

**PENINSULA TOWNSHIP PARK COMMISSION
REGULAR MEETING
October 5, 2016**

Meeting called to order at 7:00 p.m.

PRESENT: Sanders, Andrus, Shipman, Griffiths and Skurski

ALSO PRESENT: Bob Wilkinson, Buildings and Grounds; Ginger Schultz, Lighthouse Manager and Deb Hamilton, Recording Secretary

ABSENT: None

APPROVE AGENDA

MOTION: Shipman/Skurski to approve agenda as presented. **MOTION PASSED**

BRIEF CITIZENS COMMENTS – FOR ITEMS NOT ON THE AGENDA

None

CONFLICT OF INTEREST

None

CONSENT AGENDA

- A. Correspondence (as provided in packet)
- B. Approve Minutes –
 - 1. September 7, 2016 Regular Meeting
 - 2. September 15, 2016 Special Meeting
- C. Treasurer's Report – Revenues are only through the month of August.
- D. Invoice List Approval

MOTION: Shipman/Skurski to approve consent agenda as presented. **MOTION PASSED**

BUSINESS

A. DNR – Moorings-Kelley Park Report

Sanders said Tim Schreiner from the DNR was here a couple of months ago. The DNR does have plans to develop Kelley Park. It will be proposed in the DNR 2017 capital budget. There has been a great amount of community input regarding Haserot and Kelley Park. The DNR is doing an environmental study at Kelley Park. There will be no movement until the test done.

A resident from the audience asked if it can be mowed. Sanders said she can request it be mowed. Another resident from the audience asked about advance notice of meeting. Sanders said will post as soon as possible.

B. Lighthouse Manager's Report

Schultz gave update on fireplace. MIHM started restoration project. Public restrooms lock/door is being fixed. Lighthouse parking lot stop sign was stolen and need more directional signage. Wood floors

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702 (Instructions on reverse side) PAGE 1 OF 2 PAGES

TO (OWNER): Peninsula Township Park Commission
 13235 Center Rd.
 Traverse City, MI 49686
 FROM (CONTRACTOR): Mihm Enterprises
 4065 38th Street; Hamilton, MI 49419
 CONTRACT FOR: None

PROJECT: Mission Point South Face Project
 APPLICATION NO: 1031116
 PERIOD TO: 10/31/16
 ARCHITECTS: None
 PROJECT NO: None
 CONTRACT DATE: 6/20/13

CONTRACTOR'S APPLICATION FOR PAYMENT

| CHANGE ORDER SUMMARY | | ADDITIONS | DEDUCTIONS |
|--|---------------|-----------|------------|
| Change Orders approved in previous months by owner | TOTAL | | |
| Approved this month | | | |
| Number | Date Approved | | |
| TOTALS | | | |

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that the current payment shown herein is now due.

CONTRACTOR:
 Mihm Enterprises

By: *[Signature]*

Date: 10/26/2016

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATE FOR PAYMENT - MAY 1983 EDITION - AIA © 1983
 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- ORIGINAL CONTRACT SUM \$ 61,113.00
- Net change by Change Orders \$
- CONTRACT SUM TO DATE (Line 1+2) \$ 61,113.00
- TOTAL COMPLETED & STORED TO DATE \$ 38,214.00
 (Column G on G703)
- RETAINAGE:
 a. 10% of Completed work \$ \$0.00
 (Column D + E on G703)
 b. _____ \$ _____
 (Column F on G703)
 Total Retainage (line 5a, 5b or Total in Column I of G703) \$ 38,214.00
- TOTAL EARNED LESS RETAINAGE \$
- LESS PREVIOUS CERTIFICATES FOR PAYMENT (line 6 from prior Certificate) \$ 0.00
- CURRENT PAYMENT DUE \$ 38,214.00
- BALANCE TO FINISH, PLUS RETAINAGE \$ 0.00
 (line 3 less line 6)

State of: Michigan County of: Alcona
 Subscribed and sworn to before me on this 26th day of October, 2016
 Notary Public: Mark W. Roberts, L.L. Zander Sr
 My Commission expires: 8 - 21 - 21

AMOUNT CERTIFIED \$
 (attach explanation if amount certified differs from the amount applied for.)
 ARCHITECT:

By: _____ Date: _____
 This Certificate is non negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G702

(Instructions on reverse side) PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification attached.
 In tabulations below, amounts as stated to the nearest dollar.
 Use Column on Contracts where variable retainage for fine items may apply.

