

Duncan Park Commission

April 18, 2023 Regular Meeting; 7:00pm

Grand Haven City Hall, City Manager Meeting Room, Grand Haven, MI

CALL TO ORDER: 7:03PM 4/18/2023

COMMISSIONERS Present: Mike Poort, Georgette Sass, John Williams

Absent: Jennifer Holland, Nancy Nagtzaam,

CITY LIAISON: Matt Wade

APPROVAL OF AGENDA: Motion by Poort to approve the agenda. Second by: Williams (Approved)

PUBLIC COMMENT: No Public present

APPROVAL OF MINUTES:

Correct the spelling of Georgette (missing "e") for work Session attendance on 3/21/2023.

Motion by Sass, second by Williams: To approve the work session minutes from 3/21/2023 as amended. (Approved)

Motion by Sass, Second by Williams: to approve the minutes of the 3/21/2023 regular meeting. (Approved)

AGENDA

NEW BUSINESS:

- A Maintenance in the park. Per charter, the commission manages and controls the park. *The DPW does not want to be micro managed (IE: the mowing heights) ~~Moving Deck height?~~* The line is clear on the finance side, where the city charges for work performed in the park on a time and material basis. Daily / Routine activities will still be handled by DPW (IE: Snow Removal, Empty trash containers, ~~Etc...~~ Other activities as specifically ask for by DPC). The DPC will contract the lawn mowing and volunteers for other activities in the park (IE: Tree removal, Bolster repair, Pickup, and cleanup). DPC will ask DPW in advance for other activities that may need addition help from the DPW. Sass will confirm fees and tasks with Titan Landscape Management.

Motion by Poort, second by Sass to: Continue use the city for trash and snow plowing and contract other tasks for maintenance in the park. (ie lawnmowing, sprinkling, tree removal). (Approved)

- B Finalize a Spring Volunteer Event at Duncan Park. It was discussed that our current Volunteer Event on 4/29 was in conflict with the Earth Day Celebration 2023 at the Central Park building. The group felt it was important to show support at the Earth Day event as well as provide information about Duncan Woods and up coming events. Ideas of things to pass out were a flier about Duncan Woods, A give away (Maybe a seedling to plant), and historical pictures of Duncan Woods.

Motion by Sass, second by Williams to: Adjust our 4/29 volunteer event date and have a booth at the Earth Day Celebration 2023 event, on 4/29 (1pm to 4pm) to provide information about Duncan Woods and advertise for a volunteer event in the future. Donated cost of \$15 by Sass.

- C Dedication of Duncan Park as a Network Forest in the Old Growth Forest Network ceremony.

In discussions with Nick Sanchez, the Midwest regional director, it was determined that October around the anniversary of the dedication of Duncan Park would be the best time to hold this dedication ceremony. *The 110th anniversary of the dedication of Duncan Park will be October 22, 2023.*

Motion by Poort, second by Williams: to have the Dedication of Duncan Park as an Old Growth Forest on Saturday, October 21, 2023. Details to be planned out in future meetings. (Approved)

- D **Discussion** – Rules & Regulations to be included on the updated Use Permit.

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DPC will begin the process of identifying any rules beyond those generally accepted for a city park in Grand Haven (see [Parks and Recreation Article I](#)) to be recognized in Duncan Park. Some thoughts were to use our existing rules and regulations that are posted on the road coming into the park. Also to add items like no Bikes or other wheeled item to be used off the paved areas. We would include the City Rules and Regulations link as well on the application.

Sass to put a document on google docs, to gather rules and regulations. Please review and give feedback.

PRESIDENT REPORT:

- Duncan Park Stakeholder Survey. Showed/demo the Survey. Ideas reviewed on how to distribute.
- Suggested changes (3/21/23 meeting) made to the Use Permit
- Duncan Park contact via official email (duncanpark@grandhaven.org)

This will forward to all the DPC members to address questions and concerns in the park.

Completed and working on next steps of how and were to post the contact email.

- Resignation of Nancy Nagtzaam – DPC accepted the resignation and will send a card thanking her for her service and we will miss you.... (Sass)
- A question was asked about a bill from Olmsted Sign's for \$175. Sass is following up with the city on this charge.

OLD BUSINESS:

CITY LIAISON REPORT: NO REPORT

TREASURER REPORT: Financial reports shared on Google Drive and sent with 4/18/23 meeting agenda.

PUBLIC COMMENT: NONE

ADJOURNMENT: 8:25PM

NEXT MEETING: May 16, 2023 @7pm

Minutes Approved 5/16/2023 in regular meeting.

Michael J Poort

Michael J Poort

Duncan Park Commission, Secretary