



Bayview Professional Centre  
 10850 Traverse Highway  
 Suite 1111  
 Traverse City, MI 49684

# Conservation Resource Alliance

Phone 231-946-6817  
 Fax 231-947-5441  
 info@rivercare.org  
 www.rivercare.org

Coordinating Sensible Stewardship Of The Land

## Notice

**Location:** Traverse City Governmental Center, Commission Chambers  
 400 Boardman Avenue  
 Traverse City, MI 49684  
 Facilitator: Todd Kalish, Michigan DNRE

### Boardman River Dams Implementation Team

Grand Traverse County	City of Traverse City
Traverse City Light and Power Department	Grand Traverse Band of Ottawa and Chippewa Indians
Michigan Hydro Relicensing Coalition	US Fish and Wildlife Service
Michigan Department of Natural Resources and Environment	
Grand Traverse Conservation District (Ex officio)	Conservation Resource Alliance (Ex officio)
Rotary Camps and Services (Ex officio)	Watershed Center Grand Traverse Bay (Ex officio)
Grand Traverse County Road Commission (Ex officio)	

**Thursday, September 16, 2010**  
**1:00 p.m.**  
**City Commission Chambers, Governmental Center**  
**400 Boardman Avenue**  
**Traverse City, MI 49684**  
**Posted:**

The City of Traverse City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Makayla M. Vitous, Assistant to City Manager, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations. Information concerning the provisions of the Americans With Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

## Agenda

- |                  |                                                                                                         |
|------------------|---------------------------------------------------------------------------------------------------------|
| <b>1:00-1:05</b> | <b>Introductions</b>                                                                                    |
| <b>1:05-1:20</b> | <b>Public comment</b>                                                                                   |
| <b>1:20-1:25</b> | <b>Additions/deletions to the agenda</b>                                                                |
| <b>1:25-1:30</b> | <b>Review and potential approval of the August 19, 2010 meeting minutes: decision item (Nate)</b>       |
| <b>1:30-1:40</b> | <b>Review action items from August 19 IT meeting: discussion (IT)</b>                                   |
| <b>1:40-1:50</b> | <b>US Army Corps of Engineers update: (Carl Platz)</b>                                                  |
| <b>1:50-2:00</b> | <b>Draft 2011 and revised 2010 Boardman River Dams IT meeting schedules: discussion/decision (Nate)</b> |
| <b>2:00-2:10</b> | <b>Draft "Consultant Agreement" submitted by CRA: discussion/decision (Todd, Dennis, Ben)</b>           |
| <b>2:10-2:20</b> | <b>Presentation of fundraising activity report and fundraising updates: discussion (Nate)</b>           |
| <b>2:20-2:35</b> | <b>Communications update: discussion (Nate)</b>                                                         |
| <b>2:35-2:40</b> | <b>Project manager monthly report: discussion (Nate)</b>                                                |
| <b>2:40-2:45</b> | <b>Agenda items for the next meeting and meeting review: discussion/decision item</b>                   |
| <b>2:45-3:00</b> | <b>Public comment</b>                                                                                   |
| <b>3:00</b>      | <b>Adjourn</b>                                                                                          |



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Michigan Department of Natural Resources and Environment	
Grand Traverse Conservation District (Ex officio)	Conservation Resource Alliance (Ex officio)
Rotary Camps and Services (Ex officio)	Watershed Center Grand Traverse Bay (Ex officio)
Grand Traverse County Road Commission (Ex officio)	

## Meeting Minutes

**Date:** August 19, 2010

**Facilitator:** Todd Kalish, Michigan Department of Natural Resources and Environment

**Notes:** Tape recording and hand written notes by Nate Winkler, Conservation Resource Alliance

**Present:**

Ben Bifoss (City of Traverse City)  
 Lew Coulter (Grand Traverse Conservation District)  
 Nate Winkler, Amy Beyer (Conservation Resource Alliance)  
 Rick Westerhof (US Fish and Wildlife Service)  
 Todd Kalish (Michigan Department of Natural Resources and Environment)  
 Mark Rollenhagen (Traverse City Light and Power Department)  
 Becky Ewing (Rotary Camps and Services)  
 Andy Knott (Watershed Center Grand Traverse Bay)  
 Mary Gillis (Grand Traverse County Road Commission)  
 Dennis Aloia (Grand Traverse County)  
 Jim Pawloski (Michigan Department of Natural Resources and Environment)

