

**CALL TO ORDER:**

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

CITY LIAISON: Michael England, Ashley Latch

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

**APPROVAL OF MINUTES: Poort motioned to approve January minutes; Second Sass; approved, Pool motioned to approve February minutes. Second Sass; approved**

**AGENDA**

**NEW BUSINESS:**

- A. **Discussion** – Superintendent Perkowski of Grand Haven Area Public Schools is an invited speaker (email communication of invitation and response on [Google Drive](#) and attached to email sent with this agenda). She will be available to answer questions from the Duncan Park Commission (DPC) related to a possible submission of a Use Permit on behalf of GHAPS. Mary A White elementary school as our neighboring property had been using Duncan Park without a Use Permit. It was communicated to GHAPS (Sass) that continued use of Duncan Park in any capacity would require a Use Permit. This property will now become a nature-based early learning center in collaboration with the Outdoor Discovery Center. **Outcome** – Commissioners need to understand exactly what use is desired by GHAPS for this program. **Suggested Motion** – No motion at this time as no Use Permit has been submitted.

Present at the meeting:

Travis Williams CEO- Outdoor Discovery Network

Bob Wandel Ed Network Director Outdoor Discovery Network

Nate Bosch Architect Outdoor Discovery Network

Ben Heerspink Land Stewardship Manager Outdoor Discovery Network

Mary Jan Evink GHAPS Curriculum Director Outdoor Discovery Network

Melanie VerDuin Young-Fives teacher Outdoor Discovery Network

- B. **Discussion** – Loutit Library has submitted a Use Permit (on [Google Drive](#) and attached to email sent with this agenda). The activity requested in the park occurs June 15 – June 29, 2025. **Outcome** – DPC will discuss and vote on the Use Permit from Loutit Library.

**Motion by Sass to approve use of Duncan Park for a Storybook Walk in June 2025. Second Williams; Approved 5-0**

- C. **Discussion** – West Michigan Ground Services responded to our request to amend their 2025 contract to . **Outcome** – Duncan Park Commission will identify how routine lawn and spring/fall clean-up of the park will be handled for 2025.

**Motion by Poort to approve the 2025 contractual relationship with West Michigan Ground Services for work in the park. Second Williams; Approved 5-0**

**OLD BUSINESS:**

- A. **Discussion** – Duncan Park rules/guidelines and their enforcement was discussed at the January 2025 meeting. Updates on signage and installation of a front gate in the park to be

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

provided by commissioners. **Suggested Motion** – Specific motion to be generated based on discussion.

**Poor motion to request Michael England to provision two 10mph signs and one curve sign. Second: Sass; approved 5-0**

- B. **Discussion** – The Duncan Park Commission 2025 fellowship to engage students in a paid, supervised activity to benefit the park has been advertised. Updates on progress will be provided. **Suggested Motion** – to be generated as needed.

**No applications submitted 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: WAITING ON STATE TO APPROVE WATER MAIN PROPOSAL THAT WILL AFFECT DUNCAN PARK. WILL FOLLOW-UP ABOUT SIGNS AND LOCKING UP THE PARK AT NIGHT.

TREASURER REPORT: March financial documents are posted on our Google Drive and attached to the email sent with this agenda.

UPCOMING EVENTS OF IMPORTANCE: CANCELED March 3 (7:00 - 7:30pm; City Hall) Michigan DNR experts Chad Stewart (Deer, Moose, and Elk Specialist) and Nik Kalejs (Wildlife Biologist) will present drone flyover data and street counts of Grand Haven deer at the City Council Work Session

Volunteer Day is April 19

Earth Day Event: April 26

**PUBLIC COMMENT:**

**ADJOURNMENT: 7:45PM**

**NEXT MEETING:** April 15, 2025 @6pm

Approved minutes respectfully submitted by:

A large, stylized handwritten signature in black ink, which appears to read "Elizabeth Pool".

Elizabeth Pool