

Duncan Park Commission
Meeting Minutes

DATE: August 17, 2021

MEETING HELD: Grand Haven City Hall, Council Chambers

MEETING CALLED TO ORDER: 7:03 p.m. by President Jennifer Holland.

COMMISSIONERS PRESENT: Jennifer Holland, Nancy Nagtzaam, Georgette Sass

OTHERS PRESENT: City Council Liaison Mike Dora, City Liaison Derek Gajdos

APPROVAL OF AGENDA: motion to adopt agenda made by Sass; seconded by Nagtzaam. Commission approved the agenda, 3-0.

PUBLIC COMMENT: City Liaison Gajdos updates on Public Safety to be provided in CITY LIAISON REPORT

APPROVAL OF MINUTES: Submission of suggested changes to minutes by Cotner were received from City Liaison Gajdos. Commissioners reviewed suggestions and made several amendments. Amended minutes from 20 July 2021 were accepted.

NEW BUSINESS:

- Clean up Old Business Items. These were:
 - Pavement Marking inside of park. Requested updated pricing and start date is *in progress*.
 - Relocation of the Dog-waste bag holder
 - Motion to relocate Dog Waste Dispenser to lower right-hand corner of kiosk northeast facing side made by Jennifer; seconded by Sass. Passed 3-0.
 - ADA Picnic Table *in progress*.
 - ADA Sign at Lake Street Entrance *in progress*.
 - Boot Scrapers *in progress*.
 - Duncan Park Caretaker Job Description. Job Description was circulated prior to meeting. Merits associated with a Contractor versus City Employee in this capacity were discussed. *Holland will seek more information for discussion at our next meeting.*
 - Enclosures. The discussion identified the need for additional value to such a structure. *Proposal for such information will be considered.*
 - Forest Steward Partnership. *Invitation to Kevin Sayers (Urban Forestry Coordinator, Michigan DNR) will be made when Zoom is available.*

ADDITIONAL NEW BUSINESS:

- None

ACTION ITEMS/OLD BUSINESS:

- Addressed in NEW BUSINESS

CALENDAR OF EVENTS:

Upcoming dates provided.

CITY LIAISON REPORT:

Derek Gajdos reported on Public Safety's recommendations. Crosswalk on Lake Ave, not approved. ADA parking space on Lake Ave was possible. Identification of specific location of Trail Crossings in the park still needs to be identified before Public Safety can weigh in. Identified posts have been replaced. Gravel along the road is still to be completed.

TREASURER REPORT:

Amy Bessinger's July 2021 financial reports were received. No money has been spent in the past period.

PUBLIC COMMENT:

None

NEXT MEETING:

September 17, 2021 @7pm

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ADJOURNMENT:

Motion to adjourn at ~8:30 pm by Holland; second by Nagtzaam. Passed 3-0.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Georgette Sass".

Georgette Sass, Secretary

Draft submitted to City Clerk Linda Browand on 27 August 2021 by Georgette Sass, Secretary

Approval of these minutes by the Commission occurred at the meeting held on September 21, 2021