**Absent**

Jim Schramm (Michigan Hydro Relicensing Coalition)  
 Brett Fessell (Grand Traverse Band of Ottawa and Chippewa Indians)

- 1:00-1:05 Introduction**  
Introductions were made around the chambers by those in attendance.
- 1:05-1:06 Public Comment**  
Todd Kalish opened up the floor to public comment. There were no members of the public that wished to speak.
- 1:06-1:10 Additions/deletions to the agenda**  
There were no recommendations for additions or deletions to the agenda.
- 1:10-1:15 Review and potential approval of the July 15, 2010 meeting minutes: decision item**  
There were no suggested additions, deletions, or edits by the IT and subsequently the minutes were considered approved.
- Todd Kalish recommended that the question and answer sheet that he distributed prior to the meeting be discussed. The content regards questions received during the public comment period of the IT meetings and subsequent answers generated during the Project Managers working meetings. Becky Ewing suggested posting them on the website in reverse chronological order (i.e. most recent questions first). Hearing no other suggestions, Kalish indicated that he would be posting the Q and A to the website.
- 1:15-1:20 Review action items from July 15 IT meeting: discussion (IT)**  
Nate Winkler reviewed the action items from the prior months IT meeting. These included the following: **Todd Kalish** to distribute midyear consultant agreement to the IT per Dennis Aloia's request (**pending**); coordinate a recommendation on who will lead proposal development, serve as applicant, and be responsible for fulfilling GL Fish Trust Application (**pending**); provide photos used in case statement to CML (**done**), **Steve Largent** to forward EPA invasives grant information to CRA (**done**), **Amy Beyer** to provide draft scope of work for consultant agreement extension to the IT for comment (**done**), **Nate Winkler** to post public notice and notify IT of revised IT meeting schedule for 2010 and first Friday of the month Project Managers meeting/working sessions (**pending**).
- 1:20-2:20 Review local project plan regarding Brown Bridge Dam and dam sequencing: discussion/decision (Todd)**  
In an effort to direct grant funding toward specific components of the overall project, Todd Kalish recommended a discussion regarding the local plan to remove Brown Bridge dam, funding of such a plan, and where to direct future grant proposal labors. Kalish gave a synopsis of the information contained in the rationale document included in the packet which was developed in part on recommendations from the Project Managers working group. The conversation centered initially on the NEPA requirements if federal funding is used (per Jim Pawloski's question regarding permitting beyond the state of

Michigan's requirements). Kalish indicated that if federal funds were not used, the NEPA analysis could be potentially performed by a private consulting firm on a much shorter timeline and at a much lower cost. Rick Westerhof interjected that cumulative impacts would have to be considered which could change the scope of the project. Kalish also pointed out that if Brown Bridge is taken out of the Corps purview, their "no-action" alternative will change to reflect that. Ben Bifoss noted that a presumption is being made that funding will be available for local removal of Brown Bridge Dam. If funding is not attained however, it will be very difficult to insert Brown Bridge Dam back into the Corps plan. Kalish responded that if the IT believed that future grant efforts should be directed toward Brown Bridge and that level of funding was attained, only then would consideration be given to removing that component of the project from Corps purview.

The second scenario was considered which does not involve the Army Corps as the primary sponsor. This would result in allocation of funds immediately to one specific aspect which would expedite work on the ground and provide immediate deliverables but could potentially not mesh with the Corps schedule. Kalish noted that having the Corps as the primary sponsor provided a more robust legal umbrella.

The third scenario described waiting until after the project cooperative agreement (PCA) is signed so that the funds expended will apply to the 35% match cost share. The PCA will be signed by the local sponsor after the NEPA analysis and plans and specifications are developed. This will be approximately four years from the current date. Kalish noted that this scenario would involve curtailing the local fundraising effort for approximately three years. Amy Beyer added with concurrence from Rick Westerhof that this scenario would be the most expensive total cost and therefore likely the most expensive regarding the 35% local cost share. Beyer went on to explain that the recommendation of the Project Management team to pursue local removal of Brown Bridge Dam provides the lowest overall cost and therefore the lowest cost share. In addition, Beyer related that a letter in response to the 95% draft was being generated in the spirit of requesting flexibility in drafting the PCA so that it can be implemented in stages so the cost could be spread out over time.

