

rks Commission Expenditure Report - Approved Invoices

Sept 7 2016

cs/Mas/BHP/Ar/B/Fund # Acct # Invoice # Pay to Amount Other Than Invo NOTE BUDGET YEAR Budget Yr Total

Date	Fund #	Acct #	Invoice #	Pay to	Amount	Other Than Invo	NOTE BUDGET YEAR	Budget Yr Total
8/1/2016	208	967 BHF	2016404	Beckett & Raeder	\$996.00			
8/9/2016	208	30.000	INV-00004108	GT Grandstands	\$34.00			
8/18/2016	208	30.000	3456	Snider Recreation Inc	\$539.09			
	208	67.000						
	208	67.000						

Subtotal \$1,569.09

gler Log Home Fund # Acct # Invoice # Pay to Amount

Date	Fund #	Acct #	Invoice #	Pay to	Amount
	213				
	213				

Subtotal

Wherry House Fund # Acct # Invoice # Pay to Amount

Date	Fund #	Acct #	Invoice #	Pay to	Amount
	215				

Subtotal

House Fund Dep # Acct # Invoice # Pay to Amount

Date	Fund #	Dep #	Acct #	Invoice #	Pay to	Amount
7/29/2016	508	726		984406	DeWeese Hardware	\$82.94
8/17/2016	508	726		985688	DeWeese Hardware	\$24.96
8/6/2016	508	726		2246	Sam's Club - Township CC	\$163.78
8/4/2016	508	726		436	Gordon's Food Service - Township CC	\$68.84
8/6/2016	508	726		54681	Staples - Township CC	\$17.82
	508	181.000				

Subtotal \$ 358.34

House Gift Sho Dep # Acct # Invoice # Pay to Amount

Date	Fund #	Sho	Dep #	Acct #	Invoice #	Pay to	Amount
8/22/2016	509			27.000	1326	Nestled Pines Woodworking	\$485.20
8/10/2016	509			27.000	80338	T R McTaggart Resort Apparel & Gifts	\$524.63
8/29/2016	509			27.000	2016-2	Laura Johnson	\$175.00
8/20/2016	509			27.000	144	Aubriate V Hope Photography	\$144.00
7/5/2016	509			27.000	2016-1	Anne Griffiths	\$105.00
4/28/2016	509			27.000	70165	T R McTaggart Resort Apparel & Gifts	\$1527.49
8/18/2016	509			27.000	48650	Avery Color Studios	\$241.55
8/24/2016	509			27.000	2246	Ginger Schultz	\$27.96

Subtotal \$3,230.83

Total Expenditures \$5158.26

Approval: _____ Date: August 3 2016

note \$575.49 shipping

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NOTE BUDGET YEAR Budget Yr Total

IBHP/AR/BF	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount	Other Than Invol
2016	208	967.BHI	2016404	Beckett & Reeder	Bowes Harbor Expansion Analysis	\$996.00	
2016	208	330.000	INV-00004108	GT Grandstands	Bench parts	\$34.00	
2016	208	330.000	3456	Snider Recreation Inc	Tire swing and attachment, shipping	\$539.09	
	208	367.000					
	208	367.000					
total						\$1,569.09	
og Home	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount	
213	213						
213	213						
total						Amount	
by House	Fund #	Acct #	Invoice #	Pay to	For the purpose of	Amount	
215	215						
215	215						
total						Amount	
ise Fund	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount	
508	508						
2016	508	726	984406	DeWeese Hardware	Paint, painting supplies fan	\$82.94	
2016	508	726	985688	DeWeese Hardware	mouse traps	\$24.96	
2016	508	726	2246	Sami's Club - Township CC	cupcakes - LH Day	\$163.78	
2016	508	726	436	Gordon's Food Service - Township CC	Plates, paper products - LH Day	\$68.84	
2016	508	726	54681	Staples - Township CC	Plastic Film - LH Day	\$17.82	
	508	381.000					
total						\$ 358.34	
Gift Sho	Dep #	Acct #	Invoice #	Pay to	For the purpose of	Amount	
509	509						
2016	509	727.000	1326	Nestled Pines Woodworking	Wood Ornaments	\$485.20	
2016	509	727.000	80338	T R McTaggart Resort Apparel & Gifts	T shirts	\$524.63	
2016	509	727.000	2016-2	Laura Johnson	MP Lighthouse booklets 50	\$175.00	
2016	509	727.000	144	Aubriete V Hope Photography	Playing Cards - 48	\$144.00	
2016	509	727.000	2016-1	Anne Griffiths	Laura Johnson booklets - 30	\$105.00	
2016	509	727.000	70165	T R McTaggart Resort Apparel & Gifts	Fleece jackets -48	\$1527.49	
2016	509	727.000	48650	Avery Color Studios	Whalebacks - 15, magnets 100	\$241.55	
2016	509	727.000	2246	Ginger Schultz	trash bags & plastic bags	\$27.96	
	509	727.000					
total						\$3,230.83	
enditures						\$5158.26	

note \$575.49 shipping

Approval:

Date: August 3 2016

Peninsula Township Parks Commission Master Plan

Proposed Approach

Anne Griffiths, Mike Skurski - September 2016

It was thought desirable that the Peninsula Township Parks' Master Plan should be updated in recognition of the change that the recently acquired Bower's Harbor Park expansion places in the Township Parks and that the information gathered during that process can be utilized to begin a update of the Master Plan.

