Gourdie-Fraser
Municipal | Development | Transportation

Traverse City
123 W. Front St.
Traverse City, MI 49684
231-946-5874 Ph
231-946-3703 Fax
www.gourdiefraser.com

MEETING OUTLINE

Project: Boardman Lake Avenue
Date: 10-22-03
Meeting outline prepared by Dan Wagner

Project No.: 031128
Title: Joint Meeting with Traverse City DDA, Planning Commission and City Commission

Joe Elliott

1. Project Team Introduction.
   Joe Elliott, P.E., Gourdie-Fraser
   Dan Wagner, P.E., Gourdie-Fraser
   Tim Lodge, P.E., Traverse City Engineer

2. Brief History of Project
   A. 1994 Gourdie-Fraser study that identified route
   B. 1998 Gourdie-Fraser study update
   C. 2000 Gourdie-Fraser study update
   D. 2000 pedestrian study
   E. 2001 MEGA Fund
   F. 2002 Andrews University Study

Dan Wagner

3. Project Goals (Formal and Informal)
   A. Reduce the amount of traffic moving through the Old Towne and Central Neighborhoods.
   B. Provide a direct route to the Government Center and Downtown Commercial Area.
   C. Provide access to City residents for open space recreational opportunities along the west shore of Boardman Lake.
   D. Improve the environmental conditions throughout the proposed Boardman Lake Avenue.
   E. Encourage development and redevelopment of property near the west shore of Boardman Lake.
   F. Shape the project based on input from the community and the obvious stakeholders.
   G. Determine if it is realistic that the project will ever be realized.

4. Community Goals (From City Plan)
   A. Maintain a small-town atmosphere.
   B. Protect and enhance the rich, natural environment.
   C. Promote a healthy mix of uses while providing for the preservation of property values and the opportunity for economic expansion.
   D. Preserve the community's historic resources.
   E. Plan parks and open space areas and recreational opportunities within neighborhoods.

F. Keep the public bayfront primarily as an open-space resource.
G. Boardman Lake and Boardman River south of Eighth Street will serve primarily as a recreational and residential resource.
H. Boardman River north of Eighth Street will serve primarily as a commercial, recreational and residential resource.
I. Preserve existing neighborhoods, which may have residential, business and industrial uses. Encourage active neighborhood and business associations and assist in developing neighborhood plans.
J. Maintain and encourage a diversity of housing.
K. Promote the development of community centers and neighborhood centers.
L. Keep downtown a regional destination.
M. Promote a sustainable economy.
N. Support industrial growth in appropriate areas throughout the City.
O. Provide for planned growth and changes.
P. Create a balanced and diversified transportation network.
Q. Rigorously enforce the zoning and sign ordinances.
R. Continue cooperative governmental action to deal effectively with local and regional issues.

5. Discussions with Stakeholders
   A. Traverse City Staff-Engineer and Planner
   B. Traverse City Downtown Development Authority
   C. Grand Traverse County Road Commission
   D. Grand Traverse County Soil Conservation District
   E. Watershed Center, Grand Traverse Bay
   F. Traverse Area Rails to Trails
   G. TC TALUS
   H. Michigan Department of Transportation
   I. Citizen Input (Generalized From Various Sources)
      a. Provide limited access.
      b. Maintain reduced speeds.
      c. Promote pedestrian accessibility.
      d. Work cooperatively with the TART master trail plan.
      e. Discourage further worsening cut through traffic in Central and Old Towne neighborhoods.
      f. Provide access to City owned properties for recreational opportunities.
      g. Provide access to privately owned properties for commerce opportunities.
      h. Improve aesthetics of railroad corridor.
      i. Be sensitive to environmental impacts (primarily light, noise, and surface water quality).
      j. Maintain a limited construction budget.
      k. Consider City Plan.
      l. Consider Andrews University recommendations.
      m. Avoid creating another Union or Cass road corridor.
      n. Keep the project moving forward.

