

**PENINSULA TOWNSHIP PARKS COMMITTEE**  
13235 Center Road, Traverse City MI 49686  
Ph: 231.223.7322 Fax: 231.223.7117  
www.peninsulatownship.com  
**PENINSULA TOWNSHIP PARKS COMMITTEE MEETING MINUTES**  
March 24, 2021, 6:30 p.m.\*  
Township Hall

**1. Call to Order:** 6:30 p.m. by Skurski

**2. Pledge**

**3. Roll Call:**

Present: Skurski, Karczewski, Murphy, Milliken; Absent: Dahl, Atkinson; Also present: Rob Manigold, Becky Chown, Marge Achorn, Matt Cowell, Bob Wilkinson

**4. Approve Agenda:**

Moved by Karczewski to approve agenda, seconded by Milliken.

pass unan

**5. Brief Citizens Comments-for items not on the agenda:** None

**6. Conflict of Interest:** None

**7. Consent Agenda:** any member of the board, 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 March 3, 2021

B. Correspondence from Dave Murphy-RE: Fire near and in PNA

C. Correspondence from Becky Chown-RE: Park Committee Terms

D. Correspondence from Christina Deeren-RE: Park Ordinance

Moved by Karczewski to approve consent agenda, seconded by Murphy

pass unan

**8. Business**

A. Elect Vice-Chair (Skurski)

**Skurski:** A vice-chair is needed for the committee, suggests Don Atkinson

Moved by Karczewski to name Don Atkinson vice-chair, seconded by Milliken

pass unan

B. Park Maintenance (Wilkinson)

**Skurski:** We are now keeping a running list of park projects. Refers to the list of projects in the packet given to Bob so he can allot time.

**Wilkinson:** Questions about the list, and the procedures for the projects, how are they approved?

**Skurski:** Some of the repairs may fall under the regular contract.

**Wilkinson:** The list falls under the hourly rate.

**Discussion of the list, mode of approval, and moving forward.**

**Murphy:** Asks about fencing at Pelizzari Natural Area, will it be funneled through one entry point? This will help with trail counting.

**Wilkinson:** The cable is broken; the goal is for one entry point.

**Discussion of parking lot and entry at Pelizzari Natural Area for trail counting.**

**Wilkinson:** Asks about the gravel at Archie Park and Pelizzari Natural Area. States that the grass seeding for the beach playground structure was not completed last fall.

**Discussion of timing, lists, and estimates for projects.**

**Wilkinson:** What is the intention for the kiosk at the boat launch?

**Karczewski:** Don will have the information.

**Wilkinson:** Discusses the repair for the signage at the kiosk.

**Skurski:** How many picnic tables will need repair?

**Wilkinson:** Would like to repair them as they come out, not sure which tables need new brackets. Discusses the bent brackets and the time and materials needed for replacement.

C. Trail Counting at PNA (Murphy)

**Murphy:** Currently looking at grant opportunities for Pelizzari and usage data is important. Trail counting equipment will be borrowed from Grand Traverse Regional Land Conservancy. The counters will be located at the main parking lot trailhead, the cul-de-sac off Homestead Court, and off of Henderson. An option that was discussed is a camera in the parking lot to count people getting out of cars, but signs are needed. With one trail entrance from the parking lot, cameras will not be used. The trail counters will be used for approximately three to four months.

D. Updating Parks Management Plan-Matt Cowell from LIAA

**Cowell:** Land Information Access Association is a 501C non-profit organization founded around a civic engagement mission. LIAA is involved with parks projects, public access tv, community planning and technology projects, database creation, and websites. LIAA is involved in recreation planning with a steady revenue source. The township has a 2018 recreational plan that can be amended but serves the township until 2023. Once a plan is submitted to the state and approved by the DNR, there are grant opportunities available such as the trust fund and the recreation passport. Asks where the township is with the recreational plan and what are the future plans? What are the short- and long-term goals? How can LIAA support the township? How can the planning tie into potential millage requests?

**Milliken:** The township has over 1000 acres that are underfunded. The committee has wonderful goals for improving the parks and the operating budget does not allow the completion of these goals. Also, there are plans to acquire more parkland.

**Skurski:** There is a need for a complete capital plan with timelines, costs, and priorities. We have recent community data. Secondly, there is a need to look at operations, a maintenance budget, and an improvement budget. There is a need for a financial package to discuss this among the trustees and the community. This means significant money upfront and a capital plan moving forward. This would lead to a possible millage.

