

PENINSULA TOWNSHIP PARK COMMISSION

Special Meeting

Township Conference Room

June 28, 2016—4:00 p.m.

Meeting called to order at 4:00 PM

Roll Call: **Shipman, Griffiths, Sanders** – Chair; Excused: **Skurski**

Absent: **Andrus**

Approve Agenda

Motion: Griffiths/Shipman

Passed Unan

Brief Citizens Comments – for items not on Agenda

Nancy Heller 3091 Blue Water Rd: Requested hand out and packet information prior to committee meetings. Asked about design firm for BHP Expansion. How does/will the firm know what to design? Site visit should accommodate for accessibility. Waiting for response from planner/clerk on regulations re: site visit accessibility. What is the rush for public input? Is it because of the summer season?

Conflict of Interest

None

Business

A. Planning recommendation from BHP Expansion Committee

Shipman: Committee formed, discussed initial drawing from 2013 by Beckett and Raeder (B/R), Spoke with Planner about planning budget. Requested \$14,000, received funding from Town Board. Requested scope of services from B/R. Requested same scope of services from Gourdie-Frasier (G/F). G/F did not submit a clear plan. Committee met 6/27/2016 to review both proposals. Same cost from both G/F and B/R for same services. **Shipman:** B/R has a great service record. **Griffiths:** B/R has a history of similar projects. **Shipman:** B/R will be utilizing G/F when needed. **Heller** (3091 Blue Water Rd): need to plan for continuation post township election.

Motion: Shipman/Griffiths to contract with Beckett Raeder for Phase I of Bowers Harbor Park (BHP) Expansion Project for a cost of \$4,980.

Passed Unan

Once contract signed with Beckett and Raeder work is to commence week of July 5, 2016.

Motion: Shipman/Griffiths to authorize Park Commission Chair and/or Vice Chair to sign the Beckett-Raeder Contract.

Passed Unan

B. RFP for Hessler Log Cabin

Griffiths: Unsealed bid, only bid, from M&M Log (Mike Lautner). Bid was compliant with RFP. Total project big \$19,900 (\$2,000 down at award of contract and \$10,000 due at start of project). Only issue is that M&M did not attend mandatory site visit. **Sanders:** will request legal suggestion pertaining to site visit and contract compliance.

Citizen Comments

Heller (3091 Blue Water Rd) requests Shipman to provide Due Care plan of Bowers Harbor Park Expansion.

Which fund does the Big John money go to? Is it in Parks General?

Snow (10605 Bluff Rd) requests a hand out of aerial photo of BHP Expansion with property encroachments.

Board Comments

Griffiths requests access to wifi for Township Hall for all in attendance and a projector for all meeting materials at all Township meetings.

Snow/Shipman discussed arranging a re-design committee meeting.

Shipman made aware of 5/10 year park plans to include toilets and playground equipment

Sanders applauds the efforts by Shipman and the entire BHP Expansion Committee

Adjourn

Motion: Griffiths/Shipman

Unan

Meeting Adjourned at 5:07 PM

Respectfully Submitted by Maura Sanders, Peninsula Township Park Commission - Chair