

Approved - BBAC Meeting Minutes – 12/11/14

MINUTES of the **BROWN BRIDGE ADVISORY COMMITTEE** **Thursday, December 11, 2014** **5:15 PM** **South Conference Room – 2nd Floor** **Governmental Center** **400 Boardman Avenue** **Traverse City, MI 49684**

Present: Deni Scudato, Chair; Nelson Asper, Vice Chair; Gary Howe; Marge Forgione; Larry Gerschbacher; Jim Tuller; Michael Kreft; Dave Downer; Ed Flees; and Paul Maxbauer.

Absent: Judy Nemitz, (un-excused)

Others Present: GTCD Staff - Steve Largent, Tom Vitale, and Reb Ratliff; Steven Neal, Civic Student, Traverse City Central.

I Call to Order: Chair Scudato called the meeting to order at 5:20 pm.

- 1. Introductions** – Everyone went around the room and introduced themselves.
- 2. Approval of Agenda:** Motion by Gerschbacher; 2nd by Tuller to approve the Agenda as presented. Approved unanimously.
- 3. Approval of 9/18/14 Meeting Minutes:** Motion by Tuller; 2nd by Forgione to approve the minutes as presented. Approved unanimously.

Side note: Flees mentioned the lack of use at Buck's Landing since the pond is now gone and that most of the use now is taking place at the Lower Canoe Access area. Discussion ensued.

II Review of Open Action Items:

Action Item 6-1: Christensen to summarize and distribute the MNFI report.

Status: Ratliff gave a verbal summarization regarding the Michigan Natural Features Inventory Report on the status of the Brown Bridge bottomland wetlands. He stated that a total of 219 native plants were documented in the combined wetlands (Open and Forested). This represents 79% of the total species documented and 12% of the overall native Michigan Flora. He stated that there were a total of 58 non-native species documented, including 11 which are among the “top twenty” of regional concern. The entire report entitled “Floristic Quality Assessment and Monitoring of Brown Bridge Quiet Area Wetlands” can be found on the City’s website at www.traversecitymi.gov. Search for Brown Bridge Quiet Area. The document in pdf format can be located at the bottom of the page.

Action Item 6-3: District Staff will identify projects for the Recreation Plan and that they will bring back to the BBAC for approval.

Status: Largent indicated this will be covered under V. 2 on the Agenda.

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Action Item 9-1: Largent will add Gerschbacher's suggested change regarding the changes to the Committee Structure (re: "no-less than six be City residents") and send the draft document out to the entire Committee for consideration of approval at the December meeting.

Status: This Action Item created a great deal of discussion. Much of the discussion centered around the number of voting members on the BBAC. Scudato pointed out that with the City Manager being considered a voting member, as stated in the current version of Chapter 1065.03 (b) Composition; terms; expenses; vacancies, then there are 12 voting members, not eleven as proposed after the removal of the Traverse City Light & Power representative by the City Commission. It was decided that since the BBAC is an advisory committee to the City Manager, that the City Manager should not be considered a voting member because he or she will make the final decision anyway. The BBAC discussed several other minor amendments to the document.

Motion by Gerschbacher; 2nd by Flees; to send a Memo to the City Manager reflecting that the City Manager should not be considered a "voting member" of the BBAC and recommend approval of Chapter 1065 as amended. Passed unanimously.

New -Action Item 12-1: Send a draft of the revised Memo to the BBAC before meeting with the City Manager.

Action Item 9-2: Gerschbacher to contact the City Manager to determine the status of the letter to Senator Carl Levin regarding seeking assistance from the Michigan National Guard in the placement of the East End footbridge. Done. Letter sent.

Action Item 9-2-13: GTCD staff to contact engineering firms and begin the process of developing cost estimates, engineering plans, and permits for replacement of the Boy Scout Bridge over the Boardman.

Status: Largent is working with an engineering firm to get abutment design plans completed for permit purposes.

Action Item 9-3: GTCD staff will make the canoe landing sign more visible.

Status: Larger more obvious signs will be made this winter and installed in the spring.

III BBAC Structure (Ordinance Amendment No. 651):

Status: See Action Item 9-1 above.

