

KEEGO HARBOR PARKS AND RECREATION COMMISSION MEETING

7:00 P.M. Wednesday, December 10, 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; Vice-Chair Paul Daelemans; Treasurer Leslie Clark, Commissioners Dan Harrington, Robin LaFrance (arrived 7:03), Amy Drain, Julie O'Brien
Absent: Secretary Kathleen Sexton
Alternates Present: None
Staff Present: DPW Foreman Doug Waldon

Motion by Chairperson Sonnevile-Douglass seconded by Commissioner Daelemans to excuse Secretary Sexton.
Ayes: Unanimous **Nays:** None **Motion Carried**

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY:

- Treasurer Clark updated the commission on the status of the fences at Sunset Park. She intends to recommend to staff and council that a guard rail be requested from RCOC. Foreman Waldon reported that previous requests have been denied.
- Treasurer Clark updated the commission on the plans of the TIFA board to solicit proposals for the landscaping of the new sidewalk connecting Cass Lake Rd and Fran Leaf Park for which she is developing specifications. Commissioner O'Brien agreed to lend her professional skills to that effort.

APPROVAL OF THE AGENDA:

Motion by Chairperson Sonnevile-Douglass seconded by Commissioner LaFrance to approve the printed agenda with the addition of 'Holiday Decorating Awards' as New Business and 'Newsletter Review' as Old Business.
Ayes: Unanimous **Nays:** None **Motion Carried**

MINUTES:

Motion by Chairperson Sonnevile-Douglass seconded by Commissioner O'Brien to approve the November 12, 2025 Parks & Recreation Meeting Minutes with typographical corrections on page 2:

Under Winter Wonderland, 'set side' not 'wet aside'

Under Resolution, 'with the funds coming' not 'withthe funds are coming'

Under Keego Konekt, 'will be doing a sound bath' should be a separate bullet item.

Ayes: Unanimous **Nays:** None **Motion Carried**

FINANCES:

Resolution by Chairperson Sonnevile-Douglass seconded by Commissioner LaFrance to approve the December 10, 2025 Parks & Recreation Revenue & Expenditure Report as presented.

Roll Call Vote: Chairperson Sonnevile-Douglass Y; Vice-Chair Daelemans Y; Treasurer Clark Y; Commissioner Drain Y; Commissioner Harrington Y; Commissioner LaFrance Y; Commissioner O'Brien Y **Resolution Carried**

NEW BUSINESS:

1. 2026 Parks & Recreation Commission Meeting Schedule

The list of regular 2nd Wednesday meeting dates was reviewed for conflicts. November 11, 2026 is Veterans Day.

Motion by Chairperson Sonnevile-Douglass seconded by Commissioner LaFrance to approve the proposed calendar with the stipulation that the November meeting be canceled, and necessary business be addressed in October.

Ayes: Unanimous **Nays:** None **Motion Carried**

DRAFT

2. 2026 Keego Konnect Schedule

Chairman Sonnevile-Douglass reported that discussions are still underway with the participants. More will be settled by the January meeting.

3. 2025 Holiday Decorating Awards

The stock of signs is quite low. We will use summer signs this season if necessary. Commissioner LaFrance will do an extra section as we are short a commissioner. Chairperson Sonnevile-Douglass will ask Councilmember Dahl if she still has some signs and them to award businesses. Commissioner O'Brien will begin designing a new sign unrelated to current or future city logos.

OLD BUSINESS

1. Fall Event Recap

This was a repeat from last month's agenda. No discussion.

2. P&R Newsletter

Commissioner Drain presented the winter edition of the newsletter for review, and it looks great. It needs pictures of the focus sites with snow but not holiday lights. Chairperson Sonnevile-Douglass will provide some. Coming events for the next six months will be included in each quarterly edition. With those updates, Commissioner Drain will forward it for City Manager & City Attorney review and publication on the new city website.

3. Winter Wonderland Event

All agreed the event went well and the park looks beautiful. The jingle created by Ed LaFrance for the event was played. The KeegoLand game was enjoyed by the children. The box for the spinners is posted too high. New privacy setting on Facebook disallow sharing of our posts but we can copy them to our own feeds and share from there. Commissioner LaFrance will investigate the settings. We need more volunteers for setup. Process improvements are being planned. The takedown is scheduled for the weekend of January 17th & 18th.

4. Disc Golf Sign

The timing of a parking lot and the sign was discussed. The consensus was: put the parking lot in the sign, but apply a 'Coming Soon' sticker. Commissioner O'Brien will design the sign in December. The frame is built and painted.

Board member comments: Chairperson thanked the commissioners for signing a load of thank you cards. If we need anyone thanked, let her know. Commissioner LaFrance reported that Commissioner O'Brien will be nominated for the Michigan Week award for her work on the Keego HarBoo event.

ADJOURNMENT: The meeting adjourned at 7:55PM


Kirsten Sonnevile-Douglass, Chairperson


Leslie Clark for Kathleen Sexton, Recording Secretary

Things to include on the January 2026 agenda:

New: Taste of Keego 2.0; OC RAPP grants; Signage (city); Memorial Day Parade permitting; Block Parties

Old: Disc Golf sign