

**Duncan Park Commission** – October 17, 2023; Regular Meeting; 7:00pm  
Grand Haven City Hall, City Manager Meeting Room, Grand Haven, MI

**CALL TO ORDER: 7:02PM ALL PRESENT**

COMMISSIONERS: Larry Burns, Elizabeth Pool, Mike Poort, Georgette Sass, John Williams  
CITY LIAISON: Derek Gajdos

**APPROVAL OF AGENDA:** Motion by Poort; Second Burns; Approved

**PUBLIC COMMENT:** *Members of the audience may address the Commission on any item, whether on the agenda or not. Those addressing the Commission are asked to provide their name and address and will be limited to three minutes of speaking time. Council will hear all comments for future consideration but may not have a response at this time.*

**APPROVAL OF MINUTES:** MOTION BY BURNS TO APPROVE WITH EDITS, SECOND WILLIAMS ; APPROVED

---

**AGENDA**

NEW BUSINESS:

**A Invited Speaker** – Potential speakers who request or are asked to address the commission (such as the scouts working on Eagle projects in the park or consulting professionals) will be placed as the first order of new business out of respect for their time. At the time this agenda was distributed, there had not been a confirmation of availability from any potential speaker.

Bob Monetza congratulated the commission on the Old-Growth Forest Network induction.

No word from the Eagle Scouts regarding projects.

---

**B Discussion** – The commissioners have decided to host a Fall Color “Drive Thru” on October 28<sup>th</sup> from 10am-4pm. Coverage for the event will be determined. **Outcome** – DPC will identify each commissioner’s designated time to act as a host at the Lake St. gate for the Fall Color “Drive Thru”.

Tim Price, Assistant City Manager, introduced himself and asked for this information to add to the city kiosks and other media.

Signs will go out on Friday.

Sass/Pool 10a-12p Poort/Williams/Burns 12p-4p

---

**C Discussion** – It was decided at the September 19, 2023 DPC meeting, that we needed to seek professional guidance in our management of invasive diseases threatening trees in Duncan Park. Conversations with experts at the Old Growth Forest Network dedication were helpful in this regard. The DPC needs to determine how to proceed with the hiring of a qualified professional to help manage the forest in the unique setting of Duncan Park. One option, to submit a new RFP seeking a 2023/2024 Contract Forester, has been suggested. (Commissioners can review: [Previous Bid](#), [Purchase guidelines](#) and [Ordinance no. 23-01](#).) Another possibility is to seek estimates directly from an environmental/ecological consulting services with forestry expertise. (see [TriTerra](#) or [Davey Resource Group](#)). DPC will determine whether additional information is needed. **Outcome** – DPC will discuss and vote on the best approach to managing the Duncan Park forest.

Sass reviewed the previous conversation and introduced the forestry experts that could be a help to our commission. We reviewed the previous scope of services from the RFP. Sass to follow up about #3 to determine if dead trees (widow makers) were taken into account.

The three goals of having a forestry service would be: Treatment, Surveillance, and Management with an emphasis on the yearly budgeted management of this urban forest. We also need to take in what other forests are doing in the area to manage the diseases.

**Duncan Park Commission** – October 17, 2023; Regular Meeting; 7:00pm  
Grand Haven City Hall, City Manager Meeting Room, Grand Haven, MI

Motion by Burns for Sass to move forward with pursuing a minimum of three quotes for items 4-9 on the Consulting Forester Scope of Services document pending confirmation that the data from number 3 is part of Dr Locker's GPS tag and tree damage data.

SECOND SASS; APPROVED

---

D **Discussion** – Selection of priority expenditures for the DPC. Funds earmarked as available for priority expenditures in the 2023/2024 fiscal year total ~\$11,000 of the \$20,000 budget (with \$9,000 identified as recurring maintenance costs). Commissioners are asked to narrow their choices (previously collected in the shared document Priorities of DUNCAN PARK Commissioners) using the Google Form poll DPG Priorities. Top 6 priorities for each commissioner should be entered and rank choice will help aggregate potential top priorities for the commission. **Outcome** – DPC will discuss and vote on moving forward with a selected group of priorities requiring expenditures for the 2023/2024 fiscal year.

Tabled until the next meeting to give commissioners time to complete their ranking.

---

**PRESIDENT REPORT:**

- Thanks to Mike for the use of his truck to haul unneeded items from the shed!
- Reports on Day of Caring: The day was a success. Both entrances are cleaned up.
- Daffodil: bulbs are here and need to be planted
- OGFN
- Fall maintenance: turning off sprinklers (Sass to call), put water spigot in pipe, portajohn pick up at the end of November, picnic tables to be stored on October 29 by Poort, Burns and Williams, hang the old growth sign, Sass to coordinate a new sign "Duncan Park" for Kioske

**OLD BUSINESS:**

- Logo: Unanimous vote for logo #1

---

**CITY LIAISON REPORT:** THERE WAS AN INCIDENT AT THE PARK THAT PUBLIC SAFETY HAD TO RESPOND TO. A CAR DROVE INTO THE PARKING LOT GATE ; ALSO WE ASKED ABOUT OUR STANCE ON THE DOG BAGS IN THE PARK. NO RESOLUTION WAS DECIDED. DUNCAN PARK TO CONTINUE TO USE COMPOSTABLE BAGS.

**TREASURER REPORT:** Financial reports shared on Google Drive and sent with October meeting agenda

**PUBLIC COMMENT:** MONETZA QUESTIONED ABOUT DONATIONS FOR THE DRIVE THRU. WE ARE ONLY ASKING FOR DONATIONS BUT ITS NOT AN EXPECTATION.

**ADJOURNMENT:** 8:38PM

**NEXT MEETING:** November 21, 2023 @7pm

**MOTION TO APPROVE MINUTES BY WILLIAMS; SECOND BURNS; APPROVED**

APPROVED MINUTES RESPECTFULLY SUBMITTED BY:

*Elizabeth Pool*

ELIZABETH A POOL

DUNCAN PARK COMMISSION, SECRETARY