APPLICATION NUMBER: 1
 APPLICATION DATE: 26-Oct-16
 PERIOD TO: 31-Oct-16
 ARCHITECT'S PROJECT NO:

| A ITEM NO. | B DESCRIPTION OF WORK | C SCHEDULED VALUE | D WORK COMPLETED | | E THIS PERIOD | F MATERIALS PRESENTLY STORED (NOT IN DOR E) | G TOTAL COMPLETED AND STORED TO DATE (D + E + F) | H % (D / C) | I BALANCE TO FINISH (C - G) | J RETAINAGE |
|------------------|---|--|---|--|--|--|---|---------------------------|--|----------------|
| | | | FROM PREVIOUS APPLICATION (D + E) | | | | | | | |
| 1 | Keepers Dwelling Remove fill to expose brick piers Repoint as necessary Fill in back to grade | \$12,410.00 | | | \$11,169.00 | | \$11,169.00 | 90% | \$1,241.00 | |
| 2 | Regrading/Restoration of sidewalks Remove fill to expose west sidewalk Install new south sidewalk Re-grade to allow positive drainage | \$5,420.00 \$7,100.00 \$7,875.00 | | | \$5,420.00 \$3,150.00 | | \$5,420.00 \$3,150.00 | 100% 40% | \$0.00 \$7,100.00 \$4,725.00 | |
| 3 | Storage Building Excavation Foundation Electrical Disconnecting Building Move Milhm Supervision & expenses | \$4,025.00 \$6,670.00 \$2,000.00 \$9,085.00 \$6,528.00 | | | \$3,019.00 \$6,670.00 \$4,543.00 \$4,243.00 | | \$3,019.00 \$6,670.00 \$4,543.00 \$4,243.00 | 75% 100% 50% 65% | \$1,006.00 \$0.00 \$2,000.00 \$4,542.00 \$2,285.00 | |
| | TOTAL | \$61,113.00 | \$0.00 | | \$38,214.00 | | \$38,214.00 | | \$22,899.00 | \$0.00 |



PROPOSAL

DAVID LEMIEUX

231-206-5247

dmdesignco1@gmail.com

1859 Round Lake Rd

Interlochen, MI

49643

LIC #2101210641

Attention: Mission Point Light House (Ginger Schultz)

Date: 10/19/2016

Project Title: Innkeeper Bathroom Remodel

Project Description:

- Contractor will remove existing carpet floor covering and subfloor material where damage exists.
- Contractor will replace subfloor material with tile backer board and replace finish floor material with 12"x12" ceramic/porcelain tile(color in a light grey Sku # 738-1183, grey grout 705-6876).
- Contractor will replace existing toilet with an insulated ADA approved toilet/tank (color white, sku # 384-386LTWhite)
- Contractor will replace existing vanity and vanity top with new white vanity and white vanity top.(sku # 607-3068, 605-1122 menards)
- Contractor will replace existing tub/shower surround with a new 3 piece smooth white product (sku # 671-4960 menards). Original tub faucet unit will be cleaned, not replaced. If replaced budget increase listed below.
- Contractor will remove and dispose of all materials from construction process.
- Contractor will oversee installation of Utility sink in basement by licensed plumbing.

Terms: Deposit due prior to work start date. Deposit based on work load agreed upon. Balance of payment due upon completion of project.

Invoice

NATIONAL RESTORATION, INC.

