

Peninsula Township Invoice Approval Report

VENDOR	DESCRIPTION/DISTRIBUTION	AMOUNT
ANNE WENDLING	ZBA MINUTES <i>101-430-818.010</i> 120.00	\$120.00
AVERY MARY	MILEAGE <i>508-000-870.000</i> 73.44 <i>101-253-870.000</i> 198.72	\$272.16
CONSUMERS ENERGY	FD2 STREETLIGHT <i>206-000-926.000</i> 13.59	\$13.59
CONSUMERS ENERGY	STREETLIGHTS <i>101-000-226.010</i> 10.86 <i>101-265-926.000</i> 18.02 <i>101-265-926.000</i> 29.41 <i>101-000-226.000</i> 14.70 <i>101-000-226.075</i> 19.27 <i>206-000-926.000</i> 10.45 <i>101-265-926.000</i> 10.45 <i>208-751-926.000</i> 41.82 <i>101-000-226.030</i> 10.45 <i>101-000-226.040</i> 10.45 <i>101-000-226.060</i> 146.37 <i>101-000-226.070</i> 10.45 <i>206-000-926.000</i> 12.94 <i>101-265-926.000</i> 12.99	\$358.63
CONSUMERS ENERGY	OCT 2016 SWANEY STREETLIGHTS <i>208-751-926.000</i> 20.13	\$20.13
CONSUMERS ENERGY	OCTOBER 2016 TOWNHALL STREETLIGHT <i>101-265-926.000</i> 27.20	\$27.20
CONSUMERS ENERGY	OCTOBER 2016 BHP STREETLIGHT <i>208-751-926.000</i> 22.41	\$22.41
ENGINEERED PROTECTION SYSTEMS	ALARM MONITORING <i>508-000-818.000</i> 126.69	\$126.69
GOURDIE-FRASER, INC	VINEYARD RIDGE ENGINEERING SERVICES <i>701-000-967.VYR</i> 1,320.00	\$1,320.00
GOURDIE-FRASER, INC	HARBOR REACH DRIVE DRAINAGE ISSUE <i>101-400-818.000</i> 120.00	\$120.00
GOURDIE-FRASER, INC	THE 81 ON EAST BAY <i>101-400-818.000</i> 1,635.00	\$1,635.00

VENDOR	DESCRIPTION/DISTRIBUTION	AMOUNT
GOURDIE-FRASER, INC	LOGAN HILLS-MAPLE TERRACE SAD <i>101-101-967.LHB</i> 480.00	\$480.00
GOURDIE-FRASER, INC	OME-BRAEMAR SAD <i>101-101-967.BMR</i> 2,400.00	\$2,400.00
GT COUNTY TREASURER	JULY, AUGUST AND SEPTEMBER MTT BOR ADJUSTMENTS <i>101-101-961.000</i> 161.00 <i>206-000-961.000</i> 267.60 <i>207-000-961.000</i> 31.63 <i>297-000-961.000</i> 439.55 <i>212-000-961.000</i> 115.46	\$1,015.24
GT COUNTY TREASURER	WATER AND SEWER SYSTEM SERIES 2003 FUND 336 <i>591-000-250.000</i> 55,186.24	\$55,186.24
GT COUNTY TREASURER	WATER AND SEWER SERIES 2003 FUND 336 <i>590-000-250.000</i> 13,796.56	\$13,796.56
GT COUNTY TREASURER	OCTOBER 2016 SERIES 2004 FUND 339 <i>590-000-250.000</i> 42,169.05	\$42,169.05
GT COUNTY TREASURER	SERIES 2004 FUND 339 <i>591-000-250.000</i> 12,595.95	\$12,595.95
GT COUNTY TREASURER	WASTEWATER FUND 334 <i>591-000-250.000</i> 3,327.25	\$3,327.25
GT COUNTY TREASURER	WASTEWATER FUNDS 334 <i>590-000-250.000</i> 160.43	\$160.43
RECORD EAGLE (PUBS)	SEPT 2016 PUBS <i>101-410-900.000</i> 125.00 <i>101-430-900.000</i> 113.75 <i>101-101-900.000</i> 117.00	\$355.75
THE BANK OF NEW YORK MELLON TRUST	PEN TWP 2009 LTGO BONDS <i>212-000-995.000</i> 10,218.75	\$10,218.75
TOBIN & CO., P.C.	Y/E 2016 AUDIT <i>101-101-807.000</i> 1,234.83 <i>297-000-807.000</i> 1,136.09 <i>206-000-807.000</i> 543.35 <i>208-751-807.000</i> 197.58 <i>508-000-807.000</i> 98.79 <i>509-000-807.000</i> 98.79 <i>212-000-807.000</i> 49.40 <i>225-000-807.000</i> 49.40 <i>245-000-807.000</i> 49.40 <i>298-000-807.000</i> 49.40 <i>502-000-807.000</i> 49.40 <i>207-000-807.000</i> 49.40	\$3,605.83
TOBIN & CO., P.C.	Y/E AUDIT WATER <i>591-000-807.000</i> 543.35	\$543.35

VENDOR	DESCRIPTION/DISTRIBUTION	AMOUNT
TOBIN & CO., P.C.	Y/E 2016 AUDIT SEWER	\$790.32
	<i>590-000-807.000</i>	<i>790.32</i>
WINDEMULLER	BHP ELECTRICAL	\$735.70
	<i>208-751-930.000</i>	<i>735.70</i>
	Total:	\$151,416.23



SUMMIT TREE SALES

REPRESENTING THE COUNTRY'S FINEST NURSERIES

October 6, 2016

Peninsula Township:

I am writing to confirm that Todd Oosterhouse/Bonobo Winery has initiated the process of ordering cider variety apple trees. He has ordered 600 trees total. The varieties requested were sold out for 2017, but they have been placed on order for the 2018 crop year.

