MINUTES FOR THE

BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING

TUESDAY August 26, 2025 AT 7:00PM

4205 MAIN ST, BROWN CITY/CITY HALL COMMUNITY ROOM

[810-346-2325] EMAIL: browncty@greatlakes.net

PRESENT: Tara Owens, Roger Burgess, Ross McIvor, Paul Farmer.

QUORUM PRESENT: YES. 4 out of 7 members present.

ABSENT: Angel Kreiner, Louis Martus.

GUESTS: Julie Miller/Mayor, Rob Kasprzak, Donald Ruddock, Kevin Miller, City Manager Charles Bennett (arrived at 7:12PM)

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

MOMENT OF SILENCE REQUESTED BY Chair Owens for Ray Dupie/Board member due to his passing away.

CORRECTION AND APPROVAL OF MINUTES:

- 1. **REGULAR MEETING: MOTION BY** Roger Burgess, **SECOND BY** Ross McIvor to approve minutes from July 22, 2025 as written. **MOTION CARRIED.**
- 2. WORKING MEETING: NONE

PAY BILLS:

MOTION BY Ross McIvor, **SECOND BY** Roger Burgess to pay the bills as presented for a total of \$9,388.49. See Attached. **MOTION CARRIED.**

UNFINISHED BUSINESS:

- 1. BOD January 2026 lease updates: No new updates.
- 2. 5 year plan: Tabled pending lease.
- 3. Fitness Court Project: Chuck stated that he is still gathering information for this project.
- 4. Summer Rec shed information: Paul Farmer stated that the shed is 12x16. Rec requests the location to be by the block house and concession stand on south side.

MOTION BY Ross McIvor, **SECOND BY** Paul Farmer to allow 12x16 shed on skids to be placed on south side of concession stand/block house in Park. **MOTION CARRIED.**

- 5. Damaged Picnic Tables: Tables at school. Waiting on quotes from school.
- 6. Food Forest meeting/grants: Chuck stated that meeting went well. Looking into possibility of trees. Discussion on Turtles.

PERSONAL APPEARANCES: Rob Kasprzak and Donald Ruddock representing disc golf and the course in the Park. Discussion on moving baskets and cleaning up around the baskets. They were asked to host a Disc Golf Tournament in the Park for the 2026 Sequicentennial.

MOTION BY Ross McIvor, **SECOND BY** Roger Burgess to allow baskets to be moved per map attached for the Disc Golf Course. **MOTION CARRIED**.

PUBLIC HEARING: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

RESOLUTIONS: NONE

REPORTS AND RECOMMENDATIONS:

- 1. **CURRENT BALANCE**: Checking-\$8,552.74, MI CLASS checking-\$20,255.58, Savings/Pool Pavilion-\$7,833.20, Fitness Court-\$11,703.51, Fitness Court CD-\$4,204.35.
- 2. NEXT REGULAR MEETING: September 23, 2025 AT 7:00PM.
- 3. **NEXT WORKING MEETING:** None scheduled.

COMMITTEE REPORTS:

- 1. Athletic fields and Batting cages: 12x16 Shed.
- 2. Driveways and Parking Lots: None
- 3. Playground equipment, Courts and Trails: None.
- 4. Building maintenance: None.
- 5. Events and Entertainment: Roger Burgess stated that Antique Tractor group sends a HUGE Thank you for the use of the track for their events.
 - REMINDER ABOUT EVENTS: Rotary sponsored: September 13, 2025 BUMP N RUN. October 11, 2025 Side x Side Run. Festival sponsored: October 18, 2025 Chili cookoff. Library sponsored: October 18, 2025 Pumpkin Roll.
- 6. Park and Recreation grants/Fundraising: None.
- 7. City Manager (Bennett): Sends a HUGE Thank you to Ray Dupie for service on Board.

NEW BUSINESS: None.

PUBLIC QUESTIONS AND COMMENTS:

1. Kevin Miller stated that he is concerned about swing set on South side of Park. This swing set was listed on the Park Inspection that was done by Chuck and Louis in October/November of 2024. Kevin stated that all repairs on the list were fixed by himself and his company and Ray Dupie, except for that swing set. Kevin asked why the North Pavilion playground equipment was removed and this swing set could pose a risk. Chuck stated that the swing set pre-dates and doesn't have to be removed. Options include: 1. School fixes, 2. DPW fixes, 3. Steel Company. Chuck to investigate these options.

ADJOURMENT:

MOTION BY Ross McIvor SECOND BY Louie Martus to adjourn meeting at 8:21PM. MOTION CARRIED.

RESPECTFULLY SUBMITTED,

Julie Miller

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	Description		BRUSH HOG SERVICES REVIEW/REVISE VOLUNTEER WAIVER 5/21/25 CADE RD PAVILION ELECTRICAL WORK 1/3 DO AUDIT SERVICES FY 2024-2025 ROTARY/BRICK BATHROOMS-TOWARDS REPAIRS UTILITIES 6/18 - 7/17/25 PARK - COMMERICAL HAND DRYERS SERVICES JULY 2025 SERVICES JULY 2025 SERVICES 7/25 - 8/25/25 BC PARK - COMM HAND DRYERS	9,888.47 499.98 TOTAL BILLS PAID >>>>>>>>>>>
CHECK REGISTER CHECK DATE FROM 07/01/2025 - 07/31/2025	Vendor Name		MCIVOR LAWN CARE FLETCHER FEALKO SHOUDY & FRANCIS ALEX BARTLE KING & MESSING AUDIT SERVICES LLC BROWN CITY SUMMER RECREATION DTE ENERGY AMAZON CAPITAL SERVICES RAPID LAWN MAINTENANCE CARL'S SEPTIC SERVICE LLC AMAZON CAPITAL SERVICE	
BROWN CITY PARK & RECREATION	Vendor		00415 01673 01544 00374 01760 01709 01699 01709	
BROWN CITY PARK & REC	Check		3138 3139 3140 3141 3142 3144 3144 3146 3146	
08:37 AM	Bank	ARKS	508 508 508 508 508 508 508 508	hecks: sbursement
08/14/2025 08:37 AM User: DAVE DB: BROWN CITY	Check Date	Bank 508 PARKS	07/01/2025 508 07/01/2025 508 07/09/2025 508 07/15/2025 508 07/15/2025 508 07/25/2025 508 07/30/2025 508 07/31/2025 508 07/31/2025 508 07/31/2025 508	Less 1 Void Checks: Total of 9 Disbursements:

BALANCES AS OF JULY 31, 2025

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\$ 8,552.74	\$20,255.58	\$ 7,833.20	\$11,703.51	\$ 4,204.35
	MI CLASS CHECKING	MI CLASS SAVINGS/PAV. \$ 7,833.20	COURT	COURT CD
CHECKING	MI CLASS	MI CLASS	FITNESS COURT	FITNESS COURT CD

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