

Duncan Park Commission
Meeting Minutes
November 19, 2019
City Manager's Conference Room, Grand Haven City Hall
519 Washington Ave., Grand Haven, MI 49417

The meeting was called to order at 7:00 pm by Commission President Roger Cotner.

Present: Commissioners Roger Cotner, Clint Lucas, Georgette Sass, and Aaron van Baal.

Absent: Commissioner Reid Warber (excused - illness).

Others present: Mayor Robert Monetza, City Councilman Dennis Scott, City Liason Derek Gajdos.

Approval of agenda: Sass moved to adopt the Draft November meeting agenda as circulated. Lucas seconded the motion. Cotner reported that the Eagle Scout presentation was not ready and, by consent, that item was removed from New Business. Motion carried 4-0

Public Comment: None

New Business:

Cotner reminded the Commission that it must conduct elections of officers within 30 days of the appointment of any new Commissioner according to City Ordinance Section 25-63. Van Baal was appointed to the Commission on October 21, 2019.

Cotner then opened the floor for nominations for President of the Commission. Lucas nominated Cotner and Sass supported that nomination. There no other nominations forthcoming and Lucas moved that the nominations for President be closed and that a unanimous ballot be cast for Cotner as Commission President. Van Baal seconded the motion and the motion passed 4-0.

Cotner then opened the floor for nominations for Secretary of the Commission. Cotner nominated Sass and Lucas supported that nomination. There were no other nominations forthcoming and Lucas moved that the nominations for Secretary be closed and that a unanimous ballot be cast for Sass as Commission Secretary. Sass seconded the motion and the motion passed 4-0.

Cotner asked that Gajdos prepare minutes and forward those minutes to Cotner and Sass to finalize.

Cotner next reported on his presentation to City Council to request it to waive the City's invoice of approximately \$42,000 for services rendered over the past 4.7 years and for a Park budget of \$5,000. City Council agreed to reduce the invoice by \$9,042 to \$32,952, and to continue snowplowing and trash removal through June 30, 2020 without further charges.

Sass asked Mayor Monetza to present the Council's rationale. Monetza stated that those on Council believed that the Commission had previously authorize payment of \$32,952 and that we should honor that authorization.

Cotner then moved to authorize payment of \$32,952 to the City of Grand Haven from the Duncan Park Fund held by the Grand Haven Area Community Foundation. Lucas seconded that motion. After further discussion of the City's responsibilities to care for the Park, the motion carried 4-0.

Monetza left the meeting at 7:40 pm.

Commissioners and Gajdos then discussed services required by the Park between now and next April. Gajdos confirmed that snow plowing and trash removal is about the extent of services required by the Park during that time frame. Gajdos also stated that the City is willing to continue to maintain the park as they have been and charge the actual costs associated with the general direction of the Commission. However, the City was not interested in an on demand type of maintenance agreement that would be directed daily or by individual need from the Commission. The Commission and Gajdos agreed that the City would provide no further services to the Park other than snow plowing and trash removal authorized by Council until the Commission directs otherwise.

Cotner moved that the Commission request proposals from tree services contractors to address unsafe trees in the Park. Lucas seconded the motion. Sass asked that the request for proposals require the successful bidder to be a certified arborist. A consensus formed that the request should include a preference for firms having a certified arborist on staff. Motion carried 4-0.

Lucas moved to adopt the minutes of the October 15, 2019, meeting as circulated. Cotner seconded. The motion carried 4-0.

Gajdos circulated Finance director Amy Bessinger's financial report. The Commission expressed frustration with the format of the financial reports. Gajdos committed to making the reports more meaningful for the Commission.

Gajdos left the meeting at 8:28 pm.

There were no updates on any of the items of Old Business and no further public comment.

Cotner announced the next meeting date of December 17, 2019, at 7:00 pm. Sass reported that she could not attend.

Cotner adjourned the meeting at 8:33 without objection.

Respectfully submitted,

Roger G. Cotner
President