

KEEGO HARBOR PARKS AND RECREATION COMMISSION VIRTUAL MEETING
KEEGO HARBOR CITY HALL
7:00 P.M. November 18, 2020 MEETING MINUTES

CALL TO ORDER: Chairperson Angelica Arens called the meeting to order at 7:01 PM.

Present: Chairperson Angelica Arens, Vice-Chair Kirsten Sonnevile-Douglass, Treasurer Leslie Clark, Commissioners Amanda Breen, Paul Daelemans, Dan Harrington

Absent: Commissioners Lori Gilman, Secretary Robin LaFrance

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

Staff Present: Interim City Manager Tammy Neeb, Council Liaison Councilwoman-Elect Ashley Attisha

Motion by Commissioner Harrington seconded by Commissioner Daelemans to excuse Commissioners LaFrance and Gilman.

Roll Call Vote: Arens Y, Sonnevile-Douglass Y, Clark Y, Breen Y, Daelemans Y, Harrington Y **Motion Carried**

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY:

- Chairperson Arens asked with regard to the October Scarecrow Contest whether we needed council approval before announcing the winners on social media. Councilman Daelemans reported that he had purchased three \$25 gift certificates from Sage Green, the Butchery, and JBird. Consensus was to proceed with awarding and announcing.
- No other public comment or non-agenda items.

MINUTES:

The minutes of the October 14, 2020 Parks & Recreation Commission meeting were reviewed.

MOTION by Vice-Chair Sonnevile-Douglass, seconded by Commissioner Breen to approve the minutes of the 10/14/2020 Parks & Recreation Commission meeting

Roll Call Vote: Arens Y, Sonnevile-Douglass Y, Clark Y, Breen Y, Daelemans Y, Harrington Y **Motion Carried**

FINANCES:

The budget report for November 2020 was reviewed with a balance of \$10,742.58 and outstanding expenses of \$675.

MOTION by Chairperson Arens, seconded by Commissioner Harrington to approve the budget for November 2020.

Roll Call Vote: Arens Y, Sonnevile-Douglass Y, Clark Y, Breen Y, Daelemans Y, Harrington Y **Motion Carried**

REGULAR AGENDA:

New Business:

1. Introduction of our new Council Liaison

Interim City Manager Neeb introduced Councilwoman-Elect Ashley Attisha who will be formally assigned as Parks & Rec liaison at the Thursday Nov 19, 2020 City Council meeting.

2. 2021 Parks & Rec Meeting Schedule

The meeting schedule for 2021 was reviewed. There are two holidays on Wednesdays in September. Our bylaws require only 9 meetings per year.

MOTION by Vice-Chair Sonnevile-Douglass, seconded by Treasurer Clark to cancel the September 2021 meeting.

Roll Call Vote: Arens Y, Sonnevile-Douglass Y, Clark Y, Breen Y, Daelemans Y, Harrington Y **Motion Carried**

3. 2021 Activities/Projects/Budget Discussion

There is some new uncertainty about the approval process required for planning, executing, and spending for Parks & Rec activities, events, and functions. December Parks & Rec meetings have often included the generation a list of potential activities, events, and functions for the following year, with an eye to filling in the area social calendar. To get clarification and promote nimbleness, this list of potential activities, events, and functions for 2021 will be submitted to

Interim City Manager Neeb for submission to the City Council for prompt review and pre-approval. They can then point out any issues that we will need to incorporate into our plans, and spell out procedures required going forward.

4. SE Michigan Resilience Fund Grant / Fran Leaf Park Wetlands Discussion

Treasurer Clark presented an update on options available to us for the future development of the wetter parts of Fran Leaf Park. We are awaiting a management plan that City Council has commissioned from PlantWise for the wetland mapped by HRC on the north side of the park. The Resilience Fund grants are for large projects with the goals of managing stormwater, habitat restoration, and recreation with nature. We have several needs in Fran Leaf with a variety of small funding sources such as TIFA, CRWC, and CDBG that could be incorporated into such a project to provide: wetland restoration, conservation easement on adjacent private property, parking lot flooding, Brock street flooding, sidewalk flooding, a kayak launch, a wetland walkway, canal shoreline stabilization, and interpretive signage. Treasurer Clark suggested this may mean delaying some small projects so they can be addressed by a larger grant project. The writeup on this was distributed to the Commissioners.

5. NON-AGENDA ITEM: Holiday Tree Lighting

The alternative to the usual tree lighting party was discussed. The consensus is that we will light the tree in a Facebook Live event on 12/4/2020 7PM. Since we have so many lights usually used in the DPW, we will work with the DPW to do more lighting in Rose Sortor Park for the enjoyment of families. The usual Holiday Decorating awards will be expanded, and decorating at houses and businesses will be encouraged as a means of mutual support during the pandemic. Rather than the usual award signs, we will acquire and place a LOT of smaller signs to encourage all efforts. A subcommittee chaired by Vice-Chair Sonnevile-Douglass includes Chairperson Arens and Commissioner Daelemans. Treasurer Clark will look into the options for the signs.

MOTION by Commissioner Harrington, seconded by Vice-Chair Sonnevile-Douglass to spend up to \$100 for small signs.

Roll Call Vote: Arens Y, Sonnevile-Douglass Y, Clark Y, Breen Y, Daelemans Y, Harrington Y **Motion Carried**

Old Business:

6. Halloween Recap

Vice-Chair Sonnevile-Douglass reported on the virtual Halloween party alternative, gift card for donuts at Dunkin. The budgeted \$600 was spent, and the gesture was well-received by both the in-person students at Roosevelt, who were given coupon-cards, and the online students at Laker Online Academy who received digital gift cards.

The winners for the Scarecrow contest, which had only three participants, will be notified by Chairperson Arens who will get their addresses, forward them to Commissioner Daelemans who will deliver the prizes.

ADJOURNMENT:

Angelica Arens, Chairperson

Leslie Clark for Robin LaFrance, Recording Secretary