

**Duncan Park Commission – October 21, 2025; Regular Meeting; 6:00pm**  
Grand Haven City Hall, Council Chambers, Grand Haven, MI

**CALL TO ORDER:**

COMMISSIONERS: Joe Middleton, Mike Poort, Georgette Sass, John Williams

CITY LIAISON: Michael England

**APPROVAL OF AGENDA:** Motion to approve amended agenda made by Sass, second by Port; passed 4-0

**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. The Commission will hear all comments for future consideration but may not have a response at this time.*

**APPROVAL OF MINUTES:** Motion to approve September 16, 2025 Draft Minutes made by Poort, second by Sass; passed 4-0

**AGENDA**

**NEW BUSINESS:**

- A. **Discussion** – Duncan Park Commission (DPC) discussed the need to protect tree species impacted by invasive species in our efforts to manage forest health in Duncan Park. The Department of Public Works asked Brett Kuipers (who developed a forest management plan for the city) and James Retzlaff (the city's contracted arborist from Parshall Tree Care Experts) to provide their professional perspectives on treatment options for Elongate Hemlock Scale (EHS) and Hemlock Woolly Adelgid (HWA). **Outcome** – *The Department of Public Works will facilitate transmission of a proposal from Parshall Tree Care Experts outlining what would be covered by the proposed \$85,000 cost of treating ESH and HWA with Dinotefuran in Duncan Park.*
- B. **Discussion** – The Duncan Park Commission accepted the proposal from JDesign & Services LLC to begin construction of steps to control erosion at the Wisconsin St access. References were received, however DPC has not received feedback from the city engineer. **Motion** – *JDesign & Services LLC will begin construction of steps in November 2025 providing erosion control at the Wisconsin St access point between Duncan Park and Duneside Discovery Center pending review by city engineer made by Sass, second by Williams; passed 4-0.*

**OLD BUSINESS:**

- C. **Discussion** – Commissioners confirmed coverage at the annual Fall Color "Drive Thru" on October 25<sup>th</sup>.

COMMISSIONER'S REPORTS: *These are limited in scope, representing a report of activities relevant to Duncan Park and DPC. These will be limited to 3 minutes. Discussions or actions that require detailed consideration or a vote should be placed as an agenda item under NEW BUSINESS.*

CITY LIAISON REPORT: None

TREASURER REPORT: Financial documents for September were sent with this agenda and are posted to Google Drive.

**PUBLIC COMMENT:**

**ADJOURNMENT:** 7:52pm

**NEXT MEETING:** November 18, 2025 @6pm

Approved minutes respectfully submitted,



Georgette Sass

Sent to City Clerk on November 18, 2025