Dennis Aloia related that he had concerns regarding the actual savings by the local sponsors if local removal of Brown Bridge Dam is pursued and that amount of funding is not credited toward the 35% cost share. Rick Westerhof indicated that by reducing the overall cost of the project so the Corps would not have to do NEPA, plans and specifications, and construction, the 35% cost share would be that much less. The idea was fielded that a local implementation of the Brown Bridge Dam removal will result in a lower overall cost because the time to do the work will be reduced by three years. Kalish went on to relate that federal funds will likely be part of the Brown Bridge Dam

removal process, but would not know for sure until the Fish Trust was approached with a successful proposal.

Aloia went on to express concern about funding the cost of the remaining two dams to be removed that are owned by the County subsequent to assisting the City in removing Brown Bridge. Ben Bifoss responded that that was currently an ambiguous issue and definitely needed clarification since this was considered one entire project. Bifoss and Aloia agreed that while hopeful that a portion of the 35% match would be offset by the land value of the exposed bottomlands, there was no guarantee. Beyer posited the question of the City and County joining together in a resolution to jointly fund the overall project. Bifoss responded that this would be complicated by the presence of the Cass Road crossing at Boardman Dam and the City likely would not be in favor of funding a County-owned bridge replacement. Aloia indicated that perhaps the agreement could remove the crossing from the project and just involve dam removal. Another benefit to a joint resolution discussed would assure the Army Corps that the local sponsors were looking at this as one project. In addition, a joint resolution and a joint application would be looked upon favorably by funding agencies. **Action item: Nate Winkler/Todd Kalish** to draft letter on behalf of IT to City and County commissions regarding a joint resolution.

A question was posed by Ben Bifoss related to the table illustrating the estimated cost for the local project removing Brown Bridge Dam concerning line item costs. This involved the construction line item and demolition line item and what the difference is between the two. **Action item: Nate Winkler** to determine reason for two seemingly similar line items. Becky Ewing suggested an "Army Corps Multiplier" to determine how much more the Brown Bridge Dam removal would be under the Corps compared to a local effort. Todd Kalish pointed out that it would be very difficult to parse out the exact cost from the Corps' estimate because it is all encompassing. **Action item: Rick Westerhof** to research cost estimates from two other Corps projects, the Marion Dam and the Ballville Dam.

Aloia indicated that he could not support any emphasis on Brown Bridge Dam funding until a resolution between the City and the County was joined.

**Decision item:** The proposal that the IT will live with Scenario Two pending a joint resolution between the City and County was approved by consensus.

**2:20-2:25**

**Establish date for Implementation Team retreat: discussion/decision (Todd)**

An IT retreat was scheduled for Thursday, December 2<sup>nd</sup> from 1:00-5:00 pm at the Grand Traverse County Nature Center. Dennis Aloia indicated a desire to have it late in the year so that new County commissioners may be attend.

- 2:25-2:30**      **Presentation of fundraising activity report and fundraising updates: discussion (Amy)**  
Amy Beyer reviewed fundraising materials included in the meeting packet. Andy Knott announced that the MDNRE grant for baseline water quality monitoring had been awarded to the Watershed Center.
- 2:30-2:40**      **Communications update: discussion (Amy)**  
Amy Beyer reported on the communications work done subsequent to the prior IT meeting. This activity included issuance of first press release and follow up media response assessment. Beyer indicated that the next press release would involve the Conservation District's NOAA grant and subsequent bottomlands work. Beyer also reviewed the Boardman River float trip coordinated by CRA which included representatives from agencies, stakeholder groups, and the media. Additional outreach activities anticipated for the near term include Beyer's project presentation at the "Healing our Waters" conference in Buffalo, NY as well as Todd Kalish and Becky Ewing's project presentation at the Michigan Funder's Group meeting in October. Kalish also led an NMC "Lifelong Learning" group tour of the project recently.
- 2:40-2:45**      **Project manager monthly report: discussion (Amy)**  
Amy Beyer referred to the project manager's monthly report in the meeting packet which was organized by the three separate workplans: local project management plan, communications plan, and fundraising plan.
- 2:45-2:50**      **Agenda items for the next meeting and meeting review-discussion/decision item**  
Agenda items for September's meeting include presentation of 2011 IT meeting schedule and presentation of consultant agreement.
- 2:50-2:50**      **Public comment**  
There were no members of the public that indicated the desire to comment.
- 2:50**            **Meeting Adjourned**