IV GTCD Update: (Staff)

- 1. Staffing Change:** Robin Christensen, Parkland Coordinator recently resigned from the GTCD to spend more time with her young family. Her duties will be shared by several GTCD staff including Largent, Ratliff, and Vitale
- 2. Additional Large Woody Debris:** A contract was recently approved by the Grand Traverse Band to hire the engineering firm Inter-Fluve to complete design plans for installation of additional in-stream wood at Brown Bridge. It

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was hoped that this work could commence this winter but contract delays will push implementation later in the year.

3. **USF&W Service Grant:** Site plans, design, and permits will take place this winter for a spring implementation that will create a shallow wetland at east end of Brown Bridge.
4. **East End Footbridge:** See 9-2-13 Status above.
5. **Canoe Drop Off Area & Vault Toilet Building:** The vault toilet building is done thanks to Norm Fred of Boardman River Clean-Sweep, the Traverse Area Paddle Club and the MDNR. A cement ramp will be installed in the spring to allow for wheelchair access. The lower parking area gate is closed for the season since it's not plowed. As stated in 9-3 above, larger more obvious signs will be made this winter and installed in the spring.

Action Item 12-2: GTCD staff to install cement ramp to vault toilet building and make sure the building is otherwise accessible by wheelchair for those with disabilities.

Action Item 12-3: GTCD staff to make or acquire larger more obvious Canoe Landing signs for installation in the spring of 2015.

6. **MDNR Habitat Grant Received:** See VI below.
7. **Overlook Clearing:** Minor clearing will take place at both the East and West overlooks to open the view. BBAC advised GTCD staff to "cut sparingly".
8. **Ms. Svensson's Well Site Concerns:** Largent distributed a copy of an email to City Commissioner Jim Carruthers outlining her concerns related to the well sites at Brown Bridge. In the email she states that the profits from the Brown Bridge Trust Fund should be used to "improve safety of the sites and reduce the impact on the environment". She went on to list her concerns. Largent contacted Bill Duley, MDEQ, Cadillac to find out additional information regarding her concerns. Most of her concerns are covered in a document entitled "Michigan's Oil and Gas Regulations" Part 615.

Action Item 12-4: Largent to prepare a written summary of his discussion with Mr. Duley, MDEQ, Cadillac for the City Manager's consideration in response to Ms. Svensson's concerns.

9. **Last Year's Expenditures:** A spreadsheet that Largent received from Christensen was distributed but the BBAC requested a more easily understood summary be prepared for the next meeting.

Action Item 12-5: Prepare a clear summary of the 2014 expenditures for the March meeting. Also include matching funds and services in the summary.

V **Brown Bridge Trust Fund Ballot Proposal:**

1. **Update:** Commissioner Howe Scudato stated that the City Commission will probably meet in January. He said the City Parks Commission is looking at other committees to develop a plan. Howe still has concerns and stated there are many challenges ahead. Discussion ensued.
2. **BBQA Capital Improvement Project List:** Largent stated that he met with City Department of Public Services staff and amended the Capital Improvement Project List. He noted that no projects were removed from the list just for some projects the year they are proposed for implementation.

Action Item 12-6: Largent to send the BBAC the revised BBAC Capital Improvement Project List as amended.

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- 3. Rotary Offer and Other Potential Projects:** Rotary's Gourmet Game Dinner Committee is proposing to use proceeds from the 2014 wild game dinner fundraiser to leverage a match from Rotary Charities and the City's new Park Improvement Fund to construct the west-end footbridge where the historic Brown's Bridge once was located below the former dam site. More information will be provided at the March meeting.

VI MDNR Habitat Grant Work Plan:

Status: Largent gave a brief update but due to time constraints will provide a more thorough update at the March meeting.

VII 2015 Meeting Schedule:

All Regular Meetings to be held on a Thursday starting at 5:15 at the following dates and locations:

March 19 th		Governmental Center
June 18 th	(Annual Potluck)	Brown Bridge
September 17 th		Brown Bridge
December 10 th		Governmental Center

VIII Public Comment – None

IX Meeting Review

**X Adjourn: Motion by Gerschbacher; 2nd by Tuller; Approved Unanimously.
7:12 pm**

Next Meeting: March 19, 2015, 5:15 pm, Governmental Center

Minutes respectfully prepared and submitted by S. Largent.