The team of Anne Griffiths and Mike Skurski met to discuss an outline of the approach recommended to the Parks Commission to update the Parks Commission Master Plan last up dated in 2010 after the acquisition of the Pelizzari Nature Area Park.

We reviewed the Goals, Objectives & Action Program from the 2010 Master Plan in addition to the Pelizzari Management Goals and discussed an approach to the updating of the Master Plan.

The following steps are proposed:

1. Form an **Exploration Team** composed of Anne , Mike and a Township Planning person.
2. Determine the composition of a formal **Master Plan Team** - suggestion of Exploration Team plus one member of Township Board, and three public citizens.
3. The Master Plan Update would include the following:
 - 3.1. Evaluation of Present Plan for relevancy and coverage
 - 3.2. Detailing the Parks service population, i.e. township residents, tourists, businesses, agriculture and seasonal residents and their needs and desires.
 - 3.3. Determine what services and activities Parks should provide.
 - 3.4. What costs the agreed services and activities would cost.
 - 3.5. How would services and activities budget be managed and funded.
 - 3.5.1. Expenses
 - 3.5.2. Capital requirements
 - 3.5.3. Source of funding - township, Parks internal (lighthouse, others) & fund balances
 - 3.6. The appropriate level of Parks fund balances.
 - 3.7. The use of Advisory Boards to supplement Parks Commission knowledge base
 - 3.8. The inclusion of handicap accessible Parks and activities.

The proposed process would be split into 2 stages.

The first the Exploration Team would build an outline of the above and review with the Parks Commission for content.

Second stage will utilize Master Plan Team to lead the public input and review portion of the master Plan Update.

PENINSULA TOWNSHIP PARK COMMISSION

Regular Meeting

Township Hall

September 7, 2016--7:00 p.m.

Agenda

1. **Call to Order**
2. **Pledge**
3. **Roll Call**
4. **Approve Agenda**
5. **Brief Citizens Comments – for items not on Agenda**
6. **Conflict of Interest**
7. **Consent Agenda**

Any member of the Board, staff, or the public may ask that any item on the Consent Agenda be removed and placed elsewhere on the agenda for full discussion.

- A. Correspondence (as provided in packet)
 - B. Approve Minutes – July 6, 2016 Regular Meeting, August 10, 2016 Special Meeting, August 18, 2016 Special Meeting
 - C. Treasurer's Report
 - D. Invoice List Approval
8. **Business**
- A. Devil's Dive Half & 5K --Siderman
 - B. Update Long Term Planning Update--Skurski
 - C. Maintenance Report /Wilkinson Contract/Mowing Subcontract--Sanders
 - D. Lighthouse Manager Report
 - E. Cub Scouts joint stewardship project with GTRLC at PNA
 - F. Hessler Log Cabin Restoration Schedule
 - G. Update Bowers Harbor Expansion --Shipman
 - H. Tree planting at Haserot Beach Park
 - I. Consumers re Bowers and Haserot lights

9. Citizen Comments

10. Board Comments

11. Adjourn

Peninsula Township has several portable hearing devices available for audience members. If you would like to use one, please ask the Clerk.

Anne Griffiths, Park Commission Secretary

Posted: September 1, 2016 at 9:00 am

PENINSULA TOWNSHIP PARK COMMISSION

Special Meeting Minutes

Township Offices Conference Room

August 10, 2016 8:00 AM

Meeting called to order at 8:00 AM

Present: Sanders, Chair; Griffiths

Excused: Griffiths

Absent: Andrus

The meeting was cancelled due to quorum not being met with the absence of Andrus

Business

A. Decision on Rebid vs. Mihm Bid for Lighthouse Grant

Citizen Comments *Nancy Heller 3091 Blue Water Rd* Disappointed that Jon Andrus came for the meeting and then left prior to quorum being met.

Board Comments Sanders disappointed that Jon Andrus came for the meeting and then left prior to quorum being met.

Adjourned: 8:05 AM

Respectfully Submitted,

Maura Sanders, Chairperson Peninsula Township Park Commission

PENINSULA TOWNSHIP PARK COMMISSION

Special Meeting Minutes

Township Offices Conference Room

August 18, 2016 4:30 p.m.

