



# Proceedings



of the

## **BROWN CITY PARK AND RECREATION BOARD MEETING WEDNESDAY, AUGUST 24, 2021**

AT THE BROWN CITY COMMUNITY ROOM, 4205 MAIN STREET [810-346-2325]

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**Present: Chairman Ron Marion, Boardmembers: Christine Lee, Tara Owens, Louis Martus - Burnside TWP Representative, Rick Mitchell - Maple Valley Supervisor alternate representative, and Matthew Taepke -Summer Recreation Representative.**

**Absent: Boardmembers Sean Hagey and Thomas Zyrowski.**

**Guests: Mayor Julie Miller, City Manager Clinton Holmes, City Clerk Rhonda Johnson, Chairwoman Jamie Bird – Festival Commission, Kevin B. Miller, Missy Bennett, Cindy Kreiger, Ron Campbell, and Jim Siegler.**

**Meeting called to order by Chairman Ron Marion at 7:02 p.m.**

### **Correction and Approval of Minutes:**

**Motion to approve the minutes of July 20,2021 as written by Chris Lee, second by Tara Owens. Motion Carried.**

### **Pay Bills:**

**Motion by Rick Mitchell, second by Louis Martus, to recommend that the city pay bills from the following Park Fund: \$3,760.31 (2908 – 2912). Motion Carried.**

**UNFINISHED BUSINESS: None.**

**PUBLIC HEARING: None.**

### **PUBLIC QUESTIONS AND COMMENTS:**

1. Jamie Bird asked permission to use the park for a Festival Commission Chili Cook-Off and Spooky Trail fund raising event on October 23.

**Motion by Louis Martus, second by Chris Lee, to make the park available at 8 a.m. to 9 p.m. on October 23, 2021, with a rain date of October 30. Motion Carried.**

2. Missy Bennett and Cindy Kreiger requested use of the park by Brown City Community Market and More on Sundays from 11 a.m. to 3 p.m. for an open air market fundraising events. They presented donations of \$90 and \$95 to the Park.

**Motion by Chris Lee, second by Tara Owens, to approve use of the park, north pavilion, and concession stand at no charge by Brown City Community Market and More for the remainder of 2021. Motion Carried.**

### **REPORTS AND RECOMMENDATIONS:**

1. **Park Maintenance Priorities:**

A. Replace locks. Discussion of locks to change and of key possession policy.

**Motion by Tara Owens, second by Louis Martus, to change locks on the gates and pavilions. Motion Carried.**

- B. Security Cameras: Discussion of getting security cameras set up and working and of continued efforts to get quotes for WiFi providers.  
Motion by Louis Martus, second by Rick Mitchell, to keep park gates open.  
Motion Carried.
- C. Dumpster and Garbage:  
Discussion of setting policy for garbage and dumpster use.
- D. Pavilion rental contract/booking procedures update:  
Discussion of park property included with rentals. Discussion of need to review pavilion rental contract.
- E. Discussion of issues identified during the July 26<sup>th</sup> Park walk-through.
- F. Need to establish subcommittees and set responsibilities. Discussion of Emergency Committee's need to have authorized use of the city account at Ben's.

**Motion by Chris Lee, second by Tara Owens, to authorize Louis Martus, Ron Marion, and Matt Taepke use of the city's Ben's account. Motion Carried.**

- G. Park and Recreation Plan:  
Discussion of the need for a plan in order to apply for grants. Discussion of appreciation for Sean Hagey's draft and need for a committee to continue to develop a plan.

2. **Current Balance:** \$31,775.04 – includes \$3,200 in donations belonging to the Park Board of Directors. (\$7,172.78 checking; \$21,402.26 operating.)

3. **Next regular meeting: September 28, 2021.**

**PETITIONS AND COMMUNICATIONS:** None.

**NEW BUSINESS:**

Request that Burnside and Maple Valley Townships receive the same agenda mailing as their representatives; also that Ron Campbell, Chairman of the BC Park Board of Directors also receive the agenda mailing.

Discussion of need to communicate with Hogtown about future events and to express appreciation for their \$500 donation to the park.

**PUBLIC QUESTIONS AND COMMENTS:**

Mayor expressed appreciation to Matt Taepke for offering to have signs made for ball field numbers.

Discussion of horseshoe lending library.

**ADJOURN:**

**Motion by Chris Lee, second by Matt Taepke, to adjourn at 8:58 p.m.**

**Motion Carried.**

**Respectfully submitted,**

**Rhonda Johnson  
City Clerk**