

KEEGO HARBOR PARKS AND RECREATION COMMISSION

Virtual Meeting via Zoom

7:00 P.M. September 9, 2020 MEETING MINUTES

CALL TO ORDER: Chairperson Angelica Arens called the meeting to order at 6:59 PM.

Present: Chairperson Angelica Arens, Vic-Chair Kirsten Sonnevile-Douglass, Treasurer Leslie Clark, Commissioners Amanda Breen, Paul Daelemans, Lori Gilman, Daniel Harrington

Absent: Secretary Robin LaFrance

Alternates Present: None; **Absent:** Jan Hager

Staff Present: City Clerk Tammy Neeb

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY:

Paul Daelemans brought up the Scarecrow Contest which we had previously decided to hold, and which he will chair. Consensus: No theme, just whatever people want; People will send pictures of their entries to keegoparks@gmail.com for posting on the P&R FB page; public voting on FB will decide the winners; promotion will begin soon, re-using previous materials and branding; promotion will run through October; votes will be tallied perhaps Nov 1 and prizes awarded. The nature of the prizes will be vague until we see what kind of response we get. We can decide the prizes at the October meeting. Leslie Clark will work with Paul on the promotion and rules.

Motion by Commissioner Daelemans, seconded by Commissioner Harrington, to excuse Secretary LaFrance

Roll-Call: Arens Y; Sonnevile-Douglass Y; Clark Y; Breen Y; Daelemans Y; Gilman Y; Harrington Y. **Motion Carried**

APPROVAL OF MINUTES:

The minutes of the 8/12/2020 Parks & Recreation Commission meeting were reviewed. Corrections were noted:

New Business 1. "budget of \$750.00 for the purchase of 7 \$50.00 gift cards" add \$ signs for clarity.

Correct the spelling of Kirsten's name in two places in that paragraph.

Motion by Treasurer Leslie Clark seconded by vice-Chair Kirsten Sonnevile-Douglass to approve the minutes as amended.

Roll-Call: Arens Y; Sonnevile-Douglass Y; Clark Y; Breen Y; Daelemans Y; Gilman Y; Harrington Y. **Motion Carried**

REGULAR AGENDA:

Old Business:

1. Taste of Keego 2.0

Event Chair Sonnevile-Douglass reported that, while visits to all of the restaurants in town showed an initial high level of interest, an organizational Zoom meeting was poorly attended. Feedback via Gino suggests restaurants are not ready to offer any discounts and would prefer to wait until they are allowed to run at full capacity. The event is shelved for now.

2. 5-Year Recreation Master Plan

Treasurer Clark presented a draft of 7 broad goals, and solicited feedback on those or others, and also on how to poll the public on the relative importance of those goals to them. A virtual public meeting is not likely to be well attended, and the required public noticing is complex in these times. The consensus is that we should use two methods of outreach: a fillable form presented through the city website using the alert system, directing results via email to keegoparks@gmail.com; and a SurveyMonkey or Google-Forms query shared via social media. The two methods will be announced ahead of time. City Manager Neeb thinks our survey should be reviewed by Council, perhaps at a study session. Vice-Chair Kirsten Sonnevile-Douglass will help with the social media next week; and Commissioner Lori Gilman will help with the city website.

3. Spring-Rider Update

Commissioner Lori Gilman reported that the order was placed on Monday August 24, 2020 with Snider Recreation. Their estimate is late September installation, but will try to bundle it with an earlier order in our area. It is not known whether

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the installation price included removal and disposal of the old equipment. Lori Gilman will ask. If it is not, we will want to add it, or else ask DPW to remove it; it should have some scrap value but should not be reused.

New Business

1. Financials

Treasurer Clark reviewed the new format for the budget report, made in consultation with city Treasurer Denise Hanley to better reflect the relationship between expense and revenue accounts. The status of our 'Taste of Keego' money is still unclear. For now, it is classified as a liability account, meaning it is not available for General Fund use, but how we are to spend it is not clear. Ms. Hanley is researching that with our auditor.

Motion by Chairperson Arens, seconded by Commissioner Breen to approve the financial report from July 2020.

Roll-Call: Arens Y; Sonnevile-Douglass Y; Clark Y; Breen Y; Daelemans Y; Gilman Y; Harrington Y. **Motion Carried**

2. Wetland at Fran Leaf Park

Treasurer Clark reported that Council Member Fletcher asked for some prices for consultants to advise us on the best practices for managing our .5-acre wetland on the north side of the park, and give an opinion on its best use. Leslie has obtained three responses and the subject is on the agenda for the September Study Session next Tuesday. It is hoped that this consultation will happen this fall, with a presentation to council.

3. Halloween Donations to Roosevelt Elementary discussion

Vice-Chair Kirsten Sonnevile-Douglass reported that there will not be a Halloween Parade this year. Halloween is a low priority for the school at this time. There are 295 children attending Roosevelt in-person. There is also the online-only Laker Academy, with 650 elementary-aged students. This covers a wider area than Roosevelt did, so finding our usual complement of students is not feasible. Kirsten suggests gift certificates to Dunkin' Donuts / Baskin Robins, where there is a drive-through. They could be printed up on postcards and distributed through teachers to kids in the classrooms. The usual budget of \$300 would cover a \$1 card for each student. This will be reviewed at the October P&R meeting which will give time to execute before Halloween.

4. DTE Tree Grant

Treasurer Clark reported that we have been awarded \$2400 for a \$4800 project to plant 19 trees on city property. The planned trees, costs, and locations were reviewed. DPW time to plant is estimated at 39 hours and is part of the match. We need about \$900 cash to complete the purchase and match. Public donations will be solicited, but there is a backup donor. Since the purchase price \$3000 is above the City Manager signing limit, this will need to go to council. Tammy will put it on the October agenda. If that makes it too late to find and purchase all of the trees this fall, we will purchase the balance in the spring. The grant must be completed by May 31, 2021. It is a reimbursement grant.

ADJOURNMENT:

Motion by Commissioner Harrington, seconded by Chairperson Arens to adjourn at 8:15PM, Motion Carried



Angelica Arens, Chairperson



Leslie Clark subbing for Robin LaFrance, Recording Secretary