

**City of Keego Harbor
Parks & Recreation Meeting Agenda
Wednesday, May 13, 2026, at 7:00 PM
2025 Beechmont St.
Keego Harbor, MI 48320**

CALL THE MEETING TO ORDER

ROLL CALL

- Chairperson Kirsten Sonneville-Douglass
- Vice-Chairperson Paul Daelemans
- Recording Secretary Amy Drain
- Treasurer Leslie Clark
- Dan Harrington
- Julie O'Brien
- Vacant
- Vacant
- Vacant

ALTERNATE MEMBERS

- Vacant
- Vacant
- Vacant

PUBLIC COMMENTS

APPROVAL OF AGENDA

APPROVAL OF MINUTES / FINANCIALS

- April 8, 2026, Parks & Recreation Meeting Minutes
- Financial Report

NEW BUSINESS

- Community Gardens
- Beautification Awards

OLD BUSINESS

- Egg Hunt Recap
- Memorial Day Events
- Block Parties
- Keego Konnect

NEXT MEETING AGENDA ITEMS

BOARD MEMBER COMMENTS

ADJOURNMENT

MEETING GUIDELINES AND RULES

1. **Robert's Rules of Order:** Council members will follow the most recently published Robert's Rules of Order. In addition, a) rudeness shall not be tolerated; b) during an agenda item, speak to the agenda issue only; c) Board members may discuss agenda items before making a motion. For appeals and petitions, motions are made after the presentation of the case; d) speak into the microphone so that your comments can be heard and will be part of the public record.
2. **Cell Phones:** Cellular phones must be turned off or silenced during meetings.
3. **Consent Agenda:** The consent agenda is intended to expedite routine city business items. A Board member may remove an item from the Consent Agenda for the purpose of obtaining clarification, discussion, comment, or opposition.
4. **Public Comment:** Public comments will be provided for non-agenda related topics at the beginning of the meeting with a 3-minute limit per person. Audience members may speak once per issue. Large groups may appoint two or three representatives to present their position to the Board during this time. **Please note**, the public comment portion is not a question-and-answer session. Once the public has finished its comments, Board members shall be given the opportunity to comment regarding non-agenda related topics.
5. **Agenda Items:** Audience members may speak on agenda items with a 3-minute time limit per person. Audience members may speak once per issue. Large groups may appoint two or three representatives to present their position to the Board during their agenda item, except during Special Assessment District (SAD) proceedings.
6. **Time:** Chairperson or his/her designee shall use a timer to ensure adherence to time restrictions.
7. **Name and Residency:** Individuals speaking at any public meeting shall be requested to state their name and indicate whether they are a resident or non-resident.
8. **Interruptions:** No Board member or member of the public shall interrupt another individual when they are speaking.
9. **Presentations:** Lengthy presentations should be limited to a maximum of 30 minutes and scheduled through the City Clerk.
10. **Appeals:** Appeals from commissions and boards to the City Council shall be limited to a 15- minute presentation of the appeal.
11. **Public Hearing. The procedure for a public hearing will be:**
 1. The department head will state the purpose for the public hearing and provide relevant information.
 2. A petitioner, applicant, or appellant shall then be given the opportunity to address the Board, submit evidence, and state their case.
 3. The Chair will open the public hearing and provide an opportunity for the public to address the item. Board members shall not speak during the public comment portion. Once the Chair closes the public comment portion, comments from the public shall no longer be accepted.
 4. After the public comment portion is closed, the Chair shall turn the item over to the Board. At this time, Board members will be given the opportunity to ask questions and make comments on the item.
 5. A petitioner, applicant, or appellant shall be given the opportunity to respond prior to final action being taken.
 6. After a final vote on a motion, no further comments will be taken from anyone.
12. **Closed Sessions:** It can be held at the **beginning or end** of the agenda.