6. Overview of Public Input Meetings
   Meeting #1
   Meeting #2
   Meeting with the Old Towne Neighborhood
   Meeting #3

7. Miscellaneous Citizen Comments and Meetings
   Traffic concerns
   Access concerns
   Beautification and development of corridor concerns

8. Summary of work completed on the following items.
   A. Boundary and Right-of-Way Survey
      a. Field work
      b. Historic record information
      c. Tax maps
      d. Railroad Maps
   B. Topographic Survey
      a. Field work
      b. Processing of raw data
      c. Private utility information
      d. Public utility informaion
      e. Resulting base maps
   C. Mapping Update
      a. Midtown Centre
      b. 8th Street Streetscape
      c. Riverene Apartments
      d. Old Town Condominiums
      e. Oryana
      f. Lake Ridge Condominiums
   E. Plan and Profile Layout
      a. Demonstrate and discuss the Northwest section
      b. Demonstrate and discuss the Northeast section
      c. Demonstrate and discuss the South section
   F. Traffic Routing and Calming
      a. Comment on previous suggestions
      b. Seeking public input
   G. Future Land Use Map
      a. City Plan
   H. Right-of Way Acquisition Map
      a. Item to be addressed later in the project
   I. Environmental Studies
      a. Environmental update on hold pending the closer definition of routing
   J. Pedestrian Access
      a. TART Master Plan and suggested cooperative trail system
   K. Railway Wye
      a. Discussions with MDOT
   L. Public Meetings
      a. Discuss future Public Meetings
   M. Permitting

a. Item to be addressed later in the project

N. Traffic Counts – Existing/Future
   a. Analyzing data
   b. City GIS system
   c. Seeking public input

O. Cost Estimate for Northwest section
   a. Grants specialist summarized potential sources of funding for the project

P. Financial
   a. Item to be addressed later in the project

Joe Elliott and Dan Wagner

9. Solicit input from the meeting attendants regarding conceptual alignment, cross sections and intersections.

10. Solicit input from the meeting attendants regarding items they wish to discuss at future Public Input Meetings.

Joe Elliott, Dan Wagner & Tim Lodge

11. Question and Answer

Joe Elliott

12. Summarize Meeting and Conclude

Gourdie-Fraser
Municipal | Development | Transportation

Traverse City
123 W. Front St.
Traverse City, MI 49684
231-946-5874 Ph
231-946-3703 Fax
www.gourdiefraser.com

MEETING AGENDA

Project: Boardman Lake Avenue
Date: 9-18-03

Project No.: 031128

30% Design
Mtg 3

Joe Elliott

1) Project Team Introduction.
   Joe Elliott, Gourdie-Fraser
   Dan Wagner, Gourdie-Fraser
   Tim Lodge, Traverse City Engineer

2) Brief overview of Public Input Meetings #1 and #2 and meeting with the Old Town neighborhood.

3) Summary of meeting agenda.

Dan Wagner

4) Summary of work completed on the following items.
   A) Boundary and Right-of-Way Survey
      a) Field work
      b) Historic record information
      c) Tax maps
      d) Railroad Maps
   B) Topographic Survey
      a) Field work
      b) Processing of raw data
      c) Private utility information
      d) Public utility informaion
      e) Resulting base maps
   C) Mapping Update
      a) Midtown Centre
      b) 8th Street Streetscape
      c) Riverene Apartments
      d) Old Town Condominiums
      e) Oryana
      f) Lake Ridge Condominiums
   D) Discussions with Stakeholders
      a) Grand Traverse County Road Commission
      b) Michigan Department of Transportation
      c) Solicit suggestions for others to contact from audience

Gourdie-Fraser
Municipal | Development | Transportation

Traverse City
123 W. Front St.
Traverse City, MI 49684
231-946-5874 Ph
231-946-3703 Fax
www.gourdiefraser.com

MEETING AGENDA

Project: Boardman Lake Avenue
Date: 9-18-03
Project No.: 031128
Title: Public Input Meeting No. 3

Joe Elliott

1) Project Team Introduction.
   - Joe Elliott, Gourdie-Fraser
   - Dan Wagner, Gourdie-Fraser
   - Tim Lodge, Traverse City Engineer

2) Brief overview of Public Input Meetings #1 and #2 and meeting with the Old Town neighborhood.

3) Summary of meeting agenda.

Dan Wagner

4) Summary of work completed on the following items.
   - A) Boundary and Right-of-Way Survey
     - a) Field work
     - b) Historic record information
     - c) Tax maps
     - d) Railroad Maps
   - B) Topographic Survey
     - a) Field work
     - b) Processing of raw data
     - c) Private utility information
     - d) Public utility informaion
     - e) Resulting base maps
   - C) Mapping Update
     - a) Midtown Centre
     - b) 8th Street Streetscape
     - c) Riverene Apartments
     - d) Old Town Condominiums
     - e) Oryana
     - f) Lake Ridge Condominiums
   - D) Discussions with Stakeholders
     - a) Grand Traverse County Road Commission
     - b) Michigan Department of Transportation
     - c) Solicit suggestions for others to contact from audience

