



**OUR MISSION**

***“Through community partnerships and a shared vision for the future, work to keep downtown Boyne City vibrant and successful while preserving its historic heritage and supporting sustainable projects.”***

**June 4, 2020 – 8:30 A.M. Virtual Meeting**

Due to the COVID-19 situation and per the Governor’s Executive Orders 2020-15 and 2020-42 this meeting will be held electronically. To participate via Zoom, connect to:

Join Zoom Meeting

<https://us02web.zoom.us/j/83094963351?pwd=OUhZL2EwY3Fmc2lYQmhHbzhOcjJkQT09>

Meeting ID: 830 9496 3351

Password: 165273

One tap mobile

+13126266799,,83094963351#,,1#,165273# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

888 475 4499 US Toll-free

877 853 5257 US Toll-free

Meeting ID: 830 9496 3351

Password: 165273

Find your local number: <https://us02web.zoom.us/j/kcXvhLJE7l>

The public will be allowed to comment during the usual public comment opportunities during the meeting per Boyne City Main Street policy and practice. All other times the public will be muted. Written comments will be accepted until 4:30 p.m. Wednesday, June 3rd. They may be mailed to Boyne City Main Street, 113 S. Lake Street, Boyne City, MI 49712 or emailed to [mainstreet@boynecity.com](mailto:mainstreet@boynecity.com)

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES – May 7 & May 14, 2020
3. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)
4. CORRESPONDENCE
5. MAIN STREET COMMITTEE REPORTS
  - A. Organization – Michelle Cortright
    - a. Boyne Thunder
    - b. Farmers Market – Jodie Adams
  - B. Marketing – Patti Gabos
  - C. Design – Becky Harris
  - D. Economic Vitality– Mike Cain
    - a. Team Boyne
6. MAIN STREET DIRECTOR’S REPORT
7. UNFINISHED BUSINESS
  - A. 2020 Façade Grants  
  
Consideration to approve \$10,000 in façade grant funding for the Water Street Atrium building, as recommended by Design Committee
8. NEW BUSINESS
  - A. Photography Contract  
  
Consideration to approve a 1-year photography contract with Michigan Barefoot Memories Photography in the amount of \$1,500 as recommended by Marketing Committee
  - B. Plant Watering Contract  
  
Consideration to approve a contract with Ryan’s Landscaping in the amount of \$40 per hour for watering of the downtown planters for the 2020 season, not to exceed a total seasonal cost of \$10,800
  - C. Electric Charging Stations  
  
Discussion regarding potential Electric Charging Stations for downtown
  - D. Financial Report Review
    - i. Boyne City Main Street
    - ii. Boyne City Farmers Market

9. GOOD OF THE ORDER

10. ANNOUNCEMENTS

- A. Marketing Committee Meeting, Tues., June 9, 9:00 a.m. – Conference Call
- B. Organization Committee Meeting, Tues., June 9, 3:00 p.m. – Conference Call
- C. Team Boyne Meeting – Fri., June 19, 9:00 a.m. – TBD
- D. Main Street Board Meeting, Thurs., July 2, 8:30 a.m. – City Hall
- E. Design Committee Meeting, Mon., July 6, 4:00 p.m. – City Hall

11. ADJOURNMENT

*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, Clerk/Treasurer, 319 North Lake St., Boyne City, MI 49712; 231-582-0334*



Approved: \_\_\_\_\_

Meeting of May 7, 2020 MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, MAY 7, 2020 at 8:30 AM VIA ZOOM MEETING

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

Roll Call Present: Jodie Adams, Anna Burkhart, Michael Cain, Michelle Cortright, Patti Gabos, Becky Harris, Patrick Little and Rob Swartz

Absent: Bob Grove

Meeting Attendance City Staff: Executive Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planning Director Patrick Kilkenny, Main Street Assistant Ingrid Day

Public: One

Approval of Minutes MOTION Cain moved, Cortright seconded, PASSED UNANIMOUSLY, to approve the March 5, 2020 minutes as presented.

Hearing Citizens Present None.

Correspondence Received and filed.

Committee Reports Organization Committee Minutes received and filed. The budget and a Covid-19 scenario budget were discussed. Boyne Thunder is cancelled. The internship position for Main Street/Chamber of Commerce that was planned for the summer has been cancelled. The Farmer’s Market will open May 16th with safety guidelines in place.

Promotions/Marketing Committee The Promotions Committee did not meet. An email update was provided in the agenda packet.

Design Committee The Design Committee met on May 4th. The Façade Grant was discussed. They want feedback from the Main Street Board on direction the program will take this

summer. Maintenance of the railings by the River Walk and the garden club plantings were discussed.

**Economic Vitality**

A team of eight people has been established for the EV Committee.

**Director's Report**

Received and filed.

**Unfinished Business**

None.

**New Business**

**TIF Plan**

**TIF Plan**

Consideration to approve a contract with Mac Consulting Services LLC for TIF Plan renewal services.

Boyer City Main Street's main source of funding comes through the DDA Tax Increment Financing (TIF) plan. This plan is set to expire in 2024. Mac McClelland provided two options for review, a basic and an enhanced plan. The Board agreed that the more affordable plan makes the most sense at this time.

**MOTION**