2165 Fyke Drive
Milford, MI 48381
Ph(248)318-0609 Fax(248)714-6323
JohnF@nationalrestoration.net

It's not luck, it's know how!
Licensed Builder

Bill To:

Peninsula Township Park Commission
13235 Center Road
Traverse City, MI 49686

Invoice #: 2573
Invoice Date: 5/31/2016
Due Date: 6/30/2016
Project:
P.O. Number:

| Date | Description | Amount |
|------|--|----------|
| | Final Billing for Mission Point Lighthouse - 100% Complete | 9,725.00 |

Thank you for your business.

| | |
|-------------------------|-------------------|
| Total | \$9,725.00 |
| Payments/Credits | \$0.00 |
| Balance Due | \$9,725.00 |



RE: punch list needed

John Fletcher <johnf@nationalrestoration.net>

Sat, Oct 22, 2016 at 10:26 AM

To: Lighthouse Program Manager <missionpointlight@gmail.com>, Anne Griffiths <aegriffiths415@gmail.com>

Cc: jacobf@nationalrestoration.net

Ginger,

I'm contacting you because we never received the final payment for the window replacement, painting, job we did. We completed the punch list on the paint project last spring when we installed the screens on the windows, which were not in the specifications for the job to provide. Could you please update us on this payment as it is several months past due? We completed the job and did extra work in an expedient manner and we did expect the same for our payment.

John Fletcher, President

[248-318-0609](tel:248-318-0609)

From: Lighthouse Program Manager [<mailto:missionpointlight@gmail.com>]

Sent: Thursday, April 07, 2016 12:48 PM

To: John Fletcher <JohnF@nationalrestoration.net>

Subject: punch list needed

John:

Please email me the punch list of the work that you still need to do at the lighthouse.

Feel free to contact me with any questions.

Thanks,

Ginger Schultz

Mission Point Lighthouse Manager - Peninsula Township

13235 Center Road

Traverse City, MI 49686

[\(231\) 645-0759](tel:(231)645-0759)

ADVANCED INSULATION SYSTEMS, Inc.

5975 Sunset View Drive
 Traverse City, Michigan 49684
 (231) 941-7786 Fax: (231) 421-8424

Estimate

| Date | Order # |
|------------|---------|
| 10/28/2016 | 16752 |

| Name / Address |
|--|
| Peninsula Township Ginger Schultz 13235 Center Road Traverse City, MI 49686 |

| Project |
|-------------------------------------|
| Lighthouse - 20500 Center Road, T/C |

| Description |
|-------------|
|-------------|

PROJECT: RETROFIT - Peninsula Township, 13235 Center Road, Traverse City, MI. Contact - Ginger Schultz: 231-645-0759. Contact Frank - person working on the job: 616-836-2255. Call from Ginger Schultz requesting spray foam insulation for floor joist areas under dining/kitchen areas of the lighthouse.

Job site visit by Ron Novak on 10-26-16

DISCOVERY: Existing light house - under going construction repairs to the foundation under the dining/kitchen areas. There is very little clearance under the floor joists to the dirt ground; the heating ductwork in laying on the dirt. This is viewed from the exterior - there are no foundation walls and the structure is sitting on pillars.

NOTE #1: GENERAL CONTRACTOR and/or OWNER IS RESPONSIBLE to have driveway accessible for large trucks. If this is a job to be done in the winter months, snow is to be removed and if needed, drive needs to be sanded and salted in order to allow trucks to ingress and egress safely.

FLOOR INSULATION @ Dining/Kitchen Areas:

-Existing dirt ground needs to be removed to a MINIMUM CLEARANCE HEIGHT OF 28" - BY OTHERS.

-Existing duct work, pipes, wires, etc. need to be SECURED - (tape/fasten/seal duct work at joints, etc. as needed) - BY OTHERS.

-We will encapsulate duct work, pipes, etc as needed, and APPLY 4" average JM Corbond III 2# CLOSED Cell Foam @ R-28+.

| | |
|--|--------------------------------|
| Email: info@advancedinsulationtc.com Web: www.insulation.tc | TOTAL \$1,855.00 |
|--|--------------------------------|

| | |
|--|---------------|
| Acceptance requires customer signature: | Estimated by: |
|--|---------------|

Estimate good for 30 days.



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