

# PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

Ph: 231.223.7322 Fax: 231.223.7117

[www.peninsulatownship.com](http://www.peninsulatownship.com)

## PENINSULA TOWNSHIP PARKS COMMITTEE

February 22, 2023

Regular Committee Meeting

7:00 p.m.

### MINUTES

1. **Call to Order** by Zebell at 7:05 p.m.
2. **Pledge**
3. **Roll Call** Dahl, Butler, Zebell, Murphy, Township Clerk Chown, Township Planner Cram. Excused absence: Skurski, Milliken
4. **Approve Agenda- Butler made a motion to approve the agenda as stated with a second by Chown.**

Approved by Consensus

5. **Citizens 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 10 and January 24, 2023, Special Joint Public Hearings with the Township Board  
Murphy had one correction from the January 10, 2023 meeting and Chown will amend the minutes from January 10, 2023.  
**Murphy made a motion to approve the consent agenda with one correction and seconded by Chown.**

Approved by consensus

### 8. Business

- A. Bench Donation Requests – Jenn and Michele

The park bench policy, park bench request form, and types of benches were reviewed by the committee (see packet). There were 2 separate bench requests for locations in Old Mission State Park. Zebell went through the process herself in trying to understand how to order a bench and found it cumbersome. Zebell made some suggestions to improve the method.

**Tom Maguire 140 Wildwood Meadows Drive-Cara Monteil**, my daughter, purchased a bench as my Christmas present, so I already have the bench here. As I love to walk in Old Mission State Park, the bench would be placed there. Wilkinson was contacted and we went and found a good location in the park. After this, we discovered we needed to obtain an application and approval from this committee. So this is why I am here tonight.

**Murphy moved to approve the bench request by Maguire with a second by Butler.**

Approved by consensus

**Jane Boursaw 12875 Bluff Road**-this bench is for Kathy Hardy, my friend who passed away in a bike accident last fall. We would like to plant native plants in the area as well.

**Murphy makes a motion to approve the bench for Kathy Hardy, with an amendment to include native plantings around the bench with a second by Chown.**

**Approved by consensus**

- B. Parks Budget – Zebell: the proposed budget for the parks committee was reviewed, paying especial attention to page 4 (see packet) The larger increases in the budget were for creating uniform signage for all parks (\$18,000), repair and maintenance for items deemed as health and safety issues (\$38,103), and a capital outlay of \$59,628 for the Bowers Harbor North playground equipment.

**Chown:** there is a possibility for money to have a Kelly Park boat launch design plan. We are hoping to go from a very basic schematic engineered drawing to something more complex and comprehensive and include some landscape work as well. Haserot will be a swim beach only and Kelly Park will be a temporary swim location. There will be a minimal carry down kayak universally accessible launch. Once we have a permit, we can put out buoys and create a lane for fishing boats. This will not work for the big party boats.

**Chown made a motion to accept the budget as presented and send the budget to the town board for final approval with a second by Dahl.**

**Approved by consensus**

- C. Parks Ordinance Review and Discussion – Jenn

**Cram:** the parks ordinance draft was on the December agenda. Comments from the parks committee members were forwarded to Cram, the township planner. Cram presented the changes and commentary on the draft document. The Parks Ordinance will be presented for passage at the town board meeting on March 14, 2023.

- D. Parks Maintenance Request Process – Becky

**Chown:** we want to implement a better way of communicating with Bob Wilkinson, the parks maintenance person. The members of the park committee were encouraged to reach out to Wilkinson individually as well as sending Chown an email. I will act as the parks overall point person for maintenance for now. There needs to be better communication and accountability. Please write an email that includes the issue to Chown and copy the email to Marge, Katie, Mike and Michele. The township is looking for a backup maintenance person to work several hours a day when needed. Have people who are interested contact the clerks office.

- E. Parks Signage Branding Project

**Chown:** a logo for voting volunteers and staff to wear. We could raise park awareness by having a contest for a parks logo and uniform park signage.

**Zebell:** we might have a community night, potentially at one of the churches where people come and vote with their dollars for the logo they like. We should try and involve the library and community school. The school would help get the parents involved.

**Cram:** we should think about having a theme. This will go on next month's parks agenda for more discussion and ideas.

- F. Request from Leslie Knopp at Haserot Beach or Kelley Park

**Zebell:** Leslie Knopp requested to have a wedding ceremony at the lighthouse beach on August 12, 2023 for several hours in the afternoon. I do not recall any requests for weddings being held at Lighthouse Park.

**Murphy:** I remember being at meetings when I was not on the parks committee where there were requests and they were turned down.

**Cram:** I recall a conversation with Schultz, the lighthouse manager, who said they do not take reservations, but if you just want to show up, have your ceremony, and leave that has been fine.

**Chown:** there are no reservations and if you think showing up on a Saturday afternoon in August, you will not be the only ones there either at Haserot Beach or Lighthouse Beach. We should have Skurski call Knopp.

- G. Bowers Harbor Park Playground Equipment Delivery and Installation – **Michele Zebell:** this is a report that everything is moving along. There is not a definite date for the equipment delivery yet. There needs to be someone found to do the leveling of the playground site. This was included in the budget for this project. A source has been located for wood chips and we will arrange for delivery when it is appropriate.

**9. Citizen Comments:**

**Jane Boursaw 12875 Bluff Rd** – I have seen a lot of hammocks out on Ridgewood Trail far from the parking lot. This is a non-sanctioned trail. Is there any timeframe for the boat launch at Kelly? Do you want me to put into the Old Mission Gazette the township is looking for a back up maintenance person?

**Chown:** that would be wonderful for the maintenance person and I will get you more specific dates regarding Kelly as soon as I have them.

**10. Committee Comments** None

**11. Adjournment** Murphy moved to adjourn the meeting with a second by Butler. Passed unan

Meeting adjourned at 8:40 p.m.