

Approved: 6/6/2013

**Meeting of  
May 2, 2013**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, MAY 2, 2013 AT 8:30 A.M. IN THE COMMISSION CHAMBERS AT CITY HALL, 319 NORTH LAKE STREET

**Call to Order**

Chair Swartz called the meeting to order at 8:30 a.m.

**Roll Call**

Present: Jodie Adams, Mike Cain Bob Carlile, Jim Jensen  
Larry Lenhart, Pat O'Brien, and Rob Swartz

**Meeting  
Attendance**

Absent: Michelle Cortright and Robin Berry Williams (arrived 8:32)

City Staff: Main Street Manager Hugh Conklin, Planning/Zoning Administrator  
Scott McPherson, Assistant Planner Leslie Meyers and recording  
secretary Karen Seeley

Public: There were two people in attendance

**Excused Absence  
MOTION**

**Cain moved Adams second PASSED UNANIMOUSLY to excuse Michelle Cortright from today's meeting.**

**Approval of Minutes  
MOTION**

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**Carlile moved, Adams second PASSED UNANIMOUSLY to approve the April 4, 2013 regular meeting minutes**

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**Citizens Comments**

None

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**Correspondence**

None

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**Main Street Committee  
Reports**

Jim Jensen gave an overview of the Small Town Rural Conference he attended at Crystal Mountain and Robin Williams Berry reported on the National Main Street convention that she attended in New Orleans.

In addition to the committee reports included in the agenda packet Main Street Manager Conklin reported on a few items:

- Reminded the board of Buff of Boyne, May 4<sup>th</sup>, 9 a.m. Sunset Park.
  - The SOBO Arts festival was successful in its application to the Charlevoix County Community Foundation for a \$1,900 grant to fund the performance on June 28 of the Bay Area Big Band.
  - Shirley Matz found a new location for her barbershop, as of April 30 she is located at 211 ½ South Lake Street, formerly the home to Meg McClorey Pottery.
  - Jim Howell has moved his appraisal business to Main Street, next to Sweetgrass Framing.
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Main Street Manager Conklin reported on:

### Manager's Report

- There were no viable candidates for the Sunset Park Intern program
- The Business expo was a huge success and congratulations to Chamber Executive Director Jim Bauman.
- Challenge Mountain surveyed their membership and has agreed to enter into a one year contract with Boyne Thunder. **Cain moved Adams seconded PASSED UNANIMOUSLY** to approve Boyne Thunder entering into a one year contract with Challenge Mountain for 10% of proceeds.
- A meeting with theatre owner Paul Mitchell was held April 12 and was very productive. The Downtown Planning grant for the theatre was submitted to the MEDC on Friday. A decision is expected by the end of May with approval by the Michigan Strategic Fund in June.

### Unfinished Business

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#### **Bike rack designs:**

The board reviewed some renderings of different art designs for new bike racks in the downtown. Main Street Manager Conklin reported that the Design Committee discussed the RFP's that were originally submitted. There were issues with the RFP identifying the quantity and maximum price.

The committee reached a consensus that detailed design of the racks is needed as the original drawings were conceptual only. The completed drawings are the renderings the board is reviewing today. The board liked the concept submitted by the Wood Shop. Board discussions if four were enough? Four would get us started and give us something to build on with possible sponsorships in the future. These would be unique to the community, a piece of art that is also functional. **Adams moved Cain seconded PASSED UNANIMOUSLY** to support the concept, to obtain bids of the artistic rendering of bicycle racks and send the designs out for bids once they are finalized and given the blessing of the Planning and City Commissions.

### MOTION

#### **Sidewalk Café alcohol service:**

At the April meeting, the board had discussion about a change in city ordinance to allow alcohol to be served at sidewalk café, in downtown Boyne City. The board was in support of the change but wanted more details in regards to how it would be managed. They received a draft of a proposed new ordinance to regulate sidewalk cafes by City Planner Scott McPherson. The proposed ordinance as written would allow a sidewalk café to obtain an annual permit if they meet the criteria. The permit would be required for all sidewalk cafes not just those serving alcohol. McPherson reviewed the ordinance with the board and stated the one change recommended would be the deletion of the July 4<sup>th</sup> restriction on sidewalk cafes. The board concurs that it should be allowed on the 4<sup>th</sup> as well. A public hearing has been scheduled for the next Planning Commission meeting, Monday, May 20<sup>th</sup> at 5 p.m. A public hearing is required to consider any ordinance change. The planning commission is generally supportive of the alcohol aspect, but did have considerable discussion on the requirements for a clear zone on the sidewalk (4 foot). Board question if we would need it to come back to this board after the Public Hearing. It could always come back. **Adams moved Williams seconded PASSED UNANIMOUSLY** that the Main Street Board recommends to the Planning Commission that it support the proposed new ordinance regulating sidewalk cafes.

