

**CALL TO ORDER:**

COMMISSIONERS PRESENT: Joe Middleton, Elizabeth Pool, Mike Poort, Georgette Sass,  
CITY LIAISON: Derek Lemke

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

**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:** Motion by Pool to approve minutes; second Sass; **Passed.**

**AGENDA**

NEW BUSINESS:

- A. **Discussion** – The Lakeshore Visual Arts Collective will be using Duncan Park for their *A Walk in the Woods* show and sales event on September 22 from 1-4pm. This is a good opportunity for the Duncan Park Commission to engage patrons and solicit help at our volunteer events. In the past we have had a table at the beginning of the “walk”. **Outcome** – DPC will identify commissioners to man the table at the event and at specific times. **Suggested Motion** – none needed.
- *The artists will enter through the parking lot gate and exit through Lake Street after the event. Please make sure artist park on the road. We will open the parking lot gate at noon. Pool, Sass and Port to be present to start the event; Williams to close the event.*
- B. **Discussion** – The Duncan Park Commission has its second volunteer opportunity of the fall season on October 5 (DP October events). Suggested projects include continued improvements to the flower beds at the front gate (additional plants), removal of invasive plants, trail maintenance and woody debris/infrastructure cleanup (continuation of Day of Caring work). It is suggested that with sufficient turn out, 1-2 commissioners could head up specific project crews. **Outcome** – DPC will identify priorities for the volunteer event. **Suggested Motion** – October 5 event will focus on invasive species removal, trail maintenance and woody debris/infrastructure cleanup.
- Volunteers will focus on infrastructure clean-up to include cleaning up the park benches throughout the park as well as pulling invasives and picking up trash. Poort and Sass to manage volunteers.*
- C. **Discussion** – There have been expenditures that DPC needs to approve. These include, but may not be limited to the following:
- a. Day of Caring Expenditures for soil and mulch (\$306.40)  
*Motion by Pool to approve Day of Caring expenditures for soil and mulch at the cost of \$306.40; second Poort; **Passed.***
  - b. Requested Signs from Chuck Olmstead Signs (to be received)  
*Motion by Poort to approve expenditures up to \$150 for brochures and advertising for October events; second Sass; **Passed.***
  - c. Final reimbursement to Ethan Hoffmeyer for work on the Lake St gates (his receipts are available on [Google Drive](#)).  
*Motion by Poort to reimburse Ethan Hoffmeyer \$583.26 for the Lake Street gate Boy Scout project; second Sass; **Passed.***

OLD BUSINESS:

**Duncan Park Commission – September 17, 2024; Regular Meeting; 6:00pm**

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

A. **Discussion** –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 soon. The current lineup of events

- October 5 Volunteer Event (10am)
- October 12 Audubon-led Bird Walk by members of the Owashtanong Islands Audubon Society (9am)
- October 17 (date update) Dr. Wallace Ewing lecture at the Tri-Cities Museum, 6:30pm.
- October 26 Fall Color Drive 11am-5pm

**Outcome** – DPC will discuss the planned October events, identifying specific tasks to be carried out by commissioners. **Motion(s) to be generated.**

COMMISSIONER’S REPORTS: *These are limited in scope, representing a report of activities relevant to Duncan Park and DPC. These will be limited to 3 minutes. Discussions or actions that require detailed consideration or a vote should be placed as an agenda item under NEW BUSINESS.*

Georgette: Jean Madden to send written report from the Wildtype Ecological Services (Mason, MI). Reminder that Murielle Garbarino (WMCISMA) will be conducting the HWA survey during the month of October.

Mike: The Day of Caring crew did a great job. The Sprinklers are on a 15 min Am/Pm schedule. The sprinkler timer in the main park is turned off at this time.

Beth: Please distribute the invitation signs to the October events.

CITY LIAISON REPORT: THERE IS A PLAN TO CONNECT THE WATER MAIN ON TAYLOR TO THE WATER MAIN ON DUNCAN COURT.

TREASURER REPORT: June financial reports with finalization of expenditures for the 2023-2024 fiscal year as well as July and August statements were provided with this agenda and posted on our Google Drive.

UPCOMING EVENTS OF IMPORTANCE:

September 22 – LVAC “Walk in the Woods”, 1-4pm

October 10 - Sustainability and Energy Commission, City Hall at 6:00pm

**PUBLIC COMMENT: NONE**

**ADJOURNMENT: 7:13PM**

**NEXT MEETING:** October 15, 2024 @6pm

APPROVED MINUTES RESPECTFULLY SUBMITTED BY:



DUNCAN PARK COMMISSION, SECRETARY