Meeting called to order at 4:35 PM

Present: Sanders, Chair; Shipman, Skurski

Excused: Griffiths

Absent: Andrus

Approve Agenda Shipman/Skurski Motion Passed 3/0

Brief Citizens Comments – for items not on Agenda None

Conflict of Interest None

Business

A. Decision on Rebid vs. Mihm Bid for Lighthouse Grant

Discussion on oversight of the project. Project to be managed by **Ginger Schultz** (Lighthouse Manager), **Bob Wilkinson** (Contracted Maintenance Employee) and **Maura Sanders** (Park Chair). **MOTION: Skurski/Shipman** to award Mihm Contracting a portion of the current Lighthouse Grant restoration contract up to \$60,000 for work to be completed by 12/31/2016 for the following: re-grading and sidewalk restoration, keepers dwelling and the storage building. Please see April 1, 2016 proposal for bid from Mihm Contracting (attachment A). **Motion Passed Roll Call Vote 3/0**

Citizen Comments *Nancy Heller 3091 Blue Water Rd* Requests that the public is notified via Township webpage, Lighthouse Facebook page when the work commences.

Board Comments **Skurski** requests clarification on revenue vs. spending entries for the Lighthouse. **Skurski** will consult with **Ginger Schultz**, LH Manager, for accuracy of input.

Shipman will provide update and information on the lawn mowing portion of the Parks Maintenance Contract with **Bob Wilkinson** at the September regular meeting. Park Commission will check on the status of sub-contractor liability and insurance coverage.

Adjourn MOTION: Shipman/Skurski Motion Passed and meeting adjourned at 5:00 PM

Respectfully Submitted,

Maura Sanders, Chairperson Peninsula Township Park Commission

PENINSULA TOWNSHIP PARK COMMISSION

Special Meeting Minutes

Township Offices Conference Room

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Present: Sanders, Chair; Griffiths

Excused: Griffiths

Absent: Andrus

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Board Comments Sanders disappointed that Jon Andrus came for the meeting and then left prior to quorum being met.

Adjourned: 8:05 AM

Respectfully Submitted,

Maura Sanders, Chairperson Peninsula Township Park Commission

Peninsula Township Special Event Application

Please fill this application out completely, read the attached documents, and sign and date at the bottom.

- 1. Applicant: Name Daniel Sideman (Troyer City Track Club)
Address: PO Box 4026
TL, MI 49649
Phone Number(s) 231 492 6023
Email address race@troyer-city-shoremarathon.org
- 2. Date of Your Event 10-29-16
- 3. Type of Event Race Race
- 4. Number of People You Are Expecting less than 200
- 5. Park You are Requesting to Use Devil's Dive field
- 6. Will you be bringing in tables, chairs, etc? yes no
- 7. Please Describe any Other Details of Your Event :
This is a second year road race that we stage on the field
at Devil's Dive which means we start and finish on the field,
allow parking, and have porta johns on the field

8. Read the attached information specific to the Park that you are requesting to use and the attached Peninsula Township Park Regulation Ordinance No. 5.

I have read Ordinance No. 5 and the specific regulations regarding Bowers Harbor Park / Mission Point Lighthouse Park (circle one) and agree to the terms therein.


Applicant Signature

8-31-16
Date

Daniel K. Sideman
Printed Name

231 492 6023
Contact Phone

For Peninsula Township Official Only	
Next Park Commission Meeting _____	
Approved / Denied (with reason)	

Chairman- Park Commission _____	_____
	Date

Old Mission Lighthouse Repair Quote

Property : Old Mission Lighthouse Repair Quote

Contact: Anne Griffiths

Date: August 29, 2016

Quote has been requested to repair two separate areas:

- 1) Lens Display Area
 - a. Take down current display facia and restructure to accommodate a better viewing area that is accessible by staff only for cleaning.
 - b. White trim currently used will be saved and reused if possible. If not new white trim will be installed.
- 2) Two Shadow Boxes
 - a. Research wall adjacent to the Lens Display to determine if hollow so that shadow boxes may be cut into the current pine siding space.
 - b. If this is possible, build out two 16X21 inch shadow boxes that are 4-5 inches deep. These will be from the bottom approximately 36 inches off the ground.
 - c. Build out shadow boxes so that they can display different items on the back wall or on a single shelf installed within each box.
 - d. Each shadow box should be trimmed out in white to allow for best viewing.
- 3) Labor – two people two eight hour days
 - a. \$15 / hr / person for an approximate total of \$480
- 4) Materials – 6- 1X4 's, 1- sheet of bead-board, glass for displays or clear velum, nails, paint, fasteners and locks as needed for an approximate total of \$87

Total Cost for the repairs is $\$480 + \$87 = \$567.00$

Because this Lighthouse is an important part of this community we are willing to provide all labor as an In-Kind donation.

Total Cost for the repairs is \$87. The work will be schedule for 6/2017. Thank you for your consideration.

Dawn Shattuck

dawn4exhale@gmail.com

928-853-4669