What he is receiving in 2018 is as follows:

200 Roxbury Russet on Geneva 41[®] rootstock
200 Dabinett on Geneva 935[®] rootstock
200 Kingston Black on Geneva[®] 41 rootstock

Please contact me if you have any questions at matt@summittreesales.com or by phone at 800.424.2765.

Sincerely,

Matthew Schuld, Sales
Summit Tree Sales

55826 60th Avenue
Lawrence, Michigan
49064-9716

1.800.424.2765
(269) 674.8866
(269) 674.3758 fax
Lawrence, Michigan
49064-9716



SUMMIT TREE SALES
 REPRESENTING THE COUNTRY'S FINEST NURSERIES

Customer Order Notification

Sold To: **BONOWI
 TODD OOSTERHOUSE
 BONOBO WINERY
 12011 CENTER RD
 TRAVERSE CITY, MI 49686**

Ship To Via: **BEST WAY
 TODD OOSTERHOUSE
 BONOBO WINERY
 12011 CENTER RD
 TRAVERSE CITY, MI 49686**

Sales Person: **Matt Schuld**

Order Nbr: **14084**

CropYear: **2018**

Supplier: **HERITAGE CIDER SUPPLY**

Order Date: **10/6/2016**

Req Ship Date:

Cell Phone 1 (231) 383-5118

Deposit: **\$4.00 per tree**

Cell Phone 1

Cell Phone 1

Email Address **todd@bonobowinery.com**

Qty	Size Preferred	Size Sub Category	Variety	Rootstock	Order Type	Variety Royalty	Est Price	Estimated Extended Price
200	5/8		Roxbury Russet	Geneva® 41		\$0.000	\$13.50	\$2,700.00
200	5/8		Dabinett	Geneva® 935		\$0.000	\$13.50	\$2,700.00
200	5/8		Kingston Black	Geneva® 41		\$0.000	\$13.50	\$2,700.00
Estimated Total Order Amount								\$8,100.00

Price noted is based on the current price list and is for reference only. Actual price will be determined by quantity and size shipped and at the price list in effect at time of shipment. All pricing is FOB PUYALLUP WA. A deposit of \$4.00 per tree is required to confirm this order. Please remit to HERITAGE CIDER SUPPLY upon their request.

Price noted is based on the most current price list and is for reference only. Actual price will be determined by quantity and size shipped and at the price list in effect at time of shipment. All pricing is FOB the supplying nursery.
Contract Orders will be grown under the terms and conditions of the supplying nursery's growing agreement and pricing.
A Deposit will be required upon acknowledgment by the supplying nursery. Please remit directly to the supplying nursery at that time.

55826 60th Avenue, Lawrence, MI 49064 * Phone: (800) 424-2765 + (269) 674-8866 * Fax: (269) 674-3758

s u m m i t t r e e s a l e s . c o m



HERITAGE CIDER
EST. 2011

[Secure payments by](#)

Payment Receipt

Transaction time

Receipt ID

Total

We'll send a confirmation email to todd@bonobowinery.com. This transaction will appear on your statement as PayPal *HERITAGECID.

Paid to
Heritage Cider Supply

Shipped to
todd oosterhouse
7700 Peininsula drive
traverse city, MI 49686
United States

Your shopping cart

Description	Price	Quantity	Amount
Payment to Heritage Cider Supply for invoice 0002	\$2,400.00	1	\$2,400.00
		Item total	\$2,400.00
		Total	\$2,400.00 USD



MUTUAL FARM MANAGEMENT COMPANY, LLC
7768 CENTER ROAD
TRAVERSE CITY, MI 49686

October 10, 2016

Re: Bonobo Tree Planting Project Spring 2018

To Whom That it May Concern:

Mutual Farm Management Company, LLC. has entered into a tentative agreement to plant 600 Cider Apple trees on the Bonobo Winery and Vineyard property in the spring of 2018. Should there be any questions regarding this project please do not hesitate to contact Mutual Farm Management at 231-933-7190.

Thank you

Sincerely

Jay Budd-Manager



MUTUAL FARM MANAGEMENT COMPANY, LLC
 7768 CENTER ROAD
 TRAVERSE CITY, MI 49686

E-MAIL: MFMC@charter.net

Mr. Todd Oosterhouse
 Bonobo Winery and Vineyards
 12011 Center Road
 Traverse City, MI 49686

RE: 2018 Tree Planting

Pursuant to your request, Mutual Farm Management Company, LLC. (MFM) has prepared the following quote for the project on Old Mission Peninsula. Please note, that MFM conducts services at a time and materials basis and that the estimated costs listed below represent a "best guess" based off of other MFM planting projects of similar size and scope and that actual prices may be higher or lower based on actual hours worked on the project.

