

BOWERS HARBOR PARK EXPANSION COMMITTEE

Committee Meeting

June 27, 2016

Meeting called to order at 2:00 p.m.

Present: Shipman, Chair; Reardon, Rosi, Foote, Swift, Snow, Havenga

Approve Agenda

Motion: Snow/Havenga to approve the agenda. MOTION PASSED.

BRIEF CITIZEN COMMENTS – FOR ITEMS NOT ON THE AGENDA

None

CONFLICT OF INTEREST

None

CONSENT AGENDA

Motion: Reardon/Swift to approve the consent agenda. MOTION PASSED.

BUSINESS

A. Discuss planning proposals and recommendation to Park Commission

Discussion regarding due diligence to ensure each firm had provided equivalent proposals. Discussion about understanding that should Gourdie Fraser be engaged, there would not be a conflict of interest.

The two solicited proposals were discussed further including strengths and weaknesses. Shipman to provide Beckett & Raeder with Gourdie Fraser proposal since Gourdie Fraser had opportunity to review the Beckett & Raeder proposal.

MOTION: Swift to recommend to the Park Commission to proceed with planning firm Beckett & Raeder for park expansion planning. Second by Reardon with amendment that the procurement policy for the township be consulted to ensure compliance and that the park commission be provided with full disclosure on the decision making process of the committee. MOTION PASSED

B. Review site visit

The site visit to the property on Monday, June 20, 2016 was reviewed, including observed encroachments.

Township legal counsel is being consulted with regard to encroachments. Position of road easement was discussed. Foote to review easement description for additional detail, because the easement is not delineated on the survey drawing. Reardon to ask township assessor if it is possible to map the road easement .

A possible follow-up site visit for Thursday was discussed. Shipman to consult the Clerk regarding methods for accommodation of people with disabilities who would like to attend if a public site visit is held, as many parts of the expansion property are difficult to access.

C. Discuss postcard

Reardon provided draft adjacent neighbor postcard language for review and is looking into cost of peninsula-wide mailing for a public input postcard mailing.

CITIZEN COMMENTS

None

COMMITTEE COMMENTS

None

MOTION: Havenga/Swift to adjourn the meeting at 3:00 p.m. MOTION PASSED

Respectfully Submitted,

Susie Shipman,
Peninsula Township Park Commission

These minutes stand to be approved at the next meeting of the BHP Expansion Committee.