

KEEGO HARBOR PARKS AND RECREATION COMMISSION

7:00 P.M. Wednesday, January 14, 2026, MEETING MINUTES
2025 Beechmont
Keego Harbor, MI 48320

CALL TO ORDER: Kirsten Sonnevile-Douglass called the meeting to order at 7:02 PM

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

Absent: Dan Harrington

Alternates Present: None

Staff Present: Tammy Neeb, Ronnie Dahl

EXCUSAL OF ABSENT BOARD MEMBERS

Motion by: Kirsten Sonnevile-Douglass, supported by Robin LaFrance, to excuse Dan Harrington.

Ayes: Unanimous

Nays: None

Motion Carried

PUBLIC COMMENTS NON-AGENDA ITEMS ONLY:

Katie shared that Council Member Elsen mentioned a neighbor, Jason Drudge, that is interested in joining Parks and Recreation. He has an idea for setting up a 5k in Keego or otherwise get involved. Katie directed Council Member to the website and volunteer application and invited him to the meeting, but he couldn't make it this evening. Tammy will email the board member application to Cristina Elsen.

APPROVAL OF AGENDA

Motion by: Paul Daelemans, supported by Robin LaFrance, to approve the January 14, 2026, agenda as written.

Ayes: Unanimous

Nays: None

Motion Carried

APPROVAL OF MINUTES

Tabled due to error; the minutes appear to reflect November's meeting.

REVIEW AND APPROVAL OF REVENUE AND EXPENDITURE REPORT:

We have approximately \$5,200 to our name until the end of the year. Adjustment made for Keego Harboo (\$86). Leslie asked Tammy if there is a way to set aside donations to Parks and Rec every year instead of them being rolled back into the general fund at the end of the fiscal year, so we can accumulate capital improvement funds for bigger projects.

Resolution by: Kirsten Sonnevile-Douglass, supported by Amy Drain, to approve the revenue and expenditure report dated January 10, 2026, with adjustments for Keego Harboo so that the final year to date available balance is changed from \$4940.45 to \$5160.45

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

Ayes: Unanimous

Nays: None

Resolution Carried

NEW BUSINESS:

Memorial Day Parade: Submitting application for Waterford special use permit since their roads are used. Tammy will put the bus credit ask on the City Council agenda. Ronnie will organize doggy parade.

Block Parties (Chalk and First Aid Kits): July and August food trucks (Chicken Head and Taqueria Flores) scheduled, and two bands scheduled (Hey Dudes and Weekend Comeback). We will need to order more chalk, Tammy said we have a first aid kit we can use at the event.

Oakland County RAPP Grant: Oakland County can provide bounce houses, escape rooms, rock climbing wall, and other amenities available for rent, and they are also available through this grant program. Julie submitted our application. For the June block party top pick is the jump and jam package, second choice is a mobile putt putt course. July first pick is the blast off bouncer, second choice is the archery range. They also have a nature education table. August first pick is putt putt with the jump and jam as the backup. We will find out in February if we are awarded event support.

City Signage: Discussion of where to put signage to let residents know about our upcoming events. The Keego Rock corner garden at Cass Lake Rd and Orchard Lake Rd is a great location. Potential to incorporate something on the city entry signs (3), which are eventually going to be redone. Good put smaller signs at park signs and along the trail. We can investigate a quote for this. Subcommittee for sign graphics includes Kirsten, Amy, Julie, and Structure Subcommittee is Kirsten and Paul.

OLD BUSINESS:

Winter Beautification Awards: Thanks to everyone for awarding their signs. Please bring back signs to city hall or the garage. Ronnie shared that businesses were very excited about their awards and discussed handing out physical certificates.

Keego Konnect:

- Disc Golf Sign – Julie is still working on it

Taste of Keego 2.0: Scheduled for January 26 – February 1. Kirsten, Amy and Katie will reach out to restaurants for participation. We have 8 restaurants that are participating, Ginos, The Lodge, Jets, Cannelle, Lorenzo's, Buscemi's, Brewhaus, Brew Brother's. Amy is making promotional videos for all participating restaurants. Splash reached out about doing interviews, Amy will coordinate with Ronnie about doing interviews at participating restaurants. Amy wants to create a parks and rec YouTube channel.

Newsletter: Approved by the lawyer, we are good for launch, but we need to get it sent from a Keego Harbor email address. Tammy is going to talk to Stacy about how to make this happen, and that it will allow for formatting and graphics to remain in the original format.

Renter Mailing: We have not yet sent out the renter mailings. We approved a \$300 expenditure which did not cover the cost. We have 399 rentals for a total cost of \$534, plus \$20 for labels, so we need an additional of approximately \$260.

Resolution by: Leslie Clark, supported by Kirsten Sonnevile-Douglass, to spend \$260 out of our supplies budget for the renter calendar mailing.

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

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

Winter Wonderland – Gear Status and Upgrade Discussion: Gutter hooks to be installed around the gazebo to hang lights from. All outages were related to wire breakages (as opposed to bad bulbs). Other gear upgrades, lessons learned, and reorganizations discussed; see Leslie's workup for more details. Lights takedown is postponed until we get a warm spell.

Resolution by: Kirsten Sonneville-Douglass, supported by Katie Sexton, to spend up to \$750 out of our community events budget for Winter Wonderland gear and supplies upgrades.

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

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

NEXT MEETING AGENDA ITEMS:

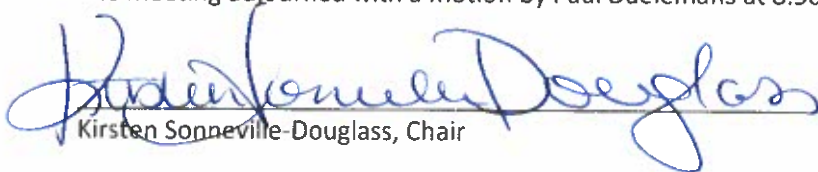
Discussing items to add to next month's agenda.


BOARD MEMBER COMMENTS:

Add capital fund update. Robin's term is up and she is choosing not to renew, but she would like to stay on as an alternate and support via Art Sail and Community Garden.

ADJOURNMENT:

The meeting adjourned with a motion by Paul Daelemans at 8:50 PM.


Kirsten Sonneville-Douglass, Chair


Kathleen Sexton (Feb 17, 2026 13:45:55 EST)
Kathleen Sexton, Recording Secretary






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Final Audit Report

2026-02-17

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