As it is MFM's understanding that we will be planting apple trees on a 20X20 spacing scheme on the property.

Layout	Estimated Hours	Rate	Estimated Cost
Vineyard Tech	5	\$35.00	\$175.00
Vineyard Tech	5	\$35.00	\$175.00
Planting			
Operator	12	\$35.00	\$420.00
Vineyard Tech	12	\$35.00	\$420.00
Vineyard Worker	24	\$22.00	\$528.00
Tractor	12	\$110.00	\$1,320.00
Planter	12	\$40.00	\$480.00
Compaction			
Vineyard Worker	12	\$22.00	\$264.00
Estimated Project Total			\$3,782.00

Should there be any questions regarding this quote please do not hesitate to give MFM a call. A down payment of **\$2,000.00** is required by to February 28, 2018, to be placed on the spring planting schedule. MFM can also provide additional quotes for services relating to orchard and vineyard management as well as trellis installation. Please do not hesitate to call me at 231-933-7190 should you have any questions regarding this quote.

Thank you for your time and consideration

Sincerely



Jay Budd

Mutual Farm Management

Acceptance of Proposal:



Signature

Date: 10-10-16

M E M O R A N D U M

To: Peninsula Township (the "Township")
From: Roger Swets
Date: October 6, 2016
Re: PDR Program Questions

The Township has forwarded a number of questions to me regarding the Township's Purchase of Development Rights ("PDR") program and the bonds that were issued to finance the purchase of development rights. Under Michigan law and with the assistance of the Township Attorney, the Township has developed and instituted a PDR program. In order to finance the PDR program, the Township submitted a ballot proposal to the electors of the Township on November 5, 2002. The ballot proposal provides for the levy of a millage in the amount of 2 mills to provide funds for the purpose of development rights. In 2004 and 2005, the Township issued two bond issues to raise funds to purchase development rights. These bond issues pledged the limited tax general obligation of the Township and as such were general fund obligations of the Township, but were sized such that the anticipated revenues from the millage would be sufficient to pay the debt service on the bonds with a certain amount of coverage from the millage available above and beyond the debt service. These bonds were refinanced by the issuance of refunding bonds in 2013 and 2015 respectively. The refunding bonds continued to be a limited tax general obligation of the Township, but due to the savings generated by the refunding bond issues, the Township is expected to have a larger surplus of millage revenue from the millage available above and beyond the debt service coming due on the bonds.

The Township has asked us the following questions for which we provide the answers stated below:

1) What was the legal authority authorizing the Township to bond for PDR purchases?

Michigan law contains a specific statutory authorization to municipalities to issue bonds to fund their PDR programs. In 2004 and 2005, these provisions were found in Act 184, Public Acts of Michigan, 1943, as amended. These provisions have since been moved to Act 110, Public Acts of Michigan, 2006, as amended. Section 509(2) of that statute states:

(2) The legislative body may borrow money and issue bonds or notes under the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2821, subject to the general debt limit applicable to the local unit of government. The bonds or notes may be revenue bonds or notes, general obligation limited tax bonds or notes, or, subject to section 6 of article IX of the state constitution of 1963, general obligation unlimited tax bonds or notes. MCL 125.3509(2).

Pursuant to this authority and in full compliance with the Revised Municipal Finance Act, the Township issued its bonds. Of the three options offered under Section 509(2), the Township

MEMO: Peninsula Township
DATE: October 6, 2016
PAGE: 2

elected to issue general obligation limited tax bonds which are bonds payable from the general fund of the Township and all available resources of the Township, including the millage, subject to statutory and constitutional limits on the taxing power of the Township.

2) What use can be made of the surplus funds generated by the millage?

Moneys from the millage beyond those needed to make the year's payments of principal and interest on the bonds may be used to purchase development rights pursuant to the PDR program.

The millage approved by the voters of the Township was a millage to be used for the purchase development rights. It was not a ballot proposal to authorize or specifically tied to the issuance of the bonds. As such the millage can be fully used for purchasing development rights. While this includes the ability to pay the debt service on bonds issued to purchase the development rights, it is not limited to the payment of debt service.

The bonds issued to fund the PDR program do pledge the revenues of the millage to the payment of the bonds, but the bond resolutions also provide that:

The Township shall budget annually a sufficient amount to pay the annual principal of and interest on the Bonds and deposit such amount in the Bond Payment Fund as needed to make payments of principal and interest as they become due. Monies in the Bond Payment Fund shall be expended solely for payment of principal and interest on the Bonds that first come due. Any monies remaining in the Bond Payment Fund after the annual payments of principal of and interest on the Bonds shall be transferred to the General Fund and shall no longer be pledged hereunder. Resolution No. #2013-04-22#1.

While the millage revenues are pledged to the payment of the bonds, once a sufficient amount of annual revenues has been allocated to the bond payment fund for the bonds, the resolution provides that the balance of the funds are released from the pledge.

