

**MINUTES FOR THE**  
**BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING**  
**TUESDAY MAY 26, 2026 AT 7:00PM**  
**4205 MAIN ST, BROWN CITY/CITY HALL COMMUNITY ROOM**  
**[810-346-2325] EMAIL: bcpark@cityofbrowncity.net**

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**PRESENT:** Chair Tara Owens, Angel Kreiner, Roger Burgess, Ross Mclvor.

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

**ABSENT:** Paul Farmer.

**GUESTS:** Julie Miller/Mayor, City Manager Kyle Harris, Bill Ernat from EMCOG/5 year plan.

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

**CORRECTION AND APPROVAL OF MINUTES:**

1. **REGULAR MEETING: MOTION BY** Ross Mclvor **SECOND BY** Roger Burgess to approve the minutes from April 28, 2026 as written. **MOTION CARRIED.**
2. **WORKING MEETING: NONE**

**TREASURER REPORT:**

**CURRENT BALANCE:** Checking-\$31,668.33, MI CLASS checking-\$10,640.90 with YTD interest of \$640.90, MI CLASS Savings/Pool Pavilion\$5,003.75 with YTD interest of \$280.37, MI CLASS Fitness Court-\$6,840.52 with YTD interest of \$230.97. Grand Total all accounts \$54,153.50.

**PAY BILLS:** TOTAL: \$2,734.61\*\*\*SEE ATTACHED\*\*\*

**MOTION BY** Roger Burgess **SECOND BY** Ross Mclvor to pay Angel Kreiner \$69.54 for flowers for the park flower containers. **MOTION CARRIED.**

**MOTION BY** Ross Mclvor **SECOND BY** Angel Kreiner to pay the Bills as presented. **MOTION CARRIED.**

**UNFINISHED BUSINESS:**

1. Fitness Court Project: Need estimates for fencing and resurfacing the tennis court.
2. Summer Rec Shed-Shed has arrived in park but is in the wrong dedicated spot. Needs to be moved. Neil Kohler stated that the shed would be moved.
3. Damaged Picnic Tables: Tables that the school fixed were delivered to park. Moved 2 more damaged tables to DPW garage.
4. Rotary Pavilion: Next phase. Gravel was delivered in front of pavilion. No update on where gravel is being placed. Ross stated that Rotary wants to place gravel on West side of Pavilion. Rotary working on electric/boring for new electric at Rotary Pavilion. Who is paying for electric? Is there a site plan for the pavilion? Kyle will send Rotary a letter requesting information on site plan, electric and any other information they can provide. DTE donated wires and rotary ordered another.

5. Repairs per inspection. DPW will fix swing. Mike Vislosky bringing skid-steer to fix gate by pond.
6. Hog Town appliances. Board agreed to have Pete Linck to pick up appliances.

MOTION BY Ross McIvor SECOND BY Angel Kreiner to allow Pete Linck to pick up appliances from Pool Pavilion and allow him to scrap them. MOTION CARRIED.

#### **PERSONAL APPEARANCES:**

1. Bill Ernat: Eastern Michigan Council of Governments (EMCOG) 5-Year Plan.

Bill stated that he wanted the Board to Come up with an Action Plan and Identify Projects to be done. Approximately 3-15. Need Goals and objectives for the Master Plan. Then need to set Public Hearing. Prefers Board to do a survey and get information.

2. Jason Fuller: Festival question/use of Park.

Jason was not here. Tara stated that Jason was requesting use of Park for Travco/Explorer Motor homes to Park inside the Park. Board agreed that they is not enough space to accommodate that many motor homes, as there is to be approximately 6 there. Julie offered vacant property on Buby Street for the motor homes to camp on.

**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. Fences installed. Both permanent and temporary.
  - \*\*12x16 shed placed waiting on Neil Kohler/weather/dry ground to move/before Festival in June.
2. Driveways and Parking Lots: Burgess. Parking lot gravel. Ross stated that Jeff Liebler called him and stated that Tri-County Bank, Jeff Liebler and Steve Koher donated a train load of gravel each for a total of 3 loads. Alexander trucking to donate trucking to get the gravel to the park. Todd from Astec Asphalt is requesting \$800.00 to \$1,000.00 to grade the road with new gravel. DPW graded today and it looks amazing. Board told Ross to have the gravel hauled in and have Mike from DPW to advise where to unload. Huge Thank You to Jeff and all donors for this. Ready and waiting for location.
  - \*\*Parking lots and driveway gravel-
  - \*\*Field 4 and 5 Parking lot-tabled
3. Playground equipment, Courts and Trails: (assign) Swing to be repaired by DPW.
4. Building maintenance: Tara Owens
  - \*\*Brick Bathrooms-closed until rented
  - \*\*North Pavilion-open. Doors locked open by Kyle Harris.
  - \*\*South Pavilion-Closed until rented. June 7 through 14 Festival using.
  - \*\*Cade Rd Pavilion-Continued work. Rough plumbing and electrical done. Next is insulation, drywall and RFP Board on walls and ceiling. Need funding. Looking for grants. Need fundraising.
  - \*\*Porta-lets-Delivered and Set up on April 15, 2026.
5. Events and Entertainment: (assign)
  - \*\*Sesquicentennial Celebration June 7-14, 2026.
6. Park and Recreation grants/Fundraising: None.
7. City Manager: Kyle Harris:
  - A. 6 new speed limit signs being ordered. Swing, DPW fixing. Stated need new Electric in Park. Approximate Cost is \$30K to \$50K. Stated Cameras are up and running again. Old Monitor in

concession stand was turned back on and was overloading/over heating the power strips, and it was unplugged. Discussion on needing additional cameras and costs. TBD. Kyle applying for SCCF grant to help with camera costs.

#### **NEW BUSINESS:**

1. Camera's and Internet now up and running.

#### **REPORTS AND RECOMMENDATIONS:**

1. **NEXT REGULAR MEETING:** June 23, 2026 AT 7:00PM.
2. **NEXT WORKING MEETING:** May 30 and June 6. Festival will be working on cleaning and beautification of the Park. Come and Join please.

#### **PUBLIC QUESTIONS AND COMMENTS: NONE**

#### **ADJOURNMENT:**

**MOTION BY** Ross McIvor **SECOND BY** Roger Burgess to adjourn meeting at 8:09PM. **MOTION CARRIED.**

RESPECTFULLY SUBMITTED,

Julie Miller