

# PENINSULA TOWNSHIP

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## Peninsula Township Parks Committee Special Meeting February 13, 2025 MINUTES 3:00 p.m.

1. **Call to Order** by Chown at 3:03 p.m.
2. **Pledge**
3. **Roll Call** Milliken, Dave (D) Murphy, Zebell, Chown, Christine (C) Murphy, Caviston  
Absent: Dahl
4. **Approve Agenda-** Zebell requested the committee discuss Business Item D before B and C.  
**Milliken moved to approve the amended agenda with a second by D. Murphy.**  
**Approved by Consensus**
5. **Brief Citizen Comments (for agenda items only)** None
6. **Conflict of Interest** None
7. **Consent Agenda:** any member of the committee, 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. Minutes from January 28 Meeting  
**D. Murphy moved to approve the consent agenda with a second by Milliken.**  
**Approved by Consensus**
8. **Business**
  - A. Welcome new committee member! (All) Christine Murphy was introduced and welcomed as the newest member of the parks committee.  
Amended order of agenda.
  - B. Rank Capital Investment Projects (Murphy)  
The committee used the 2022 LIAA study (available [peninsulatownship.com/documents/parks/Peninsula Township Feasibility Study and Parks Capital Projects](http://peninsulatownship.com/documents/parks/Peninsula%20Township%20Feasibility%20Study%20and%20Parks%20Capital%20Projects)) for project lists and initial costs. The LIAA report summarizes the acreage of the parks and has maps and surveys.  
The bathrooms at Bowers Harbor scored the highest priority from the citizen survey. A suggestion for use of portable restroom trailers at Bowers Harbor Parks for the summer to be investigated. An overall design for just the parking area might be considered as a separate item and a more doable project. Gourdie-Fraser and Beckett & Raeder have not responded yet for a parking design plan and estimates.  
**Chown:** The town board is holding a strategic planning session February 25, 2025, to go over the Maner Costerian study recommendations in "Organizational Analysis and Recommendations for Township Government Structure Report" dated November 19, 2024. The parks committee needs to be organized to put forward the capital investment improvement projects the parks need over the next 10 years. There are the needs and wishes. The township board must figure this out. Is it Headlee, a millage, or a charter

township? The township survey going out this spring can give us an idea of how much the citizens of the township are willing to tax themselves for park capital investment improvements.

**Zebell:** Sanders explained to me is the capital investment projects-in-process monies will not be part of our budget and categorized as Capital Investment Project Fund (CIP). The funds for the Hemlock wing boardwalk, Kelley boat launch, signage, and Pelizzari expansions are considered earmark appropriations and are not included in the budget. After the meeting, Zebell emailed the updated capital improvement information, and this is included here and at the end of these minutes.

Parking Improvements: Bowers Harbor Park	\$ 20,000
Haserot, Murray, Ridgewood, Archie to follow	
Plumbed restrooms: Bowers Harbor Park	\$ 350,000
New playground, south side: Bowers Harbor Park	\$ 625,000
Biking/Hiking Trail System Improvements:	\$ 120,000
Old Mission State Park	
Universally accessible vault toilet: Haserot	\$162,500
Strategic invasive species mitigation & addition	
of native plantings: BHNA	\$ 50,000
Accessible trail, Beckett & Raeder plan: BHNA	\$ 1,300,000

Jane Boursaw 12875 Bluff Road: the Murray trail head is part of Old Mission State Park. Old Mission State Park is owned by the State of Michigan and the township has a long terms lease on the 650 acres. The 5 acres around the lighthouse are owned by the township and known as Mission Point Lighthouse Park.

- C. Spending requests for 2024/25 Fiscal Year (Zebell) The budget from the previous year was assessed. The budget money left over from 2024/20225 will be spent on 2 dog way stations, split rail fencing at Ridgewood and Murray trail heads, and potential seed purchases for Pelizzari Natural Area.
- D. Finalize 2025/26 Parks Budget (Zebell)  
The budget document was discussed. The park revenue was reviewed (see page 12 in the meeting packet). The committee can use supplies, park signs, seedling and planting services, and community activities dollar amounts in the budget for discretionary items. The other budget items are already encumbered. Zebell recorded the numbers and will send to all members. The final budget approval to come at the March 31, 2025, meeting.
- E. 2025/26 Parks Committee Schedule – Set dates & times (Chown) The committee 2025/2026 meeting calendar will consider alternating evening and afternoon meetings every other month. The committee to vote on this at the March 31, 2025, meeting.

**9. Citizen Comments** None

**10. Committee Comments** None

**11. Adjournment** Chown moved to adjourn the meeting with a second by Milliken.

**Approved by Consensus**

Meeting Adjourned at 4:40 p.m.

## Status of Park Projects as identified in LIAA Resident Survey, reprioritized CIP 2025 (revised February 13, 2025)

### Completed Projects:

New playground equipment: Bowers Harbor Park north side  
 Old boat launch removed at Haserot Beach  
 15 trees add: Bowers Harbor Park  
 Beach steps repaired: Archie Park  
 Murray trail seasonal port-a-john  
 New basketball court: Bowers Harbor Park  
 Bike station: Archie Park  
 Split rail fence: Archie Park  
 6 native shrub plantings: Archie Park  
 Park expansion: Pelizzari Natural Area

### Projects in-process

*\*Currently funded via grants & donations*

Hemlock boardwalk: Pelizzari Natural Area\*  
 Boat launch: Kelley Park\*  
 Signage: all parks\*  
 Expansion of PNA: Pelizzari Reserve Fund  
 Non-motorized: Planning grant

### Future Projects: prioritized

Parking Improvements: Bowers Harbor Park	\$ 20,000
Haserot, Murray, Ridgewood, Archie to follow	
Plumbed restrooms: Bowers Harbor Park	\$ 350,000
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*~Does not include the historic building projects on the list~*