Thus, the Township has an obligation to set aside moneys from the first collection of the millage in the bond payment fund so that there is sufficient money in the bond payment fund to pay the principal of and interest on the bonds coming due prior to the next collection of taxes, but if there are excess funds not needed to pay the debt service on the bonds issued to fund the PDR program, the excess revenues can be used directly for the purpose of paying the costs of purchasing development rights pursuant to the PDR program. It was the intent of the Township at the time the bonds were issued that excess millage revenues be available to be used for current purchases of development rights as those purchases become feasible.

3) Is there a requirement for a debt service reserve fund to pay bonds if revenue is inadequate?

MEMO: Peninsula Township
DATE: October 6, 2016
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The Township bonds issued to fund the PDR program do not have a debt service reserve fund requirement.

As mentioned above, the Township bonds issued to fund the PDR program are limited tax general obligation bonds of the Township, not revenue bonds. Formal requirements for bond debt service reserve funds on bonds issued by a Township for public purposes are generally limited to revenue bonds and are not found in limited tax general obligation bonds. Since these bonds are not revenue bonds they do not require a reserve fund.

As a budgeting matter, the Township is entitled to ascertain that millage revenues will be sufficient to make the payments on the bonds, before using them for current expenditures. However, Township officials have informed me that the Township is currently collecting surplus revenues beyond what is needed to pay the bonds, the assessed values of the Township are increasing and the state equalized value of taxable properties in the township exceeds the taxable values. Thus, it would be reasonable for the Township to expect to continue collecting surplus revenues from the millage for some time.

If the Township would like specific advice on the amount of coverage available from the bonds for the debt service, such advice would be available from the Township's financial advisor, Warren Creamer of Robert W. Baird & Co.

4. Can the bonds issued to finance the PDR program be prepaid prior to maturity?

No the bonds cannot be prepaid prior to maturity.

At the time the refunding bonds were issued, the bonds had less than 10 years left outstanding. Market convention for municipal bonds is that they are not subject to prepayment for the first 10 years of the bond issue. At the time the refunding bonds were issued, the Township in consultation with its finance experts, made the decision to abide by this market convention in order to get the best interest rate on the refunding bonds.

We trust that this memorandum answers the Township's questions on these matters, but we welcome any follow up or additional questions that you may have.

**PENINSULA TOWNSHIP
PERSONNEL COMMITTEE MEETING
SPECIAL MEETING
CONFERENCE ROOM
December 22, 2014**

Meeting called to order at 9:00 a.m.

PRESENT: Correia, Hoffman, & Witkop

ABSENT: None

1. Business

1. Health Insurance Option for Personnel over 65.

Discussion took place consensus was to recommend that the township use the option approved at the October 27, 2014 special meeting and that this apply to people who are Medicare eligible.

2. Citizen Comments – Nick Friedli a local student was in attendance.

Meeting adjourned at 9:55 a.m.

These minutes stand to be approved at the next meeting.

Respectfully Submitted,
Monica A. Hoffman CMC
Peninsula Township Clerk

MOTION: Witkop/Correia to approve the Property Development Rights Monitoring Contract for the year ending 12/31/14 as presented.

Roll Call Vote: Byron- Yes; Rosi- Yes; Correia - Yes; Witkop - Yes; Hoffman - Yes
PASSED UNAN

3. Supervisor's Insurance Reimbursement Recommendation from Personnel Committee

Witkop reviewed the previous discussion and approval of the Town Board concerning the reimbursement of the Medicare/Blue Cross/Blue Shield supplemental insurance for the Township Supervisor for the period of January 1, 2014 to October 30, 2014. In order to net the approved reimbursement amount of \$2509.00 (\$1875.73 after deductions) a second check in the net amount of \$633.27 after deductions is recommended by the Personnel Committee. For future payments on a monthly basis, going forward the clerk's office will contact BS & A regarding the working out the numbers in payroll so that the net amount of the check each month is \$250.90.

Byron thought that the Personnel Committee was going to come to a decision on how to handle the "over 65" employees. **Witkop** today what we dealt with is just to decide on how to make Pete "whole".

Correia will talk with the Attorney to get the verbiage on a "65 & over" policy to be brought back to the Personnel Committee and then back to the Town Board for consideration.

MOTION: Witkop/Hoffman to approve the recommendation of the Personnel Committee concerning the Supervisor's Insurance Reimbursement until further change.

PASSED 4/1 (Correia Abstains)

4. Purchase Office Desks

Correia Estimates on the desks did not arrive today. His proposal is to Purchase five refurbished desks. Suggestion is to use some of the money from the Auction sales or possibly the \$5000.00 donation from the Bayshore Marathon.

Discussion then turned to the storage areas in the Township Office basement, the mold issue in the basement, future of the Big Jon Storage Building, and use of space within the Township Office.

Citizen Comments

None

Board Comments

Correia presented an overhead of the property behind the Legion Hall being utilized for overflow parking. He will come back with a more detailed plan to utilize this space.

Witkop still has a issue with any money from the Bayshore being used for anything other than to benefit the residents.

Byron anything on the issue of the Park Board being in violation of the Lighthouse SUP? **Reardon** was waiting until after this meeting to address this issue with the Chairperson. Reardon was also asked to

stment. These Boards and Commissions represent Peninsula Township residents and she feels it is their responsibility to ask these questions.

