

Minutes of the regular meeting of Brown City Festival Commission  
Held Wednesday May 14, 2025 at 6 pm.

Quorum: yes

Present: Jamie Bird, Jason Fuller, Tara Owens, Kevin Mille(joined at 6:40 pm due to work),  
Absent: Troy Gilbert (Kelly in hospital), Geno Novack/city council liaison, Chuck Bennett/city manager  
Guests: Julie Miller/Mayor, Kelly Mcclelland, Michelle Coleson

CORRECTION & APPROVAL OF MINUTES:

May 7, regular meeting- Motion by J.Fuller, supported by K.Miller, to approve corrected minutes, no discussion, all approved. Motion carried.

Treasurer's Report- T. Owens

Reconciled balance as of 4/30/25 \$23,707.87.. Mailing campaign was very successful, about a dozen new donors. 358 sent, 40 returned, Ethan at City Hall to reviewed ones returned and update list.

PERSONAL APPEARANCES: NONE

PUBLIC QUESTIONS & COMMENTS:

Jared McPhail (Rotary Club)- Group discussed plans for Sheriff Posse (focus on Friday-Sunday), Rotary will split cost. BC missionary church willing to bus people when parking is full. We asked if okay to have euchre & church service in the Rotary building- shouldn't be an issue. On Sunday the dance club also needs an area to interact with the crowd. Help is needed getting the picnic tables put out.

Kelly Mcclelland, who is helping with parade this year, asked where people get forms. The best place is our website, [bcfestivalcommision.com](http://bcfestivalcommision.com), but City Hall also has some.

PUBLIC HEARING: NONE

PETITIONS & COMMUNICATIONS: NONE

Fireworks- permit requested (copy given to Julie). Distance to mark out 450 feet per technician (Ron), office stated 350 feet (Rachel). While at park discussed best to have this in writing so there is no question.

Large Signs- Rotary paying half, have been ordered, discussed design (with Rotary and Festival logos)

Parking permits- need stickers to get them to City Hall. Jamie gave all permits to Julie to organize.

Yard signs Jamie in the process of getting them out. A few will be given to Julie to be towards Imlay City, North Branch.

AJ with Brown City Sunoco Gas Station (Redbarn) wants to be a platinum sponsor (\$1000). He will donate gifts cards, food, and supplies (Sam's Club order likely).

For Sunoco gift cards:

Chalk Art	\$10 x 20
5k	\$20 x 2
Cornhole	\$20 x 2, \$10 x 4
Horseshoes	\$20 x 2, \$10 x 4
Burnout	\$20 x 1, \$10 x 2
Pizza Eating	\$20 x 2, \$10 x 2
Dunk Tank	\$10 x 8
Misc	\$10 x 7

TOTAL \$650

Balance of \$1000 donation with be \$350 Sam's Club order (Candy, water, car detailer baskets, granola bars, chips, drink boxes).

Presale tickets- Jamie dropped 100 tickets off to Angie

Porta johns- Jamie reached out to Carl's they are willing to donate \$250 and have appreciated us over the years. Motion by Jamie to use Carl's Septic for festival this year, supported by Kevin, no discussion, all in favor. Motion carried.

EMS- Jamie emailed to ask for fireworks coverage

Road Closure- not needed per Stephanie during parade since short. Jamie, just in case of a disaster in the park, will have her submit to close Main st so we could have the car show (this would be very unlikely to be needed).

Radio Ads- New for this year: Gelliball, foam party, music, and barrel racing! Jamie to work with radio station.

Table Flyers- Jamie and Tara put together, they are in the process of being handed out

Contracts (Dewayne Spaw, carnival, fireworks)- Jamie provided copies of all of these to Tara

Order shirts:

Tim- XL Grand Marshall  
Kelly McClelland 2x  
Michelle Coleson 3x  
Kristyna Hine  
Kevin 2x x 2 tshirts  
Jason x 2 tshirts  
Tara xl x 2 unisex tanks also xl hoodie  
Jamie 2xl tshirt x 2  
Troy 4xl x 2 shirts  
Mr. Lee (5K)

Motion made by Kevin, supported by Tara to extend meeting to 8:30 pm and we proceeded to the park to discuss placement of multiple participants and also measured 450 feet for fireworks.

Motion to adjourn by Kevin, supported by Jason. No discussion, all approved, motion carried. Meeting closed at 8:28 pm.