

Duncan Park Commission
Meeting Minutes
January 15, 2019
City Manager's Conference Room, Grand Haven City Hall
519 Washington Ave., Grand Haven, MI 49417

The meeting was called to order at 7:00 p.m.

Commission members:

Present: Roger Cotner, Clint Lucas, Mark Wierenga, Georgette Sass

Absent: Russ Tuuk (excused)

Others: City Liaison Matt Wade, Council Member Dennis Scott, City Manager Pat McGinnis

Approval of agenda: A motion was made by Lucas and seconded by Sass to approve the January Agenda.
Motion carried 4-0

Public Comment: None

New Business:

- A) A discussion was led by Pat McGinnis, City Manager, to present the City of Grand Haven's request for reimbursement of costs and expenses of maintaining the Park from October 1, 2014, through June 30, 2018.

Funding was cut in 2014 and the City began to track the financials going forward. The City's main objective is to break even on the expenses acquired since they took over park maintenance.

- B) A discussion was led by Pat McGinnis, City Manager, to present information regarding the 2016 changes to the Duncan Park ordinance adopted by City Council.

When the ordinance was adopted by City Council, the Duncan Park Commission became a part of the Freedom of Information Act. The Commission was required to appoint five (5) members, and was required to follow the Uniform Budgeting Act and the Open Meetings Act. The Commission made it clear that any changes to the ordinance need to be presented to the Board before changes are made in the future.

- C) Discussion regarding authorization of reimbursement to the City of Grand Haven for costs and expenses of maintaining the Park from October 1, 2014, through June 30, 2018 was moved to the next meeting. No Motion was made.
- D) Moved by Wierenga, Seconded by Lucas to authorize reimbursement to Professor Ali Locher for tree tags placed in the Park in the amount of \$109.84.
Motion Carried 4-0
- E) Discussion regarding hiring a consulting arborist. (Sass)

Sass informed the Board that she believes a professional opinion is something worth paying for. Although the students do great work, a paid professional brings a different

level of expertise. Sass estimated the cost of a professional arborist consultation at \$1,750. The commission requested clarification regarding what kinds of information and support would be provided by an arborist.

- F) Discussion of the need to develop a budget for the Park covering the fiscal year 7/1/18 through 6/30/19 was moved to the next meeting.
- G) Discussion of the need to develop a budget for the Park covering the fiscal year 7/1/19 through 6/30/20 was moved to the next meeting.
- H) Discussion of whether the Park should subcontract with the City of Grand Haven for essential services going forward vs. requesting proposals for essential services from private contractors.

The Commission would like to do some analysis on other options in the future, possibly using an outside contractor. They will more than likely stay with the City through 6/30/19.

Approval of Minutes

- a. 12/18/18 meeting
Moved by Sass, Seconded by Lucas
Motion carried 4-0

Report regarding Park Maintenance:

Wade spoke about regular maintenance being conducted in Duncan Park.

Old Business:

- a. Exclosure update – Gather proposals in Spring of 2019.

The next meeting will be February 19, 2019 at 7:00 p.m. in the City Manager's Conference Room.

Meeting adjourned at 8:38 p.m.