BOARD COMMENTS

Correia said Old Moorings was purchased by Grand Traverse Regional Land Conservancy. The DNR cannot pay more than the appraised value and the appraised value was less than the asking price. The Conservancy is making up the gap between the purchase price and appraised price. The DNR will purchase from the Conservancy at the appraised price. **Rosi** said it is her understanding that the Conservancy thinks the sale to the DNR will be accomplished in three months. **Correia** said in regards to the Bowers Harbor Park expansion, one of the signers for the sellers was not a monetary signer but would not sign until the other partners gave him some money (not the Township). The closing has not happened yet. **Correia** said the Conservancy will offer some improve of the trails at PNA at no cost to the Township.

Hoffman said everyone is getting their budget paperwork and will be turned back in by the end of the month. The Fire Department and the Park Commission have been getting budget reports. Hoffman asked to work on the budget at the 2nd meeting of the month.

Hoffman said the Personnel Committee met twice recommending that personnel over 65 use the option the Township approved at the October 26, 2014 meeting. The following meeting was a discussion about what to do about employees who do not want insurance. Hoffman is gathering information about what other townships are doing. Wendling is written an amendment to personnel policy regarding employees that are Medicare eligible.

Rosi said the new PUD is property at Boursaw Rd. and Bluff Rd. The plan is for 36 houses. Planner said the application is not complete. Byron urges the Planning Commission to take a good look at what is being suggested by the developers.

Hoffman said as far as the Old Mission Women's Club and Historical Society storage. Over the years organizations have used the office basement for storage. The Township would like to use the basement. The Big Jon building may be another option for storage for the organizations. The Township may or may not charge rent for the storage areas. **Correia** said he met with the Old Mission Women's club and they like the idea.

In regards to Martin Luther King Day, **Correia** called the Board and asked for their opinion about closing the office on that day and they were for it. **Correia** said one of the comments Bryon made was that if we need to do some training on a Friday there would be no pay. **Byron** said what she said to **Correia** was that not necessarily get another paid holiday but could have MLK off and in lieu of that have training on a Friday.

Byron asked about the private road issue and the re-write of the Ordinance.

Hoffman said she talked to the Planner about the event at Bonobo on Monday. **Correia** and **Reardon** met with Bonobo at 4:00 p.m. today. The event was a violation and it will go in their file. If there is another violation like it, the Township may shut them down. There was discussion about the outside lights at Bonobo. **Correia** said they talked about the lighting at the meeting today. Wattage will be cut more and the construction light will go.

Correia said the membranes need to be replaces (one has already been replaced) at the septage treatment plant. The Township will be responsible for a small percentage (3.5% - 3.7%) of that cost.

From : Gil Uithol
Date: 10/04/2016
To: Brian
N.R.C.S
Re: PDR 2016 Parcels

Dear Brian,

Enclosed, please find the 2016 Monitoring Reports for properties in Peninsula Township with FRPP conservation easements.

All parcels are in compliance and being used in an agricultural entity.

Questions, or further information, please contact me at 231-620-7419



Gil Uithol
Peninsula Township PDR Monitoring Agent
2930 Peaceful Trail
Traverse City, MI. 49685

To: Rob Manigold
From: Gil Uithol
Date: October 04, 2016
Re: Peninsula Township P.D.R. 2016 Reviews

Dear Rob Manigold

Monitor visits are in progress as of October 1st, 2016. I am at 67 percent complete with the field inspections, and reports to be addressed and mailed. The reports are identified by parcel code numbers. All parcels showed no change from prior year that would indicate a violation from the P.D.R. agreement, and likely would be no change next year. There was some PDR parcels sold, and courteous splits that created parcels with separate parcel code numbers and different ownership. I show 112 individual parcels to review for the 2016 year..

I would like to thank you for the opportunity to review the P.D.R. program and work with you this year.

A handwritten signature in black ink, appearing to read "Gil Uithol", written over a horizontal line.

Gil Uithol, PDR Examiner

cc: Jo Westphal

OLD MISSION PENINSULA EDUCATION FOUNDATION

October 11, 2016

To: Traverse City Public Schools
C/O Board of Education
412 Webster Street
Traverse City, MI 49686

Letter of Intent

RE: Purchase of Land, Building, and Contents located at:

Tax ID: 11-133-002-00

Commonly known as:

Old Mission Peninsula School
2699 Island View Road
Traverse City, MI 49686

Dear TCAPS Board of Education Members,

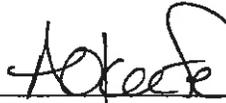
We are pleased to outline below the terms for the proposed purchase of Old Mission Peninsula School.

1. Purchaser will be Old Mission Peninsula Education Foundation.
2. Purchase price to be \$750,000.
3. Seller to provide purchaser with clear and unencumbered title for the property.
4. All current contents related to operations and education currently on the property to be included in the sale.
5. TCAPS to continue to provide all educational and operational services as previously promised through June 30, 2018.
6. Buyer to have a period of 30 days from written purchase agreement to complete all due diligence including, but not limited to structural and mechanical inspections.
7. Seller to provide purchaser with the most recent survey and all materials related to the architecture and construction of the building.
8. Closing to occur prior to December 31, 2016.
9. Seller to reply to purchaser no later than October 18, 2016.