E) Plan and Profile Layout
    a) Demonstrate the cross sections completed
F) Traffic Routing and Calming
    a) Comment on previous suggestions
    b) Seeking public input
G) Future Land Use Map
    a) City Plan
H) Right-of Way Acquisition Map
    a) Item to be addressed later in the project
I) Environmental Studies
    a) Update on progress from the environmental consulting firm, The Traverse Group (proposal to City by middle of next week)
J) Pedestrian Access
    a) TART Master Plan
K) Railway Wye
    a) Discussions with MDOT
L) Public Meetings
    a) Discuss future Public Meetings
M) Permitting
    a) Item to be addressed later in the project
N) Traffic Counts – Existing/Future
    a) Analyzing data
    b) City GIS system
    c) Seeking public input
O) Cost Estimate
    a) Our grants specialist is investigating potential sources of funding for the project
P) Financial
    a) Item to be addressed later in the project

Joe Elliott
5) Solicit input from the meeting attendants regarding conceptual alignment, cross sections and intersections.

6) Solicit input from the meeting attendants regarding items they wish to discuss at future Public Input Meetings.

Joe Elliott, Dan Wagner & Tim Lodge
7) Question and Answer

Joe Elliott
8) Summarize Meeting and Conclude

Meeting agenda prepared by Dan Wagner, P.E.

Gourdie-Fraser
Municipal | Development | Transportation

Traverse City
123 W. Front St.
Traverse City, MI 49684
231-946-5874 Ph
231-946-3703 Fax
www.gourdiefraser.com

MEETING MINUTES FOR PUBLIC INPUT MEETING #3

Project: Boardman Lake Avenue
Meeting Date: September 18, 2003

Project Number: 031128
Meeting Location: Lake Ridge Condominium Lawn Area

In Attendance	Address	Phone	email Address
Rob Bacigalupi	123 W. Front St.	922.2050	
Mary L. Bain	#104, 1111 Lake Ridge Drive	932.8717	
Mark Bunter	314 E. 8th	941.2298	copycentral@speedconnect.com
Samantha Burrows	237 E. 10th	932.9401	
Elaine Cluff	1411 Cass		
Barb Cooper	245 E. 9th		
Shirlee Davidson	1111 Lake Ridge Dr.	932.2198	
Bob Doriot	9972 S. West Bayshore Drive	947.4851	
Diane Dusendang	300 Ottawa Ave, Ste 400, GR, MI	616.774.3500	
Joe Elliott	123 W. Front	946.5874	jelliott@gourdiefraser.com
Stuart Everett	1525 Cass	947.3900	stueverett@aol.com
Janet Fleshman	210 E. 9th	935.4316	
Mike Ghering	212 E. 16th	947.4436	
Eric Grebe	P.O. Box 911, 49685	883.4207	ericgrebe@nbbs.com
Jackie Kidd	256 E. 9th		
Tim Lodge	400 Boardman Ave.	922.4460	tlodge@ci.traverse-city.mi.us
Judith Loveluss	#301, 1111 Lake Ridge Drive	947.7375	
Cecil McNally	911 S. Union	933.6114	crmcnally@chartermi.net
Chris McNally	911 S. Union	933.6114	crmcnally@chartermi.net
E. Murphy	137 E. 10th	947.8542	
Cathy Peterson	P.O. Box 249, Lake Ann	275.6873	
Adrienne Rossi	312 W. 7th	946.7315	
Kurt Schultz	123 W. Front	946.5874	kschultz@gourdiefraser.com
Linda Smyka	2014 Iroquois	941.0170	
John Snodgrass	210 E. 9th	935.4316	
Russ Soyring	519 5th St.	922.4465	
Dan Wagner	123 W. Front	946.5874	dwagner@gourdiefraser.com
Jim Warner	236 E. 9th	947.6060	jwarners@chartermi.net
Susan Warner	236 E. 9th	947.6060	jwarners@chartermi.net
Bart Wheeler	#304, 1111 Lake Ridge Drive	933.3245	bartw@chartermi.net
Bonnie Willings	#305, 1111 Lake Ridge Drive	929.2036	bkwillings@yahoo.com
Pam Yeager	222 E. 14th	947.0163	pjyeags@aol.com

Sign in was not mandatory and some that attended may not be listed above. The meeting attendance was estimated to be 40 people. Of the 32 that signed in, at least 18 had attended one of the previous meetings.

The meeting agenda prepared for the meeting provided a good outline of the items discussed. A copy of this is included with the Meeting Minutes.

