



Proceedings



of the **BROWN CITY PARK AND RECREATION BOARD REGULAR MEETING DECEMBER 21, 2021**

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

Present: Board Members: Tara Owens, Sean Hagey, Ron Marion, Matthew Taepke, Christine Lee, Louis Martus and Rick Mitchell.

Absent: None.

Guests: City Manager Clinton Holmes, City Clerk Rhonda Johnson, Robin L. Blakeney, Mayor Julie Miller, Stacy Biel, and Joe Biel.

Oath of Office administered by City Clerk for Brown City Park and Recreation Board Chairman, Ron Marion.

Meeting called to order by Chairman Ron Marion at 7:01 p.m.

APPROVAL OF MINUTES:

1. Regular Meeting November 16, 2021:
Motion by Sean Hagey, Second by Tara Owens, to Approve Minutes of Regular Meeting on November 16, 2021. Motion Carried.

PAY BILLS:

Motion by Christine Lee, Second by Sean Hagey, to pay bills from 11-16-2021 – 12-21-2021 as Follows: Brown City Park & Recreation Board: \$109.25 (2923 – 2924).

Motion Carried.

Motion by Matt Tempke, Second by Sean Hagey, to pay ReLeaf Tree Service \$1000 for trimming 147 trees in the park.

Motion Carried.

UNFINISHED BUSINESS:

1. **Locks:**
Discussion of quantity and location of locks.
2. **Security cameras / Wi-Fi availability:**
Discussion of the slow progress of **Wi-Fi** availability. Discussion of security cameras.
3. **Opening/closing policy/procedure/persons responsible:**
 - a. Discussion of winterizing procedures, schedule, and DPW needing keys to complete winterizing.
 - b. Discussion of leaving the park open for the resident use.
 - c. Discussion of leaving the park gates open for gravel donation delivery.
 - d. The Park and Recreation Board expressed appreciation to Rob Wilson of Mid-Michigan Materials of Jeddo, Michigan for donation of 500 tons of gravel and to Rick Kidd – Edward C. Levy of Wixom, Michigan for hauling 11 loads of gravel to the park.
 - e. Discussion of damage done in the park. Report by Officer Dylan of an apprehension and charges brought of \$700 of malicious destruction of property. Board expressed appreciation to Brown City Police Department.
 - f. Consensus of the Board to leave the park gates open for resident winter use with discussion of locking the gates should more vandalism occur.
 - g. Appreciation expressed to Brown City Schools National Honor Society for putting picnic tables away for the winter.

4. Pavilion rental contract / booking procedures:

1. Tabled contract revision until a decision is made about the West (Pool) Pavilion renovation, and Hog Town waiver.
2. Consensus of Board to keep fees the same for available pavilion rentals.
3. No reservations will be taken for the West (Pool) Pavilion until renovations have been completed.

5. Park and Recreation Plan:

Discussion of sections of DNR template completed and edited.

Discussion of submitting the plan to all parties for 60-day comment period, then scheduling a Public Hearing.

PUBLIC QUESTIONS AND COMMENTS: None.

REPORTS AND RECOMMENDATIONS:

1. Current balance: \$23,236.33 – (\$17,385.68 checking (includes \$3,200 in donations belonging to Park Board of Directors); \$5,850.65 operating.)
2. Next regular meeting: January 25, 2022,

PETITIONS AND COMMUNICATIONS: None.

NEW BUSINESS:

1. Discussion of soccer nets needing to get put away.
2. Discussion of creating policy and procedure for communication between Brown City Park and Recreation Board and all groups using the park.

PUBLIC QUESTIONS AND COMMENTS: None.

ADJOURN:

Motion by Christine Lee, Second by Sean Hagey, to Adjourn at 7:58 p.m.

Motion Carried.

Respectfully submitted,

Rhonda Johnson
City Clerk