OLD MISSION PENINSULA EDUCATION FOUNDATION

This Letter of Intent is intended as a summary of the terms related to the purchase of real property and the contents of said property. It is not a binding contract to purchase. No contract shall exist between the parties unless and until a formal purchase agreement is executed. This Letter of Intent supersedes any and all previous negotiations written or verbal.

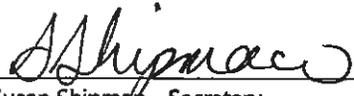
Sincerely,



Allison O'Keefe - President



Corey Phelps - Vice President



Susan Shipman - Secretary



Jennifer Coleman - Treasurer



October 2016 REPORT

Director's Report

Statistics for September

Circulation Sept. 2016 – 3284
Circulation Sept. 2015 – 3276
Outgoing Hold Transits – 807
Incoming Hold Transits – 218
Internet Users – 408 + 51 (TCAPS Units)
Reference Questions – 401
Special Requests – 17
New Card Registrations – 19 (Temp. 0)
Manual Checkouts - 52
Volunteer Hours – 36 Hours, 9 Volunteers
Garden Volunteers – 4 Hours, 3 Volunteers
Student Volunteers – 1.5 Hours, 3 Volunteers

September Activity Attendance

(279 @ 14 programs)

Movie - 15
Table Crafts - 137
Pageturners Book Club – 14
Yoga - 26 (3 sessions)
STEAM - 13
Reading Dog – 2 (1 session)
Park Ranger – 10
Tech Help – 2
Friends - 22
Pencil Vase - 3
Story Stew – 47 (2 sessions)

ODDS AND ENDS

PCL – The PCL Board voted in September to proceed with a building project on the 5.25 acres owned by the library at the corner of Island View and Center Road. Details are still being discussed and a grant for a feasibility study will be submitted to Rotary Charities.

Rent – TCAPS is expected to approve a three year lease for space in Old Mission Peninsula School with rent on an annually increasing scale. The contract may be cancelled at the end of a fiscal year by either party if written notification is given by March 15th.

Author Talk – Local author Shenandoah Chefalo joins us October 20th at 7 PM to discuss her book, Garbage Bag Suitcase.

Halloween - Our annual Pumpkin Walk through the woods will take place October 29th beginning at 6 PM. The event is co-sponsored by the Old Mission PTO.

Just a reminder that when Traverse City Area Public Schools are closed due to weather, PCL is also closed.

Gordon Hayward

From: O'Donnell, Patty (MDOT) <O'DonnellP@michigan.gov>
Sent: Friday, October 07, 2016 10:57 AM
To: supervisor@peninsulatownship.com
Cc: planner@peninsulatownship.com
Subject: M-37 Peninsula Township Corridor

Dear Rob:

I am sorry that the meeting yesterday seemed a bit dis-jointed but there were many additional questions and comments besides looking at the intersections of concern. Here are the issues from the December 2009 meeting with the MDOT Traverse City staff which are the same ones that I think you are thinking of.

- Access Management – Township develops an Access Management Ordinance with adoption. This provides reference for future developers as to what planned access will be and is non-negotiable if in an ordinance. **Was this done?**
- Get side street access whenever possible – fire code may ask for direct access on the highway. **Was this discussed?**
- Frequency of passing on the right at Matheson Road and accommodation of slower-moving agricultural equipment and tourist traffic. **This would be an area included in your traffic study.**
- Discuss and incorporate these issues in your Master Plan revision? **Were they placed in the revision?**
- Pelizzari Park –DEQ permits would be required again if you moved the driveway to the park.
- Identify high volume intersections and potential spot improvements (turn lanes, etc.)
- Consider other modes – transit, non-motorized
- Identify impacts of future access on existing drainage facilities

I have completed these requests:

1. List of MDOT pre-qualified vendors to Gordon
2. The right-of-way maps to Joanne (which you can share with the consultant you may hire)
3. Annual Average Daily Traffic counts (2010 and 2015) for M-37 on the peninsula and for M-22 from Suttons Bay to M-72/M-22 intersection to Brad.

I am also working on getting a Request for Qualifications template for Gordon.

The “Center Road (M-37) Corridor Review” from the M-37/Peninsula Drive intersection to McKinley Road (early 2011) stated that the outcome of the review was that access management is not an issue through this section of road due to pre-existing conditions and limited development potential.

Thank you for your time and consideration. Please feel free to contact me with any questions and keep me in the loop if and when you move forward with hiring a consultant.

Sincerely,

Patty O'Donnell

Report on the Master Plan Goals and Actions Implementation Plans
From the Committee meeting of the Planning Commission, October 3, 2016

Monnie Peters, Planning Commission Member and Chair
October 10, 2016

This memo reports on the progress made on determining Master Plan Goals and Actions implementation only. The minutes (which will be in next week's PC meeting packet) cover the other agenda item, Zoning Ordinance (ZO) Rewrite Process Implementation. However, the ZO Rewrite came up frequently as being a part of what is needed to implement the Master Plan Actions.