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## **(DRAFT) Boardman River Dams Implementation Team** **2011 Meeting Calendar**

**Meeting Location:** Traverse City Governmental Center, Commission Chambers  
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\*Meetings are the third Thursday of every other month (except November), 1-3 pm

January 20  
March 17  
July 21

September 15  
November 24



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### **Boardman River Dams Implementation Team** **Revised 2010 Meeting Calendar\***

**Meeting Location:** Traverse City Governmental Center, Commission Chambers  
400 Boardman Avenue  
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\*Revised calendar reflects decision by IT at the July 17<sup>th</sup>, 2010 meeting to go to every other month subsequent to the September meeting

REMAINING MEETINGS FOR 2010 ARE AS LISTED BELOW:

**September 16**  
**November 24**

SCHEDULE A  
SCOPE OF SERVICES  
(Modification #1)



**Project Name:** Boardman River Dams Removal/Modification Project

**Scope of Services Overview:**

The Boardman River Dams Removal/Modification Project will be overseen by the Implementation Team (IT) and designed to mesh with the planning, permitting and design work being undertaken by the Army Corps of Engineers. The Consultant is responsible for coordinating the Implementation Team's efforts in planning and carrying out dam removal/modification as described below. Completion dates for major milestones are specified in the overall project implementation plan.

**Primary Supervisor:** [to be determined]

**Evaluation:** [to be determined]

**Consultant Services and Deliverables**

**Management and Operations**

- Maintain an overall project implementation plan that identifies major tasks, milestones, timeline, costs, funding status, and lead responsibilities. The plan will focus on project elements being undertaken by the IT, and will illustrate how the local project elements fit in with efforts of the Army Corps. The plan will be updated and reviewed with the IT at each of its regular meetings. The Consultant will track activity-level project work, some of which will be managed by individual team members or working teams, and will reflect that information in the overall project implementation plan.
- Assist the IT or its members in selecting contractors using a Qualifications Based Selection process as needed. Consultant will serve as a point of contact as needed for contractors or professionals engaged by the IT, City, or County to implement the project. Depending on the scope of contract or professional services, costs for this activity may not be fully included in the fee described in Schedule B.
- **[Will consultant be responsible for this?** From the Army Corps' 95% Draft Project Management Plan, the non-federal sponsor "... is responsible to attend all relevant study meetings (not identified yet) – in Detroit, managing the in-kind work to be provided under other sub-accounts, and providing budgetary and schedule input for completion of activities."]

## **Fund Development**

- Coordinate fund development work with IT members and funding agencies. A Fundraising Update will be presented to the IT at each of its regular meetings and will identify major developments and scheduled fund development actions planned for the next period.
- Document funding opportunities and status of all proposals and grants that support the project. Note that the consultant is reliant on team members to provide timely information related to any independent fund development activity. A comprehensive funding database will be maintained and updated for the IT's review at each of its regular meetings.
- Prepare grant proposals and support proposal efforts of the IT as needed.
- Serve as a fiduciary and/or grant manager as needed. Note that full costs associated with this activity are not included in the fee described in Schedule B and will be paid in part or in full through grant funds.

## **Communications and Project Documentation**

- Maintain and implement a Communications Plan that identifies major activities, timetables, responsibilities, costs, and funding.
- Serve as the clearinghouse for all information related to the project, including serving as a point of contact for related efforts in the community and region. Flow information to and from the IT and individual members as needed. Note that the consultant is reliant on team members to provide timely information about project activity.
- Coordinate and refer media contacts and inquiries from the general public to the appropriate places for response.
- **[if IT and other partners want consultant to handle this:** Post all project information to the project website and maintain website content to reflect current status of the project.]
- Maintain documents, records, files and other materials associated with the project.

## **Committee and Implementation Team Support**

- Oversee and manage all support operations for the Implementation Team.
- Oversee and facilitate the operations of working teams and potential subcommittees to the Implementation Team.
- Schedule, attend and develop agendas and summaries of all meetings of the Implementation Team in accord with the Open Meetings Act.
- Conduct any additional work items deemed appropriate by the Implementation Team.
- Act as a fiduciary on federal, state, local and private grants as needed.

