

CALL TO ORDER:

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

CITY LIAISON: Derek Gajdos

APPROVAL OF AGENDA: Motion by Pool to approve agenda; second Williams; **Passed.**

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion by Port to approve June 18, 2024 minutes; second Williams; **Passed.**

AGENDA

NEW BUSINESS:

- B. Discussion** – The Forest Management Subcommittee of the Sustainability and Energy Commission is seeking a site assessment from Wildtype Ecological Services(Mason, MI) for the 200 acres of urban forest encompassed by Mulligan’s Hollow, Duncan Park and Lake Forest Cemetery. We have been asked to participate. The anticipated outcomes and cost to the Duncan Park Commission for involvement in this assessment are still under consideration (see my email communications on Google Drive as well as attached to this agenda). Identifying how the DPC could benefit from such an opportunity is warranted given the contiguous nature of the properties under consideration. **Outcome** – DPC will vote on whether to be involved in an ecological site assessment. **Suggested Motion** –DPC support *in principle* our involvement in an ecological assessment.
- DPC discussed our goals for an ecological site assessment and concluded that we would like to know what improvements might be suggested by Wildtype Ecological Services. Motion to support in principle our involvement in an ecological assessment, second Williams; **Passed.***
- C. Discussion** –Murielle Garbarino (WMCISMA) has confirmed the availability to put Duncan Park on their schedule for an initial survey this winter. (see June 18 2024 Duncan Park Commission Draft minutes). This would be the first survey and potential treatment of a 5 year cycle of HWA surveillance in the park. **Outcome** – DPC will consider this expenditure in light of our 2024-2025 budget. **Suggested Motion** –DPC approves the use of funds for an HWA survey of the most at risk areas in the park as well as any treatment of HWA infection found.
- DPC discussed what a commitment to the cost of a 5-year surveillance WMCISMA would look like with respect to our budget (possibly \$5000/year depending on the needs for treatment). We reiterated our desire to involve WMCISMA and hopefully participate in any grants they might receive. Motion to approve use of funds for an HWA survey and treatment, second Pool; **Passed.***
- D. Discussion** – The DPC recognizes that there are many instances where Duncan Park is the beneficiary of charitable acts or gifts by others. For this reason, it would be desirable to have Duncan Park stationary with our official logo to be used for *thank you* messages as well as items related to Duncan Park we could give in appreciation. **Outcome** – DPC will discuss in what form and under what circumstances these official communications and gifts will be used. **Suggested Motion** –DPC approves the cost of obtaining official stationery in an amount up to \$250 and gifts in an amount up to \$25 per gift.
- DPC considered the value of stationery as well as gifts of thanks. We supported the stationery as presented by Pool and gifts as well though exactly what they would be was not specified. Motion to approve the cost of obtaining official stationery in an amount up to \$250 and gifts in an amount up to \$25 per gift, second by Williams; **Passed.***
- E. Discussion** – There are several infrastructure projects in the park currently being discussed. Projects identified include continued replacement of bollards with boulders, restoring the retaining wall in the parking lot with the goal of its long-term stability and enhanced drainage of

rainwater, as well as controlling erosion on the dune used to enter the park from Wisconsin/MAW elementary school with the installation of steps. **Outcome** – DPC will discuss the most recent estimates for these projects and determine both which projects are priorities and how to fund. **Suggested Motion** – To be generated.

*DPC discussed the possible approaches to take regarding the infrastructure projects under consideration. Process suggested was to take each project individually. DPC must follow guidelines set by the city for bids and also any permits required. Sass made a Motion to table until we have estimates, second by Williams; **Passed**.*

- A. Speaker** – Ethan Hoffmeyer has indicated he will report on his Eagle Scout Project. **Outcome** – The Duncan Park Commission will discuss any further actions needed. **Suggested Motion** – DPC will reimburse Ethan Hoffmeyer for costs associated with the Lake St gate restoration recognizing targeted donations made to our Grand Haven Area Community fund for this work.

*Ethan reported on his Eagle Scout project and will provide before and after pictures. DPC has requested that Ethan provide a detailed list of the materials used for the Lake St gate restoration for our records. Motion was made by Sass to reimburse Ethan Hoffmeyer for costs of the restoration based on the donations made to GHACF, second by Pool; **Passed**.*

- F. Discussion** – The DPC-hosted October events celebrating the anniversaries of both the Duncan Park gift to the citizens of Grand Haven and the Old Growth Forest dedication are being planned. The current lineup of events

- October 5 Volunteer Event (morning)
- October 12 Audubon-led Bird Walk by members of the Owashtanong Islands Audubon Society (DPC to determine time)
- October 19 Dr. Wallace Ewing lecture at the Tri-Cities Museum (early evening)
- October 26 Fall Color Drive (late morning until afternoon)

Specific expenditures that would be needed for these activities (materials for volunteer work, educational materials to have on hand at events and any promotional materials such as a banner) are under discussion. Current known/identified costs include brochures and promotional stickers (~\$180); Birthday Cake and Coffee to be served at Dr Ewing's lecture (~\$120); possible materials for an October Volunteer clean up and planting (~\$300).

Outcome – DPC will discuss the planned October events, identifying specific tasks to be carried out by commissioners and set a budget prioritizing expenditures. **Suggested Motion** – DPC approves expenditures for the October events setting a cap of \$1000.

*Costs associated with DPC-hosted October events were discussed. Motion was made to set expenditures (which would include promotional materials) at \$1000, second by Pool; **Passed**.*

COMMISSIONER'S REPORTS: It was noted that Ottawa County Day of Caring will be September 10, 2024.

CITY LIAISON REPORT: None

TREASURER REPORT: June financial reports with a finalization of expenditures for the 2023-2024 fiscal year have not yet been received.

UPCOMING EVENTS OF IMPORTANCE:

July 17 – Forest Management Subcommittee meeting (5:30pm; Loutit Library, Program Room B)

PUBLIC COMMENT: None

ADJOURNMENT: Meeting adjourned 7:16pm

NEXT MEETING: August 20, 2024 @6pm

Duncan Park Commission – July 16, 2024; Regular Meeting; 6:00pm

Grand Haven City Hall, Council Chambers, Grand Haven, MI

APPROVED MINUTES RESPECTFULLY SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Elizabeth", written in a cursive style.

DUNCAN PARK COMMISSION, SECRETARY