As an aside, I want to thank Penny Rosi for noting the missing Action "Establish minimum standards and setbacks" under the Goal of "Protect Steep Slopes and Ridgelines". It has been added to the spreadsheet.

This was a two hour, round-table discussion of five Planning Commission members, two Town Board members, and three incoming Town Board members. Also in attendance were the Planner and the Assistant Planner and about 20 citizens.

We discussed items in only about ¼ of the Goal Areas:

- Environmentally Sensitive Area Overlay(s)
- Shoreline Overlay
- Historic Overlay
- A couple of Action items in Public and Semi-public Land Use Goals/Actions

I have attached a copy of the spreadsheet (an excel file which can be enlarged to read, a larger formatted PDF version will be sent for packet(s)). I have filled in phrases that encapsulate much of the discussion. The minutes elaborate on comments made by all. The spreadsheet is designed to be a continually changing document, and additions, corrections, comments and changes are encouraged.

I will recommend to the Planning Commission at our meeting on October 17th additional meetings: one specifically on Ag issues on an afternoon after harvest in November (per recommendation of a winery owner) and at least one other meeting, more likely two, to work on other areas of Goals and Actions.

I hope as many people can attend future round-table discussions as came to this first one. It is clear there are a lot of interesting ideas and expertise in our community, and (I am guessing) a willingness to work on issues. What is needed now is to channel this expertise and energy to accomplish many of the Master Plan Goals.

RECEIVED
OCT 10 2016
CLERK

Peninsula Township Master Plan 2011 Goals and Actions

10/9/2016 (fill-in by MGP)

Implementation

PDF Version
p. 1A

Area of Concern
Goals Actions

Progress
per Planner, Michelle Reardon
memo: 3/14/16

What is needed to do this action?
Research Zoning Other
Who?
TB, PC, P-Staff, O-staff
Priority
(1 or 2 or 3)

Environmentally Sensitive Area Overlay p 22

substantially incomplete

Protect Wetland Areas

Identify wetland areas and create an overlay map

different maps by jurisdiction; Fed, DNR, DEQ
Claire doing a lot in the mapping area, also some from McKenna

Establish minimum setbacks for wetlands

ZO rewrite (25 ft)
PC

Develop requirements for vegetative buffers

Look for materials from others first
PC w engineer?

Protect Steep Slopes and Ridgelines

Establish definitions

Work w Township engineer

High

Identify areas and create overlay map

Claire to get data from county soon, then create map

Establish minimum standards and setbacks

not in ZO rewrite (?)
PC

Establish/promote land mgmt practices to conserve and protect these areas

Promote/Implement Low Impact Development (LID) in new development areas

create a "Homeowner's Guide to best practices"
Create committee (largely citizen volunteers)

Develop Educational opportunities for best practices

not addressed
What about environmental issues of chemicals from old Farming Operations?
ENFORCEMENT an issue
manpower, resources,

Shoreline Overlay

p 23

Establish and Promote land mgmt practices to conserve/promote shoreline

Establish protection criteria/define shoreline overlay area

draft of overlay regulation

created in ZO rewrite
more needed?
High

Protect shoreline habitats by minimizing artificial shoreline above OHW mark

Develop requirements for vegetative buffers

not addressed

Adopt ordinances and policies to eliminate invasives

Have Phragmites ordinance, successful program

Adopt regulations/policies requiring best land mgmt

What about other invasives?
Some in ZO rewrite

Adopt education materials/ regulations for shoreline development (re-dev)

Protect wildlife habitat along shoreline

not addressed

Map and monitor all storm drains and water courses

Find out what available from County/Road Com and State DOT

Medium

PDF Version
Page 13

Historic Overlay

p 24

Med-low

Identify and preserve historic structures/locations

- Identify specific structures and areas
- Establish Historic Preservation Committee for structures and materials

Park Com, OMHS, PD Soc doing this
no action w/in Twnshp Govt

Establish historic districts w guidelines and stds

Encourage preservation of historic structures

Research farms for Centennial Farm Status

ZO creates a process and method to set up Neighborhood Overlay
(True Historic Districts not wanted)
create "Architectural vernacular guideline", fair amt of work done by citizen(s)
citizen volunteers
Use MSU extension interns?

Agricultural Production and Land Use

pp 26-27

Preserve 9000 acres of prime/unique/contiguous farmland

substantially incomplete

Do a separate meeting w Ag community, meeting after harvest, afternoon time best
maybe pick up where joint meeting in June left off?

Continue PDR program

Encourage clustering of new residential developments

Promote utilization of best mgmt practices

Develop refined Agricultural Preservation Zoning District and regs

Retain and attract growers and agricultural entrepreneurs

Encourage growers to produce, process, market ag products

Establish Ag Development Plan w MSU Land Policy Inst

Include AG in capital planning (roads, power)

Raise local profile by communicating ag development, production, to all stakeholders