Gourdie-Fraser staff included Mr. Joe Elliott, P.E., Mr. Dan Wagner, P.E., and Mr. Kurt Schultz
City of Traverse City staff included City Engineer Mr. Tim Lodge, P.E., City Planner Mr. Russ Soyring, A.I.C.P., City Commissioner Linda Smyka, and City Manager Mr. Richard Lewis demonstrated his excellent culinary skills but was unable to remain for the meeting due to a previous engagement.
City of Traverse City Downtown Development Authority staff included Mr. Rob Bacigalupi

This meeting was the third of several public input meetings that will be held during the lifecycle of the project. The intent was to provide an update on the work that has been completed to date and to discuss conceptual designs. Specifically, existing cross sections, conceptual typical road cross sections, and conceptual intersection details were demonstrated and discussed.

The meeting was held under a tent that was erected near the lakeshore at the Lake Ridge Condominium complex on Lake Ridge Drive, just west of the 14th Street and Cass Road intersection. The meeting started at 5:30 with a hotdog roast and refreshments served by the City Manager, Richard Lewis.

Several exhibits were displayed that included the updated topographic and boundary survey in the area of the proposed Boardman Lake Avenue, an aerial image that highlighted the route, the TART master plan along the route, and the City Plan along the route. Six existing cross sections at particular areas of interest, four conceptual road cross sections and conceptual seven intersection details were displayed.

Mr. Dan Wagner called the meeting attendants to order shortly after 6:30 P.M., introduced the project design team and provided a brief summary of the work that has been completed to date. Mr. Wagner provided an overview of the various exhibits that were on display. In addition, he handed out packets containing copies of many of the displays that were prepared by Gourdie-Fraser. Mr. Wagner explained that we have yet to discover a suitable location for displaying information other than on the website as the Government Center and the Library have both been ruled out.

Mr. Joe Elliott then presented five aerial photos which he used to illustrate and discuss several potential road alignments and intersections. Mr. Elliott discussed the probably phasing of the project.

Mr. Elliott then opened the meeting up for general comments, questions and discussions. Mr. Elliott, Mr. Wagner, and Mr. Lodge commented on the various issues that were raised. Unlike the previous two meetings, we were hopeful that we could engage those at the meeting in a more conversational format, rather than following a strict "question and answer" format. We seemed to have great success and the majority of the crowd engaged in various discussions regarding the proposed improvements. Many discussions ensued regarding the project, some of which are mentioned below.

Several discussions focused on pedestrian movements. Many commented that the road should be pedestrian friendly. Several suggested considerations such as pedestrian crossing areas, a pedestrian tunnel or a pedestrian overpass.

There was a discussion about the impact that the new road could have on the other neighborhoods and there was concern about transforming a neighborhood traffic problem into a worsening traffic problem for a larger area.

There was a discussion about the area south of 14th Street which may possibly be separated into a second phase of the project. The difficult topographic features in this area were discussed.

A potential route for a bridge over the Boardman River near 8th Street was discussed but would likely need to occur as a follow on project due to funding restrictions.

The speed of the route was discussed and most seemed to support a 25 MPH speed limit.

The boulevard style of the road was discussed and most seemed to support the boulevard section, in one fashion or another.

The future of the TART trail expansion was discussed. The possibility of eliminating a trail along the Boardman Lake Avenue in lieu of utilizing the proposed TART trail extension along the Boardman Lake to the east of the proposed road was discussed.

There was a discussion regarding the linear alignment of the road and the perception that it resembled more of a rural road than a urban street. Several possibilities for traffic calming measures were discussed to offset the lack of flexibility offered by creating the road in the existing railroad right of way.

Many discussions focused on the road alignment and its interaction with the existing features such as intersections and the railway. Many commented that access should be limited to the minimal number of intersections but it was also suggested that many connections may help calm the traffic. The topic of interconnection to the existing road network was discussed at length. Several connection options were discussed at 8th Street and practically every other possible point of intersection along the route. Most seemed to agree that access points for vehicular traffic should be extremely limited.

There was a discussion that improvements to 14th Street could have a positive impact in the success of the Boardman Lake Avenue.

Several residents expressed concern about additional noise and negative traffic impacts to the Boardman Lake area that is recently seeing new development activity.

Mr. Elliott then described that the next logical step will be to further elaborate on the conceptual alignment and intersection details and to prepare preliminary estimates of construction costs. The next meeting location and date has not yet been set although an individual suggested the next meeting be held at the St. Francis playground on 10th and Cass Street to gain a better appreciation for the large volumes of traffic in that area.

As no further questions were posed and it was beginning to get dark, the meeting concluded at approximately 8:30 P.M. with a few individuals remaining to ask questions.

