubberization for the court and for the fencing.
4. Summer Rec shed information: Paul stated that the shed has not yet been placed at the Park.
5. Damaged Picnic Tables: Tables at school. City Council approved with a motion to have the tables repaired by the school. Materials were approved.
6. Food Forest meeting/grants: In August, Chuck stated that meeting with Blue Water Conservation went well with Discussion on Turtles and trees. Kyle stated that he is going to check into this further.

7. Rotary Pavilion: Next phase. Looking into Electric/upgrading and lights for the track. Gravel was delivered in front of pavilion.
8. North and South Pavilion Roofing: Paul stated that he did not get back with Amish. He will get quote from Tara and visit Amish again to secure the roofing to be done.

PERSONAL APPEARANCES: Darin Wheeler/Rapid Lawn Care attended to requesting to continue moving the Park.

PUBLIC HEARING: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

RESOLUTIONS: NONE

COMMITTEE REPORTS:

1. Athletic fields and Batting cages: Paul Farmer: 12x16 Shed not at Park yet. Paul stated that Neil just returned information about fencing. 2 fields (Field 2 and Field 3) might get fencing installed this fall. Field 1 will be next year.
2. Driveways and Parking Lots: Burgess and Martus. Parking lot gravel tabled until spring.
3. Playground equipment, Courts and Trails: Inspection needed at Park. Louis Martus to continue this inspection with Paul Farmer and Interim City Manager Kyle Harris, 8am Monday morning.
4. Building maintenance: Brick Bathrooms: they are winterized. North Pavilion: Close the doors for winter. South Pavilion: None. Cade Rd Pavilion: Much discussion about cleaning out this pavilion and Alex Bartle to finish electric that has already been approved.
5. Events and Entertainment: Tree lighting in town December 5, 2025, Sesquicentennial June 7-14, 2026.
6. Park and Recreation grants/Fundraising: None.
7. City Manager (Bennett): Resigned/done as of October 28, 2025 at 4:30. NO UPDATES.

NEW BUSINESS: Plans to move forward if the BOD lease stays the same.

REPORTS AND RECOMMENDATIONS:

1. **NEXT REGULAR MEETING:** November 25, 2025 AT 7:00PM.
2. **NEXT WORKING MEETING:** None scheduled.

Interim City Manager will not be at regular meeting in November

PUBLIC QUESTIONS AND COMMENTS: Tara stated that Marlene Hill signed a waiver to mow **PARK PROPERTY** lawn near her property.

ADJOURNMENT:

MOTION BY Tara Owens **SECOND BY** Ross McIvor to adjourn meeting at 8:29PM. **MOTION CARRIED.**

RESPECTFULLY SUBMITTED,

Julie Miller