Ensure complementary harmonious existence between res and ag zones

Establish monitoring schedule to enforce ordinance existing/new SLPs

Remove non-ag related uses from existing ag zone

staff working hard monitoring/enforcing

PDF Version
Page 2A

PAGE 2 - Area of Concern		Progress	What is needed to do this action?		Who?	Priority (1 or 2 or 3)
Goals	Actions		Research	Zoning		
Rural Agricultural Land Use Goals/Actions						
	Establish the Rural Ag Zoning District					
	Identify and verify parcels within Rural Ag District	substantially incomplete				
	Retain current ag density calculation for new development					
	Develop permitted uses in Rural Ag District					
	Adopt a zoning ordinance that defines stds for Rural Ag District					
Residential Land Use Goals/Actions						
	Reevaluate the Residential Zoning Districts					
	Identify/verify parcels in each residential district	substantially incomplete need to re-evaluate?				
	Develop permitted/special uses in each residential district					
	Adopt zoning ordinance that defines stds in each district					
	Plan development to preserve prime Ag land, natural resources, unique character					
	Discourage rezoning to higher density zoning districts					
	Guide development w/ conservation development techniques					
	Adopt planning tools to direct development away from wetlands, slopes, etc					
	Preserve single family character of various residential neighborhoods					
	Prevent rentals of less than 30 days					
	Encourage cooperation w/ other govt agencies to monitor home-base businesses					
	Enforce and improve noise ordinance					
	Enforce and improve junk ordinance					

Provide Senior housing opportunities

- Consider ordinance provision for Independent, assisted living, etc units
- Consider possible mixed use village centers at Mission and Old Mission

Preserve neighborhoods w/ unique characteristics w/ historical overlay district

- Establish guidelines for potential community overlay designation
- Create Neighborhood Pattern Book to establish guidelines
- Address non-conforming parcels w/out increasing density

Reconsider "Village Center" w/in Township

- Designate potential areas that could support village center
- Host community mtgs to gather input
- Create action plan if future land use practices deem one necessary

Commercial and Neighborhood Service Goals/Actions p 33

- Plan commercial enterprises to provide needed services
- Investigate mixed-use village centers
- Consider village centers at Old Mission and Mapleton

substantially incomplete

Consider support of Ag tourism and Agribusiness thru events etc

- Develop Ag econ tools for promotion of Ag industry
- Continue communication efforts in Ag community to turn things into zoning
- Encourage Ag festivals, Farmers mkt

Industrial Land use Goals/Actions p 34

- Ensure current industrial activities are compatible w environment
- Establish guidelines for environmental impact study for applicants
- Expand the radius of neighborhood notification

actions are incomplete

PAGE 3 - Area of Concern Goals Actions	Public and Semi-public Land Use Goals/Actions	pp 37-39	Progress	What is needed to do this action? Research Zoning Other	Who? TB, PC, P-Staff, O-staff	Priority (1 or 2 or 3)
Establish Public and Semi-public Zoning District Identify/verify parcels w/in district		some work				
Adopt acts for district			CIP plan to be done	TB, Treasurer	Very High	
Create Capital Improve Plan for Twnsp services/facilities						
Provide parks/trails, rec facilities to serve all citizens Continue to maintain/improve twosp parks						
Explore appropriate locations to expand parks, water access, rec facilities						
Develop future trails to link to other regional trails						
Maintain/integrity of roads to encourage traffic to move safely, smoothly Maintain Center Rd as arterial providing free flowing w/ no stops/signals			Future land use will impact Center Road; need to investigate that interaction need to get statistics on Center Road, much discussion on increased traffic	Brad Bickle, incoming Treas and Gordon Hayward to have meeting w M-DOT		
Establish access mgmt plan along roadways			more statistics from County Road Commission?	TB take lead?		
Continue to document road conditions for road projects						
Encourage street design to provide efficient traffic in neighborhoods						
Develop additional scenic turnouts and encourage preservation of scenic vistas			Center Road has become Scenic Roadway	TB take lead?		
Encourage secondary access in new developments						
Encourage access to public transportation Research feasibility of BATA fixed route						
Provide pedestrian movement in high density and in commercial areas Provide system for bike traffic w/out conflicting w vehicles						
Require plan for internal pedestrian movement to adjacent subdivisions						
Keep lakeshore road ends open for ped access, etc						

Provide efficient Township Services
Develop Capital Improvement Plan (state mandate)

Continue police protection

Use existing facilities in many ways to benefit community

Investigate need for additional or updated fire station

Maintain township library

Develop relationships w neighboring govts for partnering to reduce costs, etc

Assure availability of Electricity and natural gas

Work w companies to create comprehensive future services

Install electric underground in new developments; bury existing if possible

Consider alternative energy sources while maintaining character

Enhance communications within Township

Expand public information on Township web site

Continue to distribute newsletter

Encourage communication w other governmental entities

Evaluate need for future water and sewer districts

Adopt rules so all central systems conform to fed/state/local requirements

Maintain water/sewer agreements with TC

Encourage homeowners to hook-up to public sewer systems

Adopt measures to ensure continued use of good septic systems

Develop plan for individual septic sys maintenance and inspection

Adopt regs to bring all sewage disposal sys up to current stds

Encourage residents to correct deficient sys/consider common/cluster systems

Work w GT DPW to provide collection of septage and holding tank waste

Provide convenient, economical solid waste disposal

maintain transfer station and do curb-side pickup

Consider additional recycling drop-off areas

Consider ways to reduce number and frequency of solid waste trucks

Provide locations for lawn and woody material waste to be deposited