

KEEGO HARBOR PARKS AND RECREATION COMMISSION

7:00 P.M. Wednesday, June 11, 2025, MEETING MINUTES
2025 Beechmont
Keego Harbor, MI 48320

CALL TO ORDER: Chairperson Kirsten Sonnevile-Douglass called the meeting to order at 7:01 PM

Present: Chairperson Kirsten Sonnevile-Douglass, Vice-Chairperson Paul Daelemans, Secretary Kathleen Sexton, Treasurer Leslie Clark, Commissioners: Dan Harrington, Robin LaFrance, Julie O'Brien.

Absent: Amy Drain

Alternates Present: None

Staff Present: City Manager Tammy Neeb, Council Member Ronnie Dahl (arrived at 7:06 PM)

EXCUSAL OF ABSENT BOARD MEMBERS

Motion by: Chairperson Kirsten Sonnevile-Douglass, supported by Commissioner Dan Harrington, to excuse Amy Drain from the meeting.

Ayes: Unanimous

Nays: None

Motion Carried

PUBLIC COMMENTS NON-AGENDA ITEMS ONLY:

Keego Harbor Parks and Recreation welcome public comments limited to three (3) minutes, on items that do not appear on the printed agenda. In Accordance with its Meeting Conduct Rules, Parks and Recreation will take no action on or discuss any item not appearing on the posted agenda. Exceptions may be made at the discretion of the chair. The public can speak to agenda items as they occur when the presiding officer opens the floor to the public. When recognized by the presiding officer, please unmute your microphone, state your name for the record, and direct all comments or questions to the presiding officer.

Tammy Neeb announced that the City Council will be discussing the possibility of using millings from road repaving project on Beechmont to start a parking lot at Baxter Morgan Park.

Leslie discussed that at the TIFA meeting there was enthusiasm about revitalizing and using the recreational space that has access to Dollar Lake.

Kirsten announced that the dog waste stations have been installed; thank you to Doug Waldon for his efforts in installation. Two at Rose Sortor, three pocket parks in the TIFA district, and the two swim sites.

APPROVAL OF AGENDA

Motion by: Commissioner Julie O'Brien, supported by Chairperson Kirsten Sonnevile-Douglass, to approve the agenda with the addition of bike rack quotes under new business.

Ayes: Unanimous

Nays: None

Motion Carried

APPROVAL OF MINUTES

Motion by: Treasurer Leslie Clark, supported by Commissioner Paul Daelemans, to approve the May 14, 2025, meeting minutes with the change regarding the street sweeping service under Memorial Day Parade.

Ayes: Unanimous **Nays:** None

Motion Carried

REVIEW AND APPROVAL OF REVENUE AND EXPENDITURE REPORT:

We have more money left than last month because we made money on the Memorial Day Parade.

Resolution by: Chairperson Kirsten Sonnevile-Douglass, supported by Commissioner Dan Harrington, to approve the revenue and expenditure report dated June 3, 2025, as written.

Roll Call: Chairperson Kirsten Sonnevile-Douglass Y, Vice Chairperson Paul Daelemans Y, Secretary Kathleen Sexton Y, Treasurer Leslie Clark Y, Commissioners: Dan Harrington Y, Robin LaFrance Y, Julie O'Brien Y

Ayes: Unanimous **Nays:** None

Resolution Carried

NEW BUSINESS:

Parks and Rec Newsletter: Quarterly electronic newsletter, put together by Amy Drain. Park spotlight for Tate-Optimist Park. Newsletter will need to go to the council for approval and then be sent out to residents.

Beautification Awards: Received two nominations already, Katie will send out an email to provide instructions and nominations. Put signs out by Sunday June 15. Ronnie will do the businesses (3 total). Robin will take Area 1. dahl@keegoaharbor.org . Kirsten is scheduling the social media posts. Leslie brought signs to City Hall, take 2 signs home.

Bike Rack Quotes: Home Depot is the cheapest, but they do not list any specifications on the website and loops are galvanized, not powder coated or stainless steel like other companies. Barco Products had powder coated loops with 11-gauge metal and it's approximately \$80 more per unit. Quote for two, 3 loop racks for the beach and two, 5 loop racks for Fran Leaf and Baxter Morgan. The cost is approximately \$1,500 for four bike racks plus freight, and eight footings. Will need to go to the City Council for approval.

Resolution by: Leslie Clark, supported by Robin LaFrance, to approve the expenditure of up to \$2,600 from the Community Events Donation for the purchase of four bike racks, plus freight and footings.

