



Proceedings



of the BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING FEBRUARY 22, 2022

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

Present: Board Members: Tara Owens, Christine Lee, Louis Martus and Rick Mitchell.
Absent: Sean Hagey, Ron Marion, and Matthew Taepke,
Guests: City Manager Clinton Holmes, City Clerk Rhonda Johnson, Jamie Bird, Mayor Julie Miller, Tyler Kohler and Ted Orr.

Meeting called to order by Vice Chairperson Christine Lee at 7:04 p.m.

APPROVAL OF MINUTES:

1. Regular Meeting January 25, 2022:

Motion by Louis Martus, Second by Rick Mitchell, to Approve Minutes of Regular Meeting on January 25, 2022. Motion Carried.

PAY BILLS: None Submitted.

UNFINISHED BUSINESS:

1. **Security cameras / Wifi availability:**

Presentation by Tyler Kohler and Ted Orr of Northern Broadband of their wifi project.

2. **Pavilion rental contract / booking procedures:**

1. Presentation of draft forms for rental and park use. Discussion of changes to forms to include provisions for exclusive use of the park requiring a vote by the board.

Motion by Louis Martus, Second by Rick Mitchell, to accept forms with changes discussed. Motion Carried.

2. Discussion of waiting on two local contractors to submit bids for pavilion repairs
3. Discussion of bid for removal and prevention of bees.

Motion by Tara Owens, Second by Rick Mitchell, to accept bid of \$325 for removal and prevention of bees. Motion Carried.

3. **Hog Town Inc. Waiver:** Table of status of waiver.
4. **Park and Recreation Plan:** Discussion of submittal process. Consensus of board to submit plan.
5. **Creating policy and procedures for communication between Brown City Park and Recreation Board and all groups using the park:** Included in forms for rental and park use.

PUBLIC QUESTIONS AND COMMENTS: Jamie Bird provided Festival Committee update.

PETITIONS AND COMMUNICATIONS:

1. Jamie Bird requested use of the park on June 12 for Brown City Festival. She said she was not requesting exclusive use of the park for this event.

Motion by Tara Owens, Second by Louis Martus, to approve Festival Committee request to use the Park on June 12. Motion Carried.

PUBLIC HEARING: None.

COMMITTEE REPORTS:

1. **Trails (Mitchell):** Nothing.
2. **Concession, Batting Cages, Bathrooms and Porta-Lets (Taepke):** Absent.

3. **Driveways & Parking Lots (Martus):** Gravel will be leveled in the spring.
4. **Playground Equipment and Courts (Hagey):** Absent.
5. **Building Maintenance Committee (Owens / Martus):** Cap on a vent needs to be added to the bids.
6. **Events & Entertainment (Lee):** Discussion of Festival using the park.
7. **Utilities (Marion):** Absent.
8. **Park & Recreation Grants (Hagey):** Absent.

REPORTS AND RECOMMENDATIONS:

1. Current balance: \$35,856.92 – (\$32,656.92 checking (includes \$3,200 in donations belonging to Park Board of Directors); \$5,840.21 operating.)
2. Next regular meeting: March 22, 2022,

NEW BUSINESS:

1. Discussion of contacting Little League for their calendar.
2. Easter Egg Hunt April 16.
3. Discussion of Board of Directors legal obligation to spend donation money as stipulated to donors and to meet at a minimum of once a year.

PUBLIC QUESTIONS AND COMMENTS:

1. Discussion of discrepancies between the number of chairs and tables inventoried in 2021 and the number on record as purchased.

ADJOURN:

Motion by Tara Owens, Second by Louis Martus, to Adjourn at 8:36 p.m.

Motion Carried.

Respectfully submitted,

Rhonda Johnson
City Clerk