

# PENINSULA TOWNSHIP

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**Peninsula Township  
Parks Committee Meeting  
August 25, 2025  
Notice/Agenda  
3:00 p.m.**

1. **Call to Order** by D. Murphy at 3:02 p.m.
2. **Pledge**
3. **Roll Call** C. Murphy, Caviston, D. Murphy, Zebell, Chown
4. **Approve Agenda C. Murphy moved to approve the agenda as presented with a second by Chown.**  
**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 the June 23, 2025 Parks Committee Meeting
  - B. Minutes from the July 23, 2025 Parks Committee Meeting
  - C. Budget as of July 31**Chown moved to approve the consent agenda with a second by Caviston.**  
**Approved by Consensus**
8. **Business**
  - A. **Introducing New Parks Committee Members**
    1. Liz Bruning
    2. Erin GartlandNew members Liz Bruning and Erin Gartland were welcomed and introductions highlighting their backgrounds and interests in local parks were shared. The committee includes experienced members who oversee specific parks, such as Pelizarri, Bowers Harbor, Bowers Harbor Natural Area, Kelley Park, and Archie Park. Members expressed commitment to collaborative stewardship and shared responsibilities across all of the township parks.
  - B. **Discussion of Parks Responsibilities**

Discussion centered on the parks budget and highlighted the complexity and historical challenges in tracking expenditures and revenues. Efforts to reconcile budget discrepancies are underway, with C. Murphy playing a key role in organizing and clarifying financial records. C. Murphy continued to provide the committee with monthly updates to the budget. The committee emphasized adherence to budget line items and the importance of involving the township treasurer in budget discussions. Monthly budget reviews and timely submission of agenda items were encouraged to maintain financial clarity. Pelizarri is a focal point with ongoing expansions and improvements, including new kiosks, signage, the hemlock wing boardwalk, and a meadow project. The committee has worked

closely with volunteers and the Grand Traverse Regional Land Conservancy (GTRLC) on stewardship, invasive species control, and educational outreach.

Bowers Harbor Park has seen substantial enhancements such as a new parking design, courts (pickleball, basketball, volleyball, tennis), and playgrounds. The adjacent Bowers Harbor Natural Area is targeted for invasive species management and ecological restoration, supported by volunteer efforts and periodic treatments. The goat grazing for vegetation control occurred the month of July and made a significant start to control invasive autumn olive. The committee values the park's recreational and natural assets, aiming to balance use and conservation.

Kelley Park faces challenges. The committee has been involved in a complex, multi-year effort to obtain permits for a new boat launch separate from swimming areas, navigating regulatory hurdles with agencies like the Army Corps of Engineers. Recent storms have damaged existing infrastructure, underscoring the need for careful planning and community input.

Haserot Beach continues to receive maintenance attention, with concerns about overlapping uses and safety.

Archie Park was managed for 6 years by Mary Sue Milliken, who has now stepped down from the committee. Milliken was a dedicated steward of Archie Park. The park has benefited from volunteer-led projects such as fencing, a bike repair station, and signage updates. The committee noted the need for continued support and building a volunteer parks group.

- Chair - Dave Murphy, [davemurphy6943@gmail.com](mailto:davemurphy6943@gmail.com)
- Vice Chair - Michele Zebell, [mzebell.parks@gmail.com](mailto:mzebell.parks@gmail.com)
- Secretary - Torey Caviston, [tcaviston.parks@gmail.com](mailto:tcaviston.parks@gmail.com)
- Member -Liz Bruning, [lizbruning.parks@gmail.com](mailto:lizbruning.parks@gmail.com)
- Member -Erin Gartland, TBD
- Member -Christine Murphy, [cmurphy.parks@gmail.com](mailto:cmurphy.parks@gmail.com)
- Becky Chown- [clerk@peninsulatownship.com](mailto:clerk@peninsulatownship.com)

If you have questions about a specific park, please contact the parks committee member assigned to that park:

Archie Park = TBD

Bowers Harbor Park = Torey Caviston

Bowers Harbor Natural Area = Michele Zebell

Haserot Beach = TBD

Kelley Park = TBD

Pelizzari Natural Area = Dave Murphy

### C. Park Updates

#### 1. Pelizzari – Hemlock Wing Boardwalk

The Hemlock boardwalk project and trail extensions, including the UA trail, are underway with engineering bids and pre-bid meetings scheduled. Material staging and environmental considerations were addressed, emphasizing careful execution to prevent erosion and other damage. The committee expressed interest in engaging experienced volunteers for these projects.

#### 2. Bowers Harbor – Bathroom Quotes

Discussions included options for upgrading vault toilets and installing new restroom structures at Bowers Harbor Park. Quotes were obtained for prefabricated unisex bathrooms with septic

systems, acknowledging the high costs involved. The committee recognized the need for improved accessibility and maintenance, but noted current limitations in funding for large projects.

**D. Chainsaw Safety Training**

There is enough interest in the township that the park's committee could think about hosting a chainsaw safety training. Brian Rathbun of Parshall Tree Care Experts offers a training class for 10-20 people at a cost of \$600 (see email in packet). Steve Lagerquist of the conservancy (GTRLC) will be contacted to see if this is a reasonable price or if the conservancy might have a current program.

**E. Overnight Parking Signs**

The cars parking overnight at Pelizarri are going to be ticketed. There is \$2,500 in the budget for signage. The committee is actively updating park signage, with assistance from Image 360 and the conservancy (GTRLC). Challenges include selecting appropriate colors distinct from the conservancy and installing main welcome signs at each park. Budget allocations exist for signage, though spending has been limited so far.

**E. Lighthouse Committee Assignment**

Ginger Schultz, the lighthouse manager, is requesting a new park's committee member to be the contact person for Old Mission State Park and the lighthouse property now that Pete Dahl has left the committee. C. Murphy to reach out to Schultz.

**F. Budget Requests**

C. Murphy presented the current budget numbers (see Budget ending July 31, 2025 in the packet). There is a recognized need to balance maintenance, improvements, and environmental guardianship within budget constraints. Fundraising and grant writing are ongoing efforts to support major projects, including playground upgrades and restroom facilities.

- 9. Citizen Comments- Nancy R. Heller. 3091 Bluewater Road:** this budget report reflects the expenditures but is missing the mis-classified items (Caviston has the amended budget report). Who is authorized to spend money and make the purchase for this committee? (Chown explained each member is authorized to spend money on behalf of their assigned park). I strongly recommend the treasurer be involved in all discussions regarding the budget. There are 6 months left on this budget.

**10. Committee Comments**

**Chown:** Bruning and Gratland will be sworn in at the clerk's office. Each new member will be assigned a park. The member needs to visit their park once a week, report any immediate health or safety problems to the township, and be the point person for issues within that park.

- A.** Long Lake Township Parks Budget-township board member JP Milliken is chair of the board's finance ad hoc committee. Milliken requested estimates for various park needs, saying it is data for long term planning of all financial needs for the township. Long Lake Township shares some similarities with the peninsula and D. Murphy reached out to them for a copy of their parks budget to provide a comparison. (see email and budget document in packet).

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

**Approved by Consensus**

Meeting adjourned at 5:10 p.m.