

MINUTES FOR THE
BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING
TUESDAY APRIL 28, 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, Roger Burgess. Ross Mclvor, Paul Farmer arrived at 6:18PM.

QUORUM PRESENT: YES. 5 out of 7 members present. (Need two new member)

ABSENT: City Manager Kyle Harris.

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

Meeting called to order at 7:07PM by Chair Tara Owens.

CORRECTION AND APPROVAL OF MINUTES:

1. **REGULAR MEETING: MOTION BY** Roger Burgess **SECOND BY** Ross Mclvor to approve the minutes from March 24, 2026 as written. **MOTION CARRIED.**
2. **WORKING MEETING: NONE**

TREASURER REPORT:

CURRENT BALANCE: Checking-\$34,024.63 MI CLASS checking-\$10,608.17 with YTD interest of \$608.17, MI CLASS Savings/Pool Pavilion\$5,626.97 with YTD interest of \$264.93, MI CLASS Fitness Court-\$5,589.67 with YTD interest of \$210.55. Grand Total all accounts \$55,849.44.

PAY BILLS: NONE This Month. Kyle stated that he went to main box and turned everything off.

UNFINISHED BUSINESS:

1. Fitness Court Project: Need estimates for fencing and resurfacing the tennis court.
2. Summer Rec Shed-waiting on weather
3. Damaged Picnic Tables: Tables at school being worked on. DPW or Ross Mclvor to deliver to Park.
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.
5. Repairs per inspection. Tara requested budget set for paint for planters, flowers and mulch for north entrance and planters.

MOTION BY Ross Mclvor **SECOND BY** Angel Kreiner to set budget at \$500.00 for paint, flowers and mulch for park. **MOTION CARRIED.**

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. Fencing company hired. Will be installed soon.
 - **12x16 shed to be placed waiting on Neil Kohler/weather/dry ground.
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.
 - **Parking lots and driveway gravel-tabled
 - **Field 4 and 5 Parking lot-tabled
3. Playground equipment, Courts and Trails: (assign)
4. Building maintenance: Tara Owens
 - **Brick Bathrooms-closed until rented
 - **North Pavilion-someone unlocked/person unknown and took locks.

MOTION BY Angel Kreiner **SECOND BY** Tara Owens to purchase all new locks for doors and padlocks for all areas needed with matching keys and to have 4 sets made. **MOTION CARRIED.**

- **South Pavilion-discussed rentals and cleaning schedules. Each member took a booking date to clean and check pavilion.
 - **Cade Rd Pavilion-Continued work.
 - **Porta-lets-Delivered and Set up on April 15, 2026.
5. Events and Entertainment: (assign)
 - **Sesquicentennial Celebration June 7-14, 2026.
 - **Easter Egg Hunt Saturday April 4, 2026. 11am to 2:30PM. Went well. Festival donated the cost for the tents to allow shelter for event.
 - ***Tara stated that she was asked if an Ice Cream Truck would be allowed in park during Summer Recreation. Neil Kohler told him no and Tara stated that it is a public park, but didn't say yes or no.
 6. Park and Recreation grants/Fundraising: None.
 7. City Manager: Kyle Harris:
 - A. Insurance. Kyle stated that the City changed Insurance companies and Park Portion will probably increase.
 - B. Bill Ernat at EMCOG Working on 5 year plan for park with funds left over.
 - C. Steve Kohler reached out. He is currently storing fitness equipment and needs the space now where it is stored. Possibly store outside at DPW with a tarp.
 - D. Electric at Pool Pavilion needs to be restored to have cameras on line. Julie called Alex and he stated in was out of town and would get to ASAP.
 - E. Tractor pull requested use of Fire hydrant. Much discussion. If association wants to pay the DPW to stay and manage the line, might be a possibility. General consensus was to have them bring in their own water.

NEW BUSINESS: RFP for Lawn Maintenance. Mayor read all bids.

1. Scott's Lawn Maintenance was approved by city council to mow park. As of today, has not yet been mowed.

REPORTS AND RECOMMENDATIONS:

1. **NEXT REGULAR MEETING:** April 28, 2026 AT 7:00PM.
2. **NEXT WORKING MEETING:** None scheduled.

PUBLIC QUESTIONS AND COMMENTS:

Ross asked when gravel was to be delivered. Consensus of Board is ASAP.

ADJOURMENT:

MOTION BY Tara Owens **SECOND BY** Angel Kreiner to adjourn meeting at 8:39PM. **MOTION CARRIED.**

RESPECTFULLY SUBMITTED,

Julie Miller