

CALL TO ORDER: 6PM

COMMISSIONERS:

Present: Larry Burns, Elizabeth Pool, Mike Poort, Georgette Sass

Absent: John Williams

CITY LIAISON: Derek Gajdos

APPROVAL OF AGENDA: Burns motioned to approve; second Pool; 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. The Commission will hear all comments for future consideration but may not have a response at this time.*

APPROVAL OF MINUTES: Correction to change aphids to adelgids in the first paragraph.

Burns motioned to approve; second Poort; approved

AGENDA

NEW BUSINESS:

- A. **Invited Speaker** – Ethan Hoffmeyer will share his upcoming plans related to restoration of the Duncan Park gate on Lake St with the commission. His required, signed Eagle Scout Project workbook will be provided as well. **Outcome** – DPC will give feedback as needed and consider what support is to be provided for the gate restoration project with a vote as needed.

Ethan to present in a future meeting.

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- A. **Discussion** – How should DPC reduce/discourage the feeding of deer in the park? Several feedings of deer have occurred in the park. This past fall there have been general food scraps, carrots, pumpkins, and squash found and removed from the park. While there is a sign prohibiting this practice along the drive into Duncan Park, it might be best to reconsider the placement of the sign or the utility of additional signage. **Outcome** – DPC will discuss the best approach to limit the feeding of deer with a vote on any action to be taken.

Discussion of non permanent educational signage similar to a realtor sign.

Pool motion for Sass to acquire design and cost estimates of “do not feed deer” and seasonal signs. Second Sass; approved

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- B. **Discussion** – Christmas decorations were found on and removed from hemlocks in the park. The hemlocks in question are not on a trail, have been heavily browsed by deer and are not in an optimum condition. If the DPC has no issue with patrons decorating trees in the park, there are white pines that would be better able to withstand this event. **Outcome** – DPC will establish a policy to be posted on the kiosk regarding use of holiday decorations on trees in the park.

Pool Motion to add seasonal signs regarding the fragile nature of the hemlock trees and to not decorate. Burns second; approved

TBD: Poort to do research on trees to decorate and assessment on placement. To be discussed at the next meeting.

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- A. **Discussion** – Materials related to the function of the Duncan Park Commission (agendas, minutes and now Google Drive documents) are public documents. Access to such materials can be (and have been) requested by FOIA (Freedom of Information Act). Any individual commissioner’s email exchange could also be requested under FOIA. For this reason, it is suggested we always use our official email address (duncanpark@grandhaven.org) in

commissioner communications to facilitate this required organizational transparency. **Outcome** – DPC will discuss and vote on the best practice for commissioner’s email communications.

Pool motioned to use duncanpark@grandhaven.org as the primary source to disseminate information as standard of best practice of email communication in order to be inclusive and individuals can contact other commissioners at their discretion. Second Sass; approved

- C. **Discussion** – The Duncan Park Commission uses funds from donations held in trust by the Grand Haven Area Community Foundation to fulfill its role as stewards of the park. All services and maintenance in the park are paid for from these funds with the exception of trash removal and snowplowing which are provided by the City of Grand Haven. Several groups focused on urban forest issues in Grand Haven are currently requesting charitable donations for their work. Commissioners will discuss whether other charitable funds should be able to advertise within Duncan Park. In the discussion it would be incumbent upon us to consider how the DPC could enhance charitable giving to DP, what types of charitable organizations would be appropriate to consider and the mechanism by which DPC would ensure reciprocity of information. **Outcome** – DPC will begin this discussion with the goal of creating a stated policy.

Pool motioned to require organizations looking to post signage or to partner with DPC formally present their information, goals and requests and the commission will make its determination. Second Sass; approved.

COMMISSIONER’S REPORTS:

SASS: -PUT UP THE DUNCAN PARK NEW SIGN UP AS WELL AS THE OLD GROWTH FOREST SIGNAGE. SHE PLACED PLEXIGLASS OVER ADDITIONAL INFORMATION DOCUMENTS FOR PROTECTION FROM ENVIRONMENTAL FACTORS AND THEFT.

POORT: CREATED LINK OF ACTIVITIES THAT HAPPEN THROUGHOUT THE PARK. SCOOPED LEAVES AWAY FROM DRAINS AND REMOVED BROKEN LIMBS BY SHED. BURNS AND POORT TOOK CARE OF ONE FALLEN TREE AND A WIDOWMAKER.

POOL: PRESENTED GATE INSTALLMENT JOB QUOTE-WILL FOLLOW UP ON QUESTIONS AND BRING BACK TO COMMISSIONERS AT NEXT MEETING, PRESENTED A BUDGET ESTIMATE FOR PLACEMENT OF PARKING LOT BOULDERS, BUSINESS FOR NEXT MEETING: SHIRT AND BEANIE PROJECT

OLD BUSINESS: NONE AT THIS TIME

CITY LIAISON REPORT: NONE AT THIS TIME

TREASURER REPORT: Financial reports shared on Google Drive and sent with January 2, 2024, meeting agenda.

PUBLIC COMMENT: NONE

ADJOURNMENT: 8:04PM

NEXT MEETING: January 16, 2024 @6pm

Burns motioned to approve minutes; second Poort; approved

APPROVED MINUTES RESPECTFULLY SUBMITTED BY:

Duncan Park Commission – January 2, 2024; Regular Meeting; 6:00pm
Grand Haven City Hall, City Manager Meeting Room, Grand Haven, MI

ELIZABETH POOL

ELIZABETH A POOL

DUNCAN PARK COMMISSION, SECRETARY