

**CALL TO ORDER:**

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

**APPROVAL OF AGENDA:** Motion by Pool to approve agenda; second Williams; **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 Poort to approve September 17 minutes; second Sass; **Passed.**

Motion by Williams to approve September 25 minutes; second Poort; **Passed.**

**AGENDA**

**NEW BUSINESS:**

- A. **Discussion** – Fall tasks need to be identified and completed. It was noted at the last event in the park that water had already been turned off. The removal of water for the system is set for after November 1. Tables will also need to be put away. And finally, West Michigan Ground Services (WMGS) as asked if we would like to have the grass aerated and overseeded.

**Outcome** – DPC will identify tasks and who will complete. **Suggested Motion** – Duncan Park Commission requests WMGS to aerate and reseed the lawn areas as well as move tables to the caretaker shed prior to this work.

*No motion at this time. Sass will ask WMGS to clean up the leaves in the common area and drive then disperse the leaves (as opposed to dumping them in a pile) before the fall drive thru and the first snow fall.*

- B. **Discussion** – The Duncan Park Commission must set its 2025 meeting calendar, vote on the calendar and report this to the city clerk. DPC should weigh the benefits of returning to a twice monthly meeting as well as proactively identifying meeting times that are unlikely to generate a quorum and adjust the calendar accordingly. Commissioners who are not available to attend events may still be able to make meaningful contributions in the setting of a regular meeting.

**Outcome** – Consensus to be generated with respect to meeting calendar. **Suggested Motion** – to be generated.

*Motion by Sass to meet the third Tuesday of each month during the 2025 calendar year; second Williams; **Passed.***

- C. **Discussion** – The need for the addition of Rain Date information became apparent during the latest Lakeshore Visual Arts Collective event in the park. To streamline the DPC involvement in such an eventuality, the Use Permit has been updated to include the request for a Rain Date and to make clear that any communications about an event in the park must be made directly with commissioners once it has been approved. **Suggested Motion** – Duncan Park Commission approves the updated Use Permit.

*Motion by Sass to approved the updated Use Permit to include an optional added rain date and request that all related communication for approved events go through the Duncan Park Commission; second Poort; **Passed.***

- D. **Discussion** – Duncan Park was the beneficiary of two recent ecological site visits. **Outcome** – Consensus to be generated with respect to meeting calendar. **Suggested Motion** – to be generated. Jean Madden (SEC Forestry Subcommittee) indicated she will share the ecological restoration site visit report from Bill Schneider of Wild Type Natives (not yet provided). The report on invasive species completed by WMCISMA Coordinator Murielle Garbarino for the park is posted in our Google folder. Dr. Locher generated a map from the shape file she

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provided (attached to the email agenda). As is typical with invasives, they're most prevalent along park boundaries indicating transmission from neighbor landscapes and people walking (along roads). Canada thistle is probably bird/animal dispersal. Garlic mustard would not be detectable for a fall inventory. The DPC should be spending more time in the park removing these invasive species. **Outcome** – Generate a plan to remove invasive species. **Suggested Motion** – Commissioners identify \_\_\_\_\_ to remove priority invasives.

*No motion made.*

- E. **Discussion** – The gift of Duncan Park by Martha Duncan is valued by all citizens. The Duncan's grave site is just outside of the park but is currently neglected and rather obscure to the casual visitor of the park. How could the DPC play a role in bringing new light to the Duncan gravesite? With whom should we engage in this endeavor? **Outcome** – Begin the discussion to improve visibility and quality of the Duncan gravesite. **Suggested Motion** – to be generated.

*No motion made. Discussion will continue at next DPC meeting.*

**OLD BUSINESS:**

- 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.

- October 5 Volunteer Event (10am) **Thanks to K Fase who helped remove Oriental Bittersweet, move woodchips and plant 40 bulbs at the kiosk.**
- October 12 Audubon-led Bird Walk by members of the Owashtanong Islands Audubon Society (9am) **Thanks to L. Garris who provided new insights for those who attended about the winged inhabitants of Duncan Park!**
- Thursday, October 17 Dr. Wallace Ewing lecture at the Tri-Cities Museum, 6:30pm.
- Saturday, October 26 Fall Color Drive 10am-5pm

**Outcome** – DPC will discuss the remaining October events, identifying individual commissioner's commitments. **Motion(s) to be generated.**

*No motion at this time.*

**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.*

**CITY LIAISON REPORT:** Derek is going to reach out to possible donors to see if there is a donor interested in sponsoring a ADA picnic table in Duncan Park.

**TREASURER REPORT:** September financial reports were provided with this agenda and posted on our [Google Drive](#).

**UPCOMING EVENTS OF IMPORTANCE:**

Forestry Subcommittee Meets in November

SEC meets Thursday November 14- Dr Ali Locher will be a presenter.

**PUBLIC COMMENT: NONE**

**ADJOURNMENT: 7:13PM**

**NEXT MEETING:** November 19, 2024 @6pm

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APPROVED MINUTES RESPECTFULLY SUBMITTED BY:

A handwritten signature in black ink, appearing to read "Elizabeth Wood". The signature is written in a cursive, flowing style with large, connected letters.

DUNCAN PARK COMMISSION, SECRETARY