

**MINUTES**  
**PENINSULA TOWNSHIP PARK COMMISSION**  
**SPECIAL MEETING**  
**PENINSULA TOWNSHIP CONFERENCE ROOM**  
**January 30, 2018, 9am**

**1. Call to Order** at 9 AM by Griffiths, Chairperson

**2. Pledge of Allegiance**

**3. Roll call:** Present--Griffiths, Atkinson, Snow, Skurski      Absent: Cornell (excused)

**4. Approve Agenda** Motion to approve agenda by Griffiths. Second Snow      **PASSED UNAM**

**5. Brief Citizen Comments** None

**6. Conflict of interest** None

**7. Consent Agenda**

A. Approve minutes of 1/3/18 and 1/8/18

**Action-Motion** Skurski made a motion to approve minutes. Atkinson second. **PASSED UNAM**

**8. Business**

A. Public Review and Comment on Draft Parks & Recreation Plan-VanDenBrand

VanDenBrand: The Park Commission approved the 5-Year Draft. The Township Board had some concerns. Primarily, these are grammatical corrections. The board wanted to see in the Appendices the Pelizzari Plan, the Bowers Harbor Expansion Plan, and essentially that you have followed the approval process, which you have. You have already had public comments in November, 2017 and approved the plan in December, 2017.

Atkinson: So the correction that were recommended were statistical, some grammatical errors, and the page numbers.

Heller: I should have asked this in the citizen comments. How many of you have actually read the document?

Atkinson: We all have.

Peninsula Township Park Commission  
Lola Jackson, Recording Secretary  
Joanne Westphal, Editor

Heller: The impression is that the Park Commission did not read the document due to the errors. Laura read it, and I read it, and did not catch these errors. When you cut and paste, did you have overlapping information? None of us caught it. This is an important question. Before the final document is released, you need to get it to everyone and we need to really edit this so you come off as professionals.

VanDenBrand: My plan is to make those corrections and present them tomorrow at a 9 am work session with the board. If this is satisfactory with the board, they could call a special meeting to approve the document. The board needs 18 hours to give notice for a meeting. There is a high priority to get this plan approved. I encourage all of you to come. For now you want to begin prioritizing your grant applications as those are due April 1, 2018.

(Bob Wilkinson arrives at the meeting at 9:15 AM)

**Action-Motion** Snow makes a motion to accept the Township Board's recommendations for grammatical corrections and to include in the Appendices, the Pelizzari Plan and the Bowers Harbor Expansion Plan. Skurski second.

Skurski, Snow, Atkinson: Yes                      Griffiths: No                                      Passed 3/1

VanDenBrand: The plan needs to be submitted to the DNR by March 1, 2018, and grants have a deadline of April 1, 2018. The DNR has a priority on trails-this could be land or water trails- and acquisition of Lake Michigan property. I think we could team up with the DNR to partner on Haserot Park and Kelly Park improvements, a lighthouse grant partnership for the vault toilets, or Bowers Harbor Park improvements to benefit and act as a staging area for the trail road races. Multiple grant requests need to be prioritized as 1, 2, 3 and probably not all will be funded. You need to publicize this information to the constituents and this might require a 30 day review period.

B. Commission will plan budget for this year- Skurski

Commissioners worked on the 2018 budget plan. Each line item in the budget was discussed. Detailed dialogue occurred regarding each park and specific needs are described on the budget document that is posted along with these minutes.

**Action-Motion** Atkinson moves that the budget be approved. Snow second. **PASSED UNAM**

**9. Citizen Comments** None

**10. Board Comments** None

**11. Adjourn** At 12:45 Snow moved to adjourn. Griffiths second. **PASSED UNAM**

Respectfully submitted  
Lola Jackson, Recording Secretary