SCHEDULE OF PAYMENTS "B"  
Modification #1

The term of the contract will be 24 months. At that time the scope of the contract will be revisited and modified to meet the current needs, and may be extended on mutual consent of the IT and Contractor.

**[this section to be revised]**

The Contractor will perform tasks outlined in Schedule "A" as deemed appropriate by the Project Manager Team and the IT. The Contractor will submit monthly progress reports to the IT with a detailed description of the tasks and work items completed in accordance with this Contract. The IT will review the progress reports at their monthly meetings (currently scheduled as the third Thursday of every month) and distribute payment if the work items are deemed acceptable and in compliance with the terms of this Contract. Payment for services rendered under this Contract will not exceed \$40,000 per year, and shall be distributed in monthly (if approved by the IT) increments of \$3,333.33.

## Funding

Boardman River Dams removal project (Current - April 2009-present)

Ref.	Funding source	Amount	Match	Fiduciary/Grant Administrator	Status	Application Date	Project Application
10-2	EPA - Great Lakes Restoration Initiative Invasives Grant	\$935,000	\$67,000	GTCD	Expect Award	1/29/2010	Three-year grant to survey and treat invasive plants across GT Bay watershed counties, and development of a regional strategy, public education. Funds included for work in the Boardman bottomland areas.
11-1	BIA-Circle of Flight (GLRI) FY2011	\$450,000	NA	GTB	Pending	NA	combined with FY2010 request
09-5	DEQ non-point source	\$21,000	\$10,000	Watershed Center	Pending	10/28/2009	Boardman River channel restoration and bottomlands work - part of larger proposal
10-6	Army Corps of Engineers - Federal Appropriation via GLFER*	\$4,000,000	NA	CRA for City, County	Pending	2/12/2010	ACOE program support; cannot be (Boardman) project specific
10-10	NOAA CCRJ (Coastal Counties)	\$68,500	\$77,380	GTCD assisted by RCS	Expect Award	3/29/2010	Bottomlands work, stewardship planning and outreach, volunteer engagement
10-12	MDNRE Coastal Management Program	\$50,000	\$60,000	CRA	Pending	5/14/2010	Project communications and media outreach
11-2	BIA Roads and Bridges	?	?	GTB and GT Road Commission	preliminary pre-app discussion	NA	exploring support for design and construction work that might be needed at Cass Road, possibly S. Airport Rd.
	Subtotal-Pending Grants	\$1,624,500			*(assumes \$1 million of GLFER applied to Boardman)		
10-11	MI DNRE Monitoring Program	\$27,438	\$16,287	TWC	In Progress	4/15/2010	Support toward baseline water quality measures before dam removal
09-4	Tribal Wildlife Grant (FWS)	\$200,000	NA	GTB	In Progress	9/1/2009	Data collection, draw down and bottomlands planning at all 3 dams, permitting, monitoring support

## Funding

### Boardman River Dams removal project (Current - April 2009-present)

Ref.	Funding source	Amount	Match	Fiduciary/Grant Administrator	Status	Application Date	Project Application
10-4	BIA-Circle of Flight (GLRI) FY2010	\$300,000	NA	GTB	In Progress	2/1/2010	Support focused on Brown Bridge draw down and bottomlands plans, permitting, drawdown, and follow-up
10-9	Oleson Foundation	\$6,000	\$2,430	TWC	In Progress	3/31/2010	Tree plantings in bottomlands Fall 2010, Spring 2011
09-1	Traverse City Rotary Camps and Services	\$27,000	NA	Grand Traverse County	In Progress	2009-2010	Support to assure effective collaboration and integration of related local and regional initiatives
10-3	Traverse City Rotary Camps and Services	\$23,000	NA	Grand Traverse County	In Progress	2010-2011	Support to assure effective collaboration and integration of related local and regional initiatives
09-2	Grand Traverse County	\$25,000	NA	CRA	In Progress	2009-present	Project manager salary
09-3	Traverse City	\$25,000	NA	CRA	In Progress	2009-present	Project manager salary
10-8	US Fish & Wildlife Service Partners for Fish Habitat	\$25,000	\$35,000	CRA	In Progress	2010-2011	Bottomlands management including outreach
10-1	US Fish & Wildlife Service Great Lakes Fish & Wildlife Restoration Act	\$75,000	\$25,000	CRA assisted by URS	Declined	1/21/2010	Sediment characterization (preproposal)
10-5	TCLP Community Development	\$17,400	NA	TWC assisted by RCS	Declined	2/1/2010	Long-term stewardship, communications and outreach
10-7	US Fish & Wildlife Service Great Lakes Basin Fish Habitat Partnership	\$75,000	\$25,000	CRA assisted by URS	Declined	2/12/2010	Sediment characterization