**Milliken:** *Participate Old Mission* is the township online platform and has provided citizen input.

**Karczewski:** Since the recreational plan was made, the park commission was changed to a park committee, and the membership has changed. The recreation plan is still acceptable, the priorities may have shifted, but there is no money attached to it. The recreation plan needs to be sharpened and funding is needed. We need grants and other funding for projects that are prioritized. Community needs should be identified.

**Skurski:** There is a need to be realistic with funding, grants, and the numbers using the parks.

**Cowell:** The most successful parks and recreational areas in the state are on some dedicated operational funding such as a millage or dedicated funding. These are open and highly valued by the public and need a tax base. The Garfield Township and Traverse City Joint Recreational Authority had a 2004 millage with three properties. This did not raise enough money and a new twenty-year

millage was passed this past November and will increase in four years to a new rate. They will not have to fundraise for operations. Discusses sources of revenue/income.

**Milliken:** Most grants require a thirty to fifty percent match, and that can't be done. Recreational plans make good sense. It is frustrating to not have the funds. Grants ask for a need. To consider a tax request requires an explanation of what you get for your vote.

**Cowell:** Discusses funding and financing opportunities and challenges. For recreation planning, priority and projects are good but must demonstrate need. For a millage, people need to know the value of their tax dollars. It is important to do estimates to demonstrate need. LIAA, as an organization, is not in the business of specific site engineering and planning drawings.

**Murphy:** There is a practical need for the plan. When the parks went from an elected body to an appointed committee, the township historical structures are not included with the parks. The township is working on a township master plan, can a park plan be integrated into the master plan?

**Manigold:** The park plan is a part, but not in this way.

**Murphy:** *Participate Old Mission* should get input from the citizens on the parks. Non-motorized transportation does not fit parks but is a recreational issue, and there is a discussion to link the parks. Survey results are important to getting citizen input. Efforts should be coordinated with the master plan discussion.

**Cowell:** When does the current PDR expire?

**Manigold:** It expires in 2021. There is a discussion of a PDR bond renewal.

#### **Discussion of the PDR bond renewal timeline and millage request.**

**Murphy:** To add to the needs of the parks, there is a movement to add land to Pelizzari using the fund balance from the previous millage.

**Karczewski:** There is a need for plans for park bathrooms.

**Chown:** Parking at Haserot is a real issue and this is basic to public safety. Should the lighthouse be included?

**Achorn:** It needs parking lot upgrades and bathrooms. So that should be included.

**Cowell:** From Pelizzari or the early PDR, were there a campaign committee and a budget?

**Murphy:** Yes, a citizen-led committee and a budget were utilized for the millage. Similarly, the PDR was with a citizen-led committee and budget.

**Cowell:** Was there use of telephone polling?

**Manigold:** Yes.

#### **Discussion of costs of PDR and Pelizzari for survey and education.**

**Karczewski:** The recreation plan expires in 2023. The recreation plan should be ready to go and they like recent citizens' input either through surveys, polling, or public open house.

#### **Discussion of formulating and updating the recreation plan.**

**Cowell:** An amendment would tie into a grant application. Polling has served the Recreational Authority for Garfield Township and Traverse City for the millage. It confirms things, corrects assumptions, and brings light to others.

**Chown:** Can the township survey?

**Cowell:** Can do a statistical sample size survey by phone.

#### **Discussion of surveys.**

**Karczewski:** What are the steps, what can LIAA do and what can the township do to help?

**Cowell:** Will put a proposal into writing. The recreational authority had sixteen years of operations to go on. For the purposes of a millage, that level of data the township has is acceptable.

E. April Parks Meeting & Parks Rep for next Town Board Meeting

**Skurski:** Asks for a representative for the April town board meeting.

**Murphy:** Volunteers to be the representative.

**9. Citizen Comments:**

**Michelle Zebell, 2616 Bowers Harbor Road:** Her property borders Bowers Harbor Park. Would like to be involved in what is happening in Bowers Harbor park in an environmental way.

**Skurski:** It is good to look at the parks for multiple views.

**Manigold:** Mentions opening on the parks committee.

**10. Board Comments**

**Murphy:** Are we replacing Eric Dreier?

**Manigold:** Yes.

**Discussion of the number of members for the parks committee.**

**11. Adjournment**

**Moved by Murphy to adjourn, seconded by Milliken.**

**pass unan**

Adjournment at 8:11 p.m.

\*Special early start time to consider presentation and discussion with LIAA