Roll Call: Chairperson Kirsten Sonnevile-Douglass Y, Vice Chairperson Paul Daelemans Y, Secretary Kathleen Sexton Y, Treasurer Leslie Clark Y, Commissioners: Dan Harrington Y, Robin LaFrance Y, Julie O'Brien Y

Ayes: Unanimous **Nays:** None

Resolution Carried

OLD BUSINESS:

Memorial Day Parade Recap: Beautiful Day, busing went smoothly. Thank you to Parks and Rec and council that participated, as well as other volunteers. Thank you to DPW and City staff, as well as police department. Thank you to the WBHS band and parade participants. Thank you to Magnolia on the Lakes for letting us use their parking lot, thanks to Blooming Brains for supporting the bike decorating, and to Team Keego for their support. Thank you to the street sweeping vendor for doing a good job.

Resolution by: Leslie Clark, supported by Paul Daelemans, to approve the expenditure of up to \$50 from the Supplies account to purchase 12x18' American flags to put in Veteran's Memorial Park and the three pocket parks. Next year save the date for May 25, 2026.

Roll Call: Chairperson Kirsten Sonneville-Douglass Y, Vice Chairperson Paul Daelemans Y, Secretary Kathleen Sexton Y, Treasurer Leslie Clark Y, Commissioners: Dan Harrington Y, Robin LaFrance Y, Julie O'Brien Y

Ayes: Unanimous

Nays: None

Resolution Carried

Keego Kconnect:

- Disc Golf – Paul has built the structural sign for the park; it needs to be painted. Paul will drop it off at the DPW. Leslie will work on painting. Need to order a sign to place in the build; Kirsten and Julie will work on quotes for a printed sign.
- Community Bike Ride – Katie has a broken elbow so is recruiting volunteers to support the ride. Katie will still be there to do the pre talk to explain the ground rules, like communication, how to cross major roads and intersections, when to go single file so we don't block the entire trail, and to go much slower than you expect you'll need to. Food donations didn't come through so I would like to spend \$50 on water, clementines, and granola bars. Currently 10 people RSVP'd as going and 66 interested on Facebook. Katie made a couple social media posts. Katie will arrive around 11 AM to set up ahead of the event. Ask Tammy to print the waivers, Kirsten will grab, Katie will send to Tammy.

Resolution by: Secretary Katie Sexton, supported by Chairperson Kisten Sonneville-Douglass, to approve the expenditure of up to \$60 out of the Community Events and Donations budget for snacks and water for the bike ride.

Roll Call: Chairperson Kirsten Sonneville-Douglass Y, Vice Chairperson Paul Daelemans Y, Secretary Kathleen Sexton Y, Treasurer Leslie Clark Y, Commissioners: Dan Harrington Y, Robin LaFrance Y, Julie O'Brien Y

- Story Time – third Friday of June, July, and August, 10:30 AM at Fran Leak Park with the WB Public Library
- Astronomy Night – booked for July 11 at 8:30 PM at Rose Sortor Park

Keego Block Parties: Wetzel Pretzels for this June. Everything is all set. We need to buy more raffle tickets. We need to put signs out: Julie, Paul, and Leslie, will put out signs. We will ask Jaky if she is available to help deploy signs.

Resolution by: Kirsten Sonneville-Douglass, supported by Julie O'Brien, to approve the expenditure of up to \$75 out of the Block Party Donations budget for raffle tickets.

Roll Call: Chairperson Kirsten Sonneville-Douglass Y, Vice Chairperson Paul Daelemans Y, Secretary Kathleen Sexton Y, Treasurer Leslie Clark Y, Commissioners: Dan Harrington Y, Robin LaFrance Y, Julie O'Brien Y

Thank you cards: Printed, Kirsten will make a list of who we are sending them to, we will sign at the next meeting.

Resolution by: Treasurer Leslie Clark, supported by Vice Chair Paul Daelemans, to ratify the \$86 expenditure out of the Supplies budget to purchase thank you cards.

Roll Call: Chairperson Kirsten Sonneville-Douglass Y, Vice Chairperson Paul Daelemans Y, Secretary Kathleen Sexton Y, Treasurer Leslie Clark Y, Commissioners: Dan Harrington Y, Robin LaFrance Y, Julie O'Brien Y

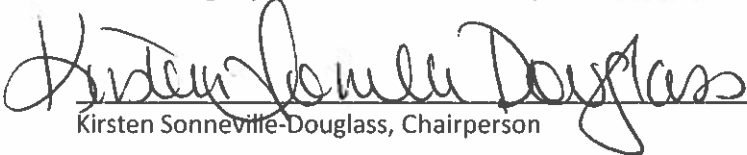
NEXT MEETING AGENDA ITEMS:

Discussing items to add to next month's agenda.

BOARD MEMBER COMMENTS:

ADJOURNMENT:

The meeting adjourned with a motion by Paul Daelemans at 8:23 PM.


Kirsten Sonneville-Douglass, Chairperson


Kathleen Sexton, Recording Secretary