

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

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

**APPROVAL OF AGENDA: Motion to approve by Burns; Second Williams; 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 to approve by Williams; Second Burns; Approved**

**AGENDA**

**NEW BUSINESS:**

- A. **Invited Speaker** – Natalie Bekins, from the Ottawa County Conservation District offices, Project Coordinator West Michigan Conservation Network (WMCN; *we have known as Michigan's Cooperative Invasive Species Management Areas- CISMA*). Natalie will address the current status of Hemlock Woolly Adelgid in the Ottawa County area and present what best practices would look like for the Duncan Park Commission (DPC) moving forward with our once-treated Hemlocks.

Natalie Bekins presented on the status of HWA as well as how and when to look for infestation. November through March is the best time to survey the Hemlock trees. The adelgids are seen on the underside of the branches. However, they are incredibly hard to spot at the beginning of infestation. A magnifying glass is recommended. The recommendation for treatment is a basal bark treatment between April and August. Another treatment is with an injection into the tree, but that research isn't conclusive yet for the retreatment of trees. There is no best management plan recommendation at this time.

Cheryl Nelson from the DNR presented on Oak Wilt, Beech Bark Disease, and Beech Leaf Disease. She explained how to spot these as well as known treatment options.

No plan was created at this time.

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- B. **Discussion** – Possible collaboration with the Citizens Climate Lobby regional chapters (Grand Haven & Grand Rapids) on a May 16 event sponsoring Old Growth Forests in Grand Haven. Representatives plan to attend and will provide additional information regarding their ideas. Bill Martinus would be ideal for leading a walk at this event. **Outcome** – DPC will determine how to best collaborate in this event with the CCL and vote on the event.

Sass motioned to participate with the Citizens Climate Lobby in an Old Growth Forest Walk on May 16, 2024. Second Williams; Approved

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- C. **Discussion** – Commissioners have acted individually to address specific issues that arise in the park. It would be a good idea to document such volunteer work in our minutes. As such, it is requested that a category be added to our official agenda items to reflect these efforts. A potential heading would be the COMMISSIONERS REPORT. This could be in addition to the now existing PRESIDENT REPORT or replace it. **Outcome** – DPC will discuss and vote on how to best document and reflect the rationale for any volunteer efforts made by commissioners in Duncan Park.

Sass motion to change the President's report to the Commissioner's report. Second Burns; Approved

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- D. **Discussion** – Selection of priority expenditures for the DPC. Rank choice analysis of Commissioner's priorities will be presented. Additional projects that would require potential

funding allocation consideration have since been proposed. These include, but are not limited to, the following - Gate Repair; Parking Lot drainage; deploying Surveillance Cameras within the park; additional kiosk at the Lake Ave gate; specific educational kiosk or signs; foot cleaning stations; native planting beds. In recognition of the fact that some projects would be good candidates for volunteer events/projects, DPC should also discuss how to facilitate this approach. **Outcome** – DPC will discuss, taking under consideration recent project suggestions and vote on specific priorities as well as how to move forward with those selected that will require expenditures for the 2023/2024 fiscal year.

A review of the ranked priorities was discussed. The tasks will be divided into expenditure projects and non-expenditure projects. No plan was made at this time.

Poort and Pool will look into gate replacement costs/estimates.

Burns volunteered to look into scheduling events for the summer of 2024—months to include May to October.

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E. **Discussion** – Review of the Fall Drive Thru. The following are items of note to be addressed – Duncan Park Brochure to be updated; provide dog bones in addition to Halloween candy; big “Enter Here” sign with arrow at Lake Street entrance or reroute direction of flow through the parking lot; publicize in the newspaper as well as Downtown Kiosk (coordinate with Tim Price); Advertise on Facebook and Instagram on the city pages; select a fund we are raising money for to prompt more giving; Possible Trunk or Treat or spooky walk; reminder to clean up the drive the week before. **Outcome** – DPC will discuss with agreed upon finalized plans to be carried out at next Fall Drive Thru.

Change name to Fall COLOR Drive Thru.

Pool to create a calendar for tasks needed for the event.

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F. **Discussion** – There has been a request for a Forestry Subcommittee task update. **Outcome** – DPC will look to Larry Burns (on the subcommittee) to provide.

Final Meeting Minutes TK

A planned Forest Management Summit is tentatively proposed for December 6.

A planned Community engagement is tentatively set for January 30.

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**PRESIDENT REPORT:**

- Thanks go to Beth for getting the brochure printed!
- Thanks go to John, Mike, and Larry for moving picnic tables to the shed!
- Survey ready for launch.
- Duncan Park kiosk signage decision. (Moving forward with option 5.)
- Thanks to the Pool family for planting Daffodils
- Thanks to Mike for the fallen tree cleanup on the roads and paths.
- Thanks to John for ordering swags for the entrances.

**OLD BUSINESS: NONE AT THIS TIME**

**CITY LIAISON REPORT: NONE AT THIS TIME**

**Duncan Park Commission** – November 28, 2023; Regular Meeting; 7:00pm

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

TREASURER REPORT: Financial reports shared on Google Drive and sent with the November meeting agenda.

PUBLIC COMMENT: NONE AT THIS TIME

ADJOURNMENT: 8:57 PM

NEXT MEETING: December 20, 2023 @7pm

**Correction to change aphids to adelgids in the first paragraph.**

**Burns motioned to approve minutes; second Poort; approved**

APPROVED MINUTES RESPECTFULLY SUBMITTED BY:

**ELIZABETH POOL**

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DUNCAN PARK COMMISSION, SECRETARY