

BOWERS HARBOR PARK EXPANSION COMMITTEE

Committee Meeting

November 3, 2016

Meeting called to order at 9:05 a.m.

Present: Shipman, Herman, Foote, Swift.

Absent: Rosi, Snow, Havenga (excused).

Also present: Christy Summers, Beckett & Raeder

Approve Agenda

Motion: Swift/Foote to approve the agenda. MOTION PASSED.

BRIEF CITIZEN COMMENTS – FOR ITEMS NOT ON THE AGENDA

None

CONFLICT OF INTEREST

None

CONSENT AGENDA

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

BUSINESS

A. Review outcome of Baseline Improvements request to Park Commission.

Shipman reported that the park commission approved the request (attached to these minutes) to approve completion of Baseline Improvements not to exceed \$2,500 at their November 2 meeting.

The pricing of fencing options outlined in the request was discussed. Motion by Shipman, second by Herman to move forward with split-rail fencing for parking lot delineation. Shipman to ask Bob Wilkinson about the potential for the wire fence to rust.

The language in proposed signs was discussed and refined. Shipman to work on sign printing.

B. Continue discussion of development prioritization.

The committee continued to discuss the prioritization of development and refinements to the concept plan in both the north and south portions. Committee discussed playground structures with Christy Summers.

Various encroachments, vehicle trespass and illegal dumping activities currently occurring were discussed, as well as the due care responsibility to protect neighbors and park users from soil disturbance. The committee discussed fencing options and asked Shipman to discuss additional patrol by the township deputy. Shipman provided rough fencing cost estimates from the Township maintenance contractor.

Motion by Swift, second by Foote *to request that the Park Commission, in the interest of fulfilling part of the due care responsibilities, establish a boundary between the park and the western neighbors and prevent soil disturbance from vehicle trespass and illegal dumping activities by approving installation of a two-wire fence along the west boundary (not to exceed \$1,200) and a split-rail fence along the south boundary up to the forested area at the southeast corner and including the southwest corner (not to exceed \$7,500).*

C. Discuss next steps in planning process.

Beckett & Raeder will provide updated concept plan and phased estimated development costs summary for the committee to consider at the December 15, 2016 BHP Expansion Committee meeting.

A second public input meeting was planned for Thursday, January 19th at 7:00 p.m.

CITIZEN COMMENTS

None

COMMITTEE COMMENTS

None

MOTION: Swift/Herman to adjourn the meeting at 10:55 a.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.

Bowers Harbor Park Enhancement and Expansion – Baseline Improvements Request

BHP Expansion Committee Recommendation:

In order to provide basic park infrastructure for members of the public wishing to recreate on the property, protect and improve the safety of the public using the site and prevent vehicles from driving throughout the park, the committee recommends completion of the following Baseline Improvements prior to end of 2016:

- 1) Delineate parking area similar in size to Pelizzari Natural Area using fencing material that can be easily transitioned to permanent use in another location (post and cable, or split-rail). The delineation of the parking area would close off the western two-track access road.
- 2) Install a temporary post and cable locked gate closing off the eastern two-track to unauthorized vehicle use. The Township would hold a key and the easement holder would hold a key.
- 3) Install signs at the closed off two-tracks that vehicles are prohibited (at the western two-track) and authorized access only (at the eastern two-track).
- 4) Install park rules sign and dogs on leash sign. A spare BHP park rules sign is available and posts from removal of an old sign in the SE corner of BHP could be repurposed in the expansion area.
- 5) Install a doggie bag dispenser and trash receptacle.
- 6) Install sign with language provided by Otwell Mawby, Consulting Engineers, explaining to the public the residual agrochemicals, the site analyses have been completed, that recreational use is safe for the site, and that a Due Care Plan for the site is available at the Township.
- 7) Basic site cleanup by Bob: cleanup of debris piles, concrete pieces, etc.

Estimated Costs to Complete Recommended Baseline Improvements:

Print needed signage (dogs on leash, site safety, no vehicles, authorized access)		\$200 max.
Bob hourly for 12-15 hours for signs, dog & trash receptacle, gate, site cleanup		\$360 to \$450
Parking delineation installation (by Bob)	option A - post & cable	\$1,600
	option B - split rail	\$1,800
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TOTAL		\$2,160-\$2,450

Request Park Commission approve completion of recommended Baseline Improvements not to exceed \$2,500.

Note: funds available in BHP Repairs and Maintenance (208-751-930.00) as of 10/31/2016 are \$3,840.00

For General Information - Status of Planning Budget:

<u>Planning budget (approved by town board June 14)</u>	<u>\$15760.00</u>
Planning expenses to date (mailing, consultant)	\$ 6796.15
<u>Funds that will be due consultant for phase 3</u>	<u>\$ 6500.00</u>
*Remaining funds	\$ 2463.85

*Funds will be needed for additional public noticing and contingency. Wetland delineation (budget estimate of \$1,500) is unlikely to occur in 2016-2017 budget year.