

**PENINSULA TOWNSHIP PARKS COMMITTEE**  
**November 16, 2022**  
**Regular Board Meeting**  
**7:00 p.m.**  
**MINUTES**

1. **Call to Order** by Skurski at 7:00 p.m.
2. **Pledge**
3. **Roll Call** Skurski, Murphy, Butler, Milliken, Zebell, Chown. Excused Dahl. Cram, Peninsula Director of Planning.
4. **Approve Agenda** Chown requested to give a short update on the Sparks Grant and was added as Business A1. **Murphy moved to accept the amended agenda with a second by Milliken. passed unan**
5. **Brief Citizens Comments (for agenda items only)** 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 October 26, 2022
  - B. Correspondence from Ginger Schulz: Help with the trails at Lighthouse Park, November 3, 2022
  - C. Correspondence from Mike Skurski: Park Minimum Standards/requirements, November 3, 2022
  - D. Correspondence from Susan Piehl: Message from Guy Maxwell, November 10, 2022  
**Milliken moved to approve the consent agenda with a second by Murphy. passed by consensus**
8. **Business**
  - A1. **Chown:** I sent information regarding the Sparks Grants to this committee and to our engineer. These are state grants specifically for recreational sites and represent a potential opportunity to receive substantial money for our parks. Each municipality can apply for 3 specific, oriented applications. The grants are considered transformational and the 3 items selected fit this description. The township board requests your consensus on the 3 applications. The first is for the hemlock ADA boardwalk at the Pelizzari Natural Area. Number 2 is for Bowers Harbor Expansion utilizing the existing plans and the third is for the boat launch at Kelly Park. Jennifer Hodges thinks these represent the 3 best transformational projects. These applications are due in mid-December and I

encourage you all to write letters toward these grants. There are 3 phrases of approving grants. If a project has had no funding, the project automatically moves into the second phase. If we are not funded, we will obtain feedback as to why not and this may prove helpful moving forward. Please encourage people in your circles who use the parks to send me letters of support. I will make sure they are included in the grant packets. I need these letters by December 10, 2022.

A. Playground Color Choice – Michele

Zebell presented the colors for the playground equipment (see page 18 in packet) and the committee agreed. Installation is expected the end of May, 2023 or beginning of June, 2023.

B. Bowers Harbor Painting – Michele (duplicate item)

C. Art Show-Mike

**Cram:** we do have an ordinance regarding large events. Technically, commercial activities such as retail sales are not a use allowed in Bowers Harbor Park because it is zoned A1. Signage is also an issue because banners are not allowed. Danielle Lynch, CEO of Blue Ribbon Events, has not reached out to zoning or planning after last month's park committee meeting presentation nor filled out a large event application.

The committee discussed the reasons and concerns for not having this type of event, which included use of a community park for profit, community benefits, setting a precedent, the fees for using the parks should go to parks instead of the general fund, the event would preclude park use for 2-3 days during the summer peak time.

D. 5 Year Master Plan, including Project List, Priorities, Vision, Goal Setting, Objectives – Barry Hicks

Barry Hicks Land Information Access Association LIAA) 324 Munson Ave

**Hicks:** since our last meeting I have spoken to Chris Rieser regarding the historic buildings on the peninsula and Ginger Schultz the manager of the lighthouse (present) and contacted Jane Boursaw for photos to use in the park plan update. The park maps and acreage count are updated and the county aerial photography has been obtained. Information gathered from the 2022 park feasible study, community meetings, and the online survey gives us plenty of data to use in the new plan.

The committee discussed objectives needed in the updated 5 Year Master Plan for Parks and Recreation. The topics go from broad to most narrow. Pelizzari and Bowers Harbor Expansion have detailed plans and can be used. The objective of accessibility includes retrofitting or building new facilities. Bathrooms at the parks are a priority from the citizen survey. The second objective is communication and building a

volunteer force. Non-motorized trail connectivity and safety provide good opportunities for grants and has broad citizen support. Plan for safe, non-motorized township wide connectivity of the parks system and transportation routes throughout the township are another intention. The other potential objectives are emergency vehicle access and services and grant funding. Grants for maintenance are limited, whereas land acquisition and new projects are favored. The committee wants a dedicated, sustainable, operational budget and a dedicated park and recreation staff member.

**Hicks:** shoreline, forestry, and invasive species discussions are including the word resilience and could be in each park plan or an overarching topic. The term comes from the idea there are shocks and stresses in the environment. The shocks are sudden and stressors are issues we know are going on such as the high and low Lake Michigan water cycle. If you know it is going to happen, plan for it. This is how the term resilience is being used.

The following list is from Barry Hicks and the notes he took after the park discussion. These notes are subject to amendment as the committee moves forward at the next meeting.

