

KEEGO HARBOR PARKS AND RECREATION COMMISSION

7:00 P.M. Wednesday, October 8, 2025, MEETING MINUTES  
2025 Beechmont  
Keego Harbor, MI 48320

**CALL TO ORDER:** Chairperson Kirsten Sonnevile-Douglass called the meeting to order at 7:00 PM

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

**Absent:** Dan Harrington

**Alternates Present:** None

**Staff Present:** City Manager Tammy Neeb, City Council Member Ronnie Dahl

**EXCUSAL OF ABSENT BOARD MEMBERS**

**Motion by:** Paul Daelemans, supported by Leslie Clark, to excuse Dan Harrington.

**Ayes:** Unanimous

**Nays:** None

**Motion Carried**

**PUBLIC COMMENTS NON-AGENDA ITEMS ONLY:**

Paul Daelemans said there is a branch down on the boulevard on Cass Lake Road south of the rock. Robin LaFrance reports a stop sign that is not readable at Pridham and Fordham. Tammy Neeb said it has been reported. Amy Drain noticed vandalism on one of the picnic tables at Baxter-Morgan Park. Leslie and Paul will address.

**APPROVAL OF AGENDA**

**Motion by:** Kirsten Sonnevile Douglass, supported by Robin LaFrance, to approve the agenda with the addition of the 2026 event date planning under new business.

**Ayes:** Unanimous

**Nays:** None

**Motion Carried**

**APPROVAL OF MINUTES**

**Motion by:** Leslie Clark, supported by Kirsten Sonnevile-Douglass, to approve the September 10, 2025, meeting minutes as written.

**Ayes:** Unanimous

**Nays:** None

**Motion Carried**

**REVIEW AND APPROVAL OF REVENUE AND EXPENDITURE REPORT:**

Committed but not yet paid: Total of \$1,100, \$100 for the bike event, \$300 for the Halloween Party, \$200 for the band at the HarBOO event, and \$500 for the tents. We have \$6,193 available until the end of the fiscal year.

**Resolution by:** Kirsten Sonnevile-Douglass, supported by Robin LaFrance, to approve the revenue and expenditure report dated October 7, 2025, as written.

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

**Ayes:** Unanimous      **Nays:** None

**Resolution Carried**

**NEW BUSINESS:**

**Event Planning**

Taste of Keego – January 26-to Feb 1

Egg Hunt is April 4

Canal Spring Cleanup is April 11

Community Garden Opening April 25

City Wide Garage Sale May 21-25

Memorial Day Parade is May 25

Spring Perennial Sale is June 6

Bike Ride is June 14

Block Parties ae June 19, July 17, and August 21

Bike Ride September 20

Fall Perennial Exchange is October 3

Keego HarBOO is October 24

Community Garden Closing October 31

Winter Wonderland is December 4

**Resolution by:** Leslie Clark, supported by Robin LaFrance, to include the calendar in the winter tax bill as well as a mailing for apartments, rentals, and business, not to exceed \$300 paid for out of the supplies budget.

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

**Ayes:** Unanimous      **Nays:** None

**Resolution Carried**

**OLD BUSINESS:**

**Fall Events:** Keego HarBOO is October 25<sup>th</sup> from 12 PM to 2 PM. So far we are up to nine participants for the trick or treat trail, including the library. We are still working on getting pumpkins. Tammy is going to reach out, we want to get about 100 pumpkins picked Friday the 24<sup>th</sup>. We have booked UV5 youth band. We have purchased the canopies, they are at City Hall. Julie is planning on getting canopies up in the park on Friday evening, weather dependent. Julie will be getting there Saturday at 8AM, volunteers can show up at 1045 AM. City Hall needs to be open from 11 AM to 3 PM. Julie did an interview with the Splash.

**Resolution by:** Kirsten Sonneville-Douglass, supported by Leslie Clark, to pay the band \$200 for the event paid out of the community events budget.

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

**Ayes:** Unanimous      **Nays:** None      **Resolution Carried**

**Winter Wonderland:** The event will take place on December 5, 2025, at 6 PM. Setup will take place on Sunday November 23<sup>rd</sup> at 12 PM and Sunday November 30<sup>th</sup> at 12 PM. We have money in the budget to spend on decorations and lights. Leslie bought new light timers, took an inventory of equipment, and made a list of what we need to purchase and work on ahead of time. Kirsten will do the food shopping and Leslie will reach out to Jackie to take on the Keego Land game and signs. Leslie would like to purchase or rent cambros and make our own hot cocoa. Kirsten will be the emcee and do the music. Amy and Katie will be hostesses and help with food setup and serving. Can use the new tents. Two shepherds hook with lanterns to light the food service area.

**Resolution by:** Kirsten Sonneville-Douglass, supported by Robin LaFrance, to order two 2.5 gal cambros from Webstraunt store not to exceed \$300 paid out of the Winter Wonderland budget.

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

**Ayes:** Unanimous      **Nays:** None      **Resolution Carried**

**Keego Konnect:**

- Disc Golf Event on September 20, 2025, Recap. About 29 people showed up, beautiful day, great time. Add disc golf sign to next month's agenda. Talked to Driftwood about doing an annual event.
- Community Bike Ride on September 21, 2025, Recap. – A success. About 18 people showed up. Plan on sending out a post-ride survey to participants who filled out a waiver. Will hand out lights at City Hall or the next event. Plan to do a spring and fall ride next year. Need purchase order from Leslie to submit for reimbursement.

**NEXT MEETING AGENDA ITEMS:**


Discussing items to add to next month's agenda.

**BOARD MEMBER COMMENTS:**

Robin mentioned the new bike racks look great. Tammy said we are working on funding a parking lot at Baxter-Morgan.

**ADJOURNMENT:**

The meeting adjourned with a motion by Paul Daelemans at 8:01 PM.

  
Kirsten Sonneville-Douglass, Chair

  
Kathleen Sexton, Recording Secretary