## Funding

### Boardman River Dams removal project (Current - April 2009-present)

Ref.	Funding source	Amount	Match	Fiduciary/Grant Administrator	Status	Application Date	Project Application
09-6	NOAA Open Rivers	\$560,000	\$760,000	CRA	Declined	11/16/2009	EIS, design and specs, bottomlands restoration
	Great Lakes Fishery Trust	\$14,737		TC Rotary Camps and Services	Complete	Complete	Finalization of the engineering and feasibility alternatives analysis and fund development for the dams removal project

<b>In-Kind Services</b>					
<b>Boardman River Dams removal project (Current - Jan. 2010 - present)</b>					
<b>Funding source</b>	<b>Amount</b>	<b>Fiduciary/Grant Administrator</b>	<b>Status</b>	<b>Project application</b>	
MDNRE	\$50,000	In-kind	In progress 2010	Project administration and management assistance	
Freshwater Roundtable	\$4,000	In-Kind			
Implementation Team	will post end-2010	In-Kind	2010 Activity	IT meetings and work elements	
CRA Contribution from Regional River Care funding	will post end-2010	In-kind	2010 Activity	Project plan, communications, fund development, IT operations	
CML Marketing Inc.	will post end-2010	Donated and discounted professional services	2010 Activity	Communications planning and implementation	
<b>Total In-Kind Current</b>	<b>\$54,000</b>				

6000

# **Boardman River Dam Removal – Fundraising Update**

Date: September 2010

## **Major Activities and Milestones:**

The first draft of an overall project plan, including rationale for where local efforts might focus, was reviewed by the I.T. in August. The recommendation to focus local fundraising and project efforts to remove Brown Bridge dam first was conditioned on gaining a resolution from City and County to share jointly in project efforts over the whole scope.

Todd Kalish began development of the Great Lakes Fisheries Trust Proposal – some items still open on this.

## **New Developments:**

**(References pertain to individual grant sources on the current Funding table.)**

In early September the City and County are considering a joint resolution to support the overall dam removal effort. This resolution, or an alternative approach, is needed before the project team can finalize a case statement and have solid discussions with funders about specific funding needs.

RFP was issued for bottomlands work under tribal grants. (ref. 09-1 and 11-4 in table)

In a related effort, one or two of the 30+ sites that will be designed or constructed under a newly announced \$750,000 regional grant include Cass Road and railroad crossings on Jacks Creek and Miller Creek, both severe contributors of sediment and fish passage problems in the Boardman watershed.

## **Fund Development Action Plan:**

September 16, 2010 – Notice of Intent for CMI/319 – Boardman dams task included in GT Bay proposal as last year? (Andy Knott)

September 2010 – Midwest Glacial Lakes Partnership pre-proposal (Nate Winkler)

October 1, 2010 – Initial plans to hold discussions with other key funders around GLFT scope of work (can Rotary lead this?)

October 11, 2010 – Michigan funders' meeting in Traverse City to feature Boardman Dams project? (Becky Ewing)

October 25, 2010 – CMI/319 full proposals due

November 2010 (tentative) – Application presented to Great Lakes Fisheries Trust Board

November 2010 (tentative) – Resubmit NOAA Open Rivers Initiative proposal (Nate Winkler)

Early 2010 (tentative) – FY2011 BIA Circle of Flight application (Brett Fessell)

TBD 2010 - EPA GLRI second RFP? (expected to have resources matching design needs)

April 2011 MNRTF Application by Fish Division?

**Open Items:**

New- Letter to Army Corps from project management team requests consideration of alternative ways to structure a project cooperation agreement in order to utilize local funds being raised in 2010 and 2011.

Target date - August 1, 2010 – Determine roles/lead for GLFT case statement/proposal, applicant, and management of grant activities (Todd Kalish)

Target date - September 1, 2010 – Case statement for Great Lakes Fisheries Trust Application (Todd Kalish)

Target date - August 31, 2010 – US Fish & Wildlife Service Fish Passage and Fish Habitat/Partnership pre-proposals (Nate Winkler)

Old-

Senator Levin's office is tracking opportunity to petition for past community matching funds eligibility

Explore road crossing needs related to project with the Grand Vision Transportation Work Group (TC-TALUS)

## The Boardman: A River Reborn Communication Timeline

<b>Identity</b>	
Present: Names	July 15
Approval: Name Direction	July 30
Present: Logo	August 05
Approval: Logo	September 08
FPC Present: List of Collateral Materials	September 09
CRA Approval: List of Collateral Materials	September 14
FPC Present: Collateral Materials	September 21
CRA Approval: Collateral Materials	September 24
FPC Finalize/Submit to Printer: Collateral Materials	September 28

<b>Marketing Materials</b>	
FPC Present: Fact Sheet Content	July 15
CRA Final Feedback: Fact Sheet Content	August 16
FPC Present: Fact Sheet Brochure Concept	September 9
CRA Approval: Fact Sheet Brochure Concept	September 14
FPC Present: Fact Sheet Brochure in Complete Form	September 23
CRA Approval: Fact Sheet Brochure in Complete Form	September 28
FPC Update: Key Messages	Ongoing
FPC Present: Hydro Summary	July 15
CRA Final Feedback: Hydro Summary	August 16
FPC Update: Hydropower Summary	Ongoing
FPC Present: Q & A	July 15
CRA Final Feedback: Q & A	August 16
FPC Update: Q & A	Ongoing
FPC Present: Outline of PowerPoint Presentation	TBA
CRA Approval: Outline of PowerPoint Presentation	TBA
FPC Present: PowerPoint Presentation	TBA
CRA Approval: PowerPoint Presentation	TBA

<b>Public Relations</b>	
<b>Press Releases</b>	
FPC Present: Grand Traverse Band / USFW Grant	July 15
CRA Approval: Grand Traverse Band / USFW Grant	August 04
FPC Present: Grand Traverse Band BIA Grant	TBA

CRA Approval: Grand Traverse Band BIA Grant	TBA
FPC Present: Draw Down Plan or Permit App.	TBA
CRA Approval: Draw Down Plan or Permit App.	TBA
FPC/CRA: Present: Army Corps Needs Analysis	TBA
<b>Media Organization</b>	
FPC Update: Media Contact List*	Ongoing
FPC Update: List of Publications*	Ongoing

\*Updated after each press release is submitted

<b>Website Design and Development Site Architecture</b>	
FPC Present: Website Architecture	July 15
CRA Approval: Website Architecture	July 23
FPC Present Interface Designs	September 17
CRA Approval: Interface Design	September 23
FPC Present: Scope of Functionality Document	September 23
CRA Approval: Scope of Functionality Document	September 24
FPC Begin: Development	September 23
FPC/CRA Content & Image Organization/Migration	September 23 - October 8
FPC Complete: Development	October 8
FPC/CRA Review Website: Testing and QA	Week of October 11
CRA Training: Website and CMS	Week of October 11
IT Committee Review/Feedback	Week of October 11
CRA Approval: Final to Launch the Website	Week of October 18
FPC Launch Website	Week of October 18

Please note that these dates are based on client feedback and approval in a timely manner.

**Boardman River Dams Implementation Team**

Project Manager Monthly Update

9-16-2010

**The following synopsis describes activities performed on behalf of the Boardman River Dams Implementation Team for the time period 8-14-2010 to 9-13-2010;**

**Work Plan**

Participated in generating comments regarding the 95% Draft Project Management Plan and submitting them to the Army Corps of Engineers

**Communications**

Participated in Communications Working Group meetings

Met with communications consultant to coordinate discussion, review, and comments on hydropower messaging, website development, and faq sheets

Updated "Boardman River Dams Project" distribution list in response to requests to be added or removed

**Fund Development**

Updated and revised fundraising reports and tables

**Implementation Team and Working Group Activity**

Edited and distributed July 15, 2010 approved IT meeting minutes

Assembled and distributed materials for August 19 IT meeting

Attended and participated in August 19 IT meeting

Composed and distributed draft August 19, 2010 IT meeting minutes

Coordinated Boardman River Dams Project Managers meeting

Compiled materials for packet; generated and distributed in advance of September 16 IT meeting