### **Mission:**

Provide a geographically balanced park system that benefits the health and quality of life of all residents and visitors through careful planning. Support and enhance the recreational, environmental, historic, educational and restorative experiences at Peninsula Township Parks to encourage community use and involvement.

### **Goals & Objectives:**

**GOAL #1: Provide a variety of recreation opportunities within the parks for all ages, interests, and abilities.**

Objective 1: Retrofit existing or build new facilities to accommodate accessibility needs.

3.1 – ADA Bathrooms

3.2 – Pavilions/Picnic spaces

3.3 – Trails/Boardwalks

3.4 – Parking spaces/Signage

Objective 2: Provide year-round recreation opportunities

Objective 3: Upgrade/Replace existing or provide new playground equipment

Objective 4: Provide space for pets

**GOAL #2: Develop and implement a cohesive communication plan.**

Objective 1: Signage – park identification, facilities, and navigation

Objective 2: Continue to develop public engagement opportunities to provide information and gain feedback for continued or new park programming

**GOAL #3: Thoughtfully planned, managed, and connected township-wide parks system.**

Objective 1: Develop Park management plan for each park in the township

Objective 2: Evaluate and consider appropriate staff/volunteers to manage park system

Objective 3: Continue to develop and maintain well-organized volunteers

Objective 4: Plan for safe non-motorized, township-wide connectivity of the parks system – Plan for transportation routes through the township to encourage safe walking and biking

Objective 5: Evaluate, maintain, and address access for emergency vehicles and services

Objective 6: Pursue grant funding when appropriate for construction of new facilities and acquisition of property

Objective 7: Maintain relationships with regional partners such as the Traverse Area Recreation and Transportation (Tart) Trails Network and the Grand Traverse Regional Land Conservancy

**Action Plan**

General Parks Activities

- Review budget and operational capabilities on an annual basis
- Install new cohesive and improved signage throughout the entire township for all parks and recreation facilities
- Evaluate and manage environmental resilience issues such as non-native species, shoreline development and protection, and forest health
- Work with appropriate groups on connectivity planning

Bower's Harbor

- Implement the 2017 Bower's Harbor expansion plan, including a one-mile accessible trail/loop
- Update/replace playground equipment
- New accessible pavilion
- New accessible and plumbed bathrooms
- New dog park
- New pickleball courts
- New basketball NBA half-courts

Haserot

- Improve existing parking lots (either crushed stone or pavement)
- Remove old boat launch

Kelley

- Add/Improve parking (crushed stone or pavement)

- New accessible bathrooms
- New Gazebos or pavilions
- New boat launch with hull-washing station
- Fish cleaning station

#### Archie

- Update/improve interior lighting

#### Peter Dougherty House

- Restore/build historic barn
- Update museum displays and informational signage
- Investigate development of an apple orchard

#### Log Church

- Update museum displays and informational signage
- Add bus shelter (in coordination with BATA)
- New bike repair station
- Create traffic calming measures

#### Pelizzari Natural Area

- Potential expansion area(s)
- Accessible trail(s)
- Installation of boardwalk in Hemlock Wing (protect sensitive environment)
- Maps for visitors

#### Mission Pointe Lighthouse Park

- Expand parking lot
- Explore shuttle feasibility
- Build replica barn (site of historic barn) or utility building
- Retrofit existing trail(s) for universal accessibility and sustainability
- Remove trails that are not sustainable or dangerous

#### Old Mission State Park

- Maintain existing trail system through coordinated effort managed by the township
- Address dangerous trees
- Maintain/improve emergency vehicle/service access trails
- Improve trail/directional signage

Hessler Log Cabin

- Update/improve interior lighting

Peter Dougherty House

- Restore/build historic barn
- Update museum displays and informational signage
- Investigate development of an apple orchard

Log Church

- Update museum displays and informational signage

E. Next Steps 5 Year Plan- the committee went over the timeline for plan completion by February 1, 2023. The next park meeting is scheduled on December 14, 2022 at 7:00. The plan goes to the township board meeting on January 10, 2023 for a public hearing and resolution. Then there needs to be a transmittal letter sent to all of the planning agencies in the region, Networks Northwest, and the Grand Traverse County Board of Commissioners.

F. Parks Rep for next Town Board Meeting-Skurski will write up a summary for the town board meeting on December 13, 2022

**9. Citizen Comments** None

**10. Board Comments- Zebell:** exploring types of paint to use on Bowers Harbor vault toilets. Was contacted regarding having a different type memorial bench in a park. Benches are to be the same for conformity.

**11. Adjournment- Murphy moved to adjourn the meeting with a second by Milliken. passed by consensus**

Adjournment at 9:07 p.m.