### MOTION

#### **Stroll the Street Hayrides:**

At the April meeting there were various questions/ concerns and a follow-up meeting was held with Becky Kuebler of Boyne Valley Tours and Services to discuss them. The board reviewed the list from Boyne Valley Equine to address their concerns. City Manager Cain said that he is in support and we should give them some leeway. The board feels they should have an immediate "out" clause in the contract. They would need to add the City of Boyne City and Main Street as additional insured on

MOTION

their policy. There has been some talk about them purchasing a buggy and using that instead of the wagon. The allowable route would be different for a horse and buggy. **Cain moved Lenhart seconded PASSED UNANIMOUSLY** to support the concept of horse drawn rides through downtown, with the route and schedule to run through the Main Street Manager. Their insurance will need to have the City of Boyne City and Main Street added as insured and the contract can be withdrawn immediately if problems arise by the Main Street Manager or the Police Department.

MOTION

**Use of the Main Street Logo:**

The board reviewed a draft of a user agreement to allow the Boyne City Main Street logo and tagline to be used by businesses. All designs would have to be approved by the Main Street Manager and if approved a use agreement between Boyne City Main Street and the vendor/artist/business is required. Board discussion regarding fees. Let's try it for the first year with no fees and revisit next year. **Cain moved Carlile seconded PASSED UNANIMOUSLY** to move forward with the agreement and add a bullet to include a "opt out" clause in case they are not following the agreement.

**Michigan Main Street Agreement:**

Boyne City Main Street's Master-Level Agreement with Michigan Main Street is up for renewal. The contract is for two years and outlines the services we receive from the state program and the expectations the state program has with Boyne City Main Street. The new agreement has been revised to include more comprehensive insurance requirement for the community, and Main Street Manager Conklin has reviewed the changes with Paul Olsen, the city's insurance representative. He will add Michigan Main Street as an additional insured. **Cain moved O'Brien seconded PASSED UNANIMOUSLY** the Main Street board approves the Michigan Main Street Program Community Requirements and Expectations Agreement as proposed. **10<sup>th</sup> Anniversary Celebration Update:** The committee has been very active, the 10<sup>th</sup> anniversary logo was designed by Kecia Freed and we will be ordering twelve banners with the logo for the poles downtown. The celebration will take place at Old City Park with a program from 6-8 pm. There will be a memorial tree planting of a white oak and the Chamber has sent out a survey to compile a top ten list of what people love about Main Street.

New Business

MOTION

**Graphic design services-Kecia Freed:**

Kecia's current contract expired in April 2013 and the board is being asked to again accept her design services for the 12-month period between May 2013 and April 2014 in the amount of \$3,600. **Cain moved Adams seconded PASSED UNANIMOUSLY** to accept the service agreement with Kecia Freed of Kecia Freed design.

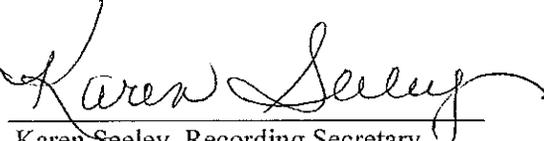
MOTION

- The Thirsty Goat will reopen on May 16<sup>th</sup>.
- There is now another option for internet in town with the addition of MySpot.net
- The House at 417 Pearl Street is up for tax foreclosure.

**GOOD OF THE ORDER**

**Cain moved Williams seconded PASSED UNANIMOUSLY** to adjourn the May 2, 2013 meeting of the Boyne City Main Street Board at 10:28 am.

**ADJOURNMENT MOTION**

  
Karen Seeley, Recording Secretary