These minutes constitute the author's understanding of the proceeding. Any corrections to these minutes should be submitted in writing to this office within three (3) days of receipt of this document. For clarification of any of the items mentioned, please feel free to contact Mr. Dan Wagner, P.E.

Distribution: Mr. Joe Elliott, P.E.
Mr. Tim Lodge, P.E.

Gourdie-Fraser
Municipal | Development | Transportation

Traverse City
123 W. Front St.
Traverse City, MI 49684
231-946-5874 Ph
231-946-3703 Fax
www.gourdiefraser.com

MEETING AGENDA

Project:	Boardman Lake Avenue	Project No.:	031128
Date:	9-18-03	Title:	Public Input Meeting No. 3

Joe Elliott

1) Project Team Introduction.
   - Joe Elliott, Gourdie-Fraser
   - Dan Wagner, Gourdie-Fraser
   - Tim Lodge, Traverse City Engineer

2) Brief overview of Public Input Meetings #1 and #2 and meeting with the Old Town neighborhood.

3) Summary of meeting agenda.

Dan Wagner

4) Summary of work completed on the following items.
   - A) Boundary and Right-of-Way Survey
     - a) Field work
     - b) Historic record information
     - c) Tax maps
     - d) Railroad Maps
   - B) Topographic Survey
     - a) Field work
     - b) Processing of raw data
     - c) Private utility information
     - d) Public utility informaion
     - e) Resulting base maps
   - C) Mapping Update
     - a) Midtown Centre
     - b) 8th Street Streetscape
     - c) Riverene Apartments
     - d) Old Town Condominiums
     - e) Oryana
     - f) Lake Ridge Condominiums
   - D) Discussions with Stakeholders
     - a) Grand Traverse County Road Commission
     - b) Michigan Department of Transportation
     - c) Solicit suggestions for others to contact from audience

E) Plan and Profile Layout
    a) Demonstrate the cross sections completed
F) Traffic Routing and Calming
    a) Comment on previous suggestions
    b) Seeking public input
G) Future Land Use Map
    a) City Plan
H) Right-of Way Acquisition Map
    a) Item to be addressed later in the project
I) Environmental Studies
    a) Update on progress from the environmental consulting firm, The Traverse Group (proposal to City by middle of next week)
J) Pedestrian Access
    a) TART Master Plan
K) Railway Wye
    a) Discussions with MDOT
L) Public Meetings
    a) Discuss future Public Meetings
M) Permitting
    a) Item to be addressed later in the project
N) Traffic Counts – Existing/Future
    a) Analyzing data
    b) City GIS system
    c) Seeking public input
O) Cost Estimate
    a) Our grants specialist is investigating potential sources of funding for the project
P) Financial
    a) Item to be addressed later in the project

Joe Elliott
5) Solicit input from the meeting attendants regarding conceptual alignment, cross sections and intersections.

6) Solicit input from the meeting attendants regarding items they wish to discuss at future Public Input Meetings.

Joe Elliott, Dan Wagner & Tim Lodge
7) Question and Answer

Joe Elliott
8) Summarize Meeting and Conclude

Meeting agenda prepared by Dan Wagner, P.E.

Gourdie-Fraser
Municipal | Development | Transportation

Traverse City
123 W. Front St.
Traverse City, MI 49684
231-946-5874 Ph
231-946-3703 Fax

www.gourdiefraser.com

FAX COVER SHEET

THE INFORMATION CONTAINED IN THIS FACSIMILE MAY BE CONFIDENTIAL AND MAY ALSO BE SUBJECT TO THE ATTORNEY-CLIENT PRIVILEGE OR MAY CONSTITUTE PRIVILEGED WORK PRODUCT. The information is intended only for the use of the individual or entity to whom it is addressed. If you are not the intended recipient, entity, or the agent or employee responsible to deliver it to the intended recipient, you are hereby notified that any use, dissemination, distribution or copying of this communication may be subject to legal restriction or sanction. If you have received this facsimile in error, please notify us immediately by telephone, to arrange for return or destruction of the information and all copies. We appreciate your assistance.

FIRM NAME: TRAVERSE CITY ENGINEERING

FROM: Gourdie-Fraser
Municipal | Development | Transportation

PLEASE DELIVER TO:

NAME: MR. TIM LODGE, P.E.

NAME: Dan Wagner, P.E.

PROJECT: BOARDMAN LAKE AVENUE

GFA PROJECT NO: 031128

RE: MEETING MINUTES FOR PUBLIC INPUT MEETING #3

PAGE 1 OF 6

FAX NO.: 922.4457

DATE: 9-22-03

MESSAGE:

Hello Tim: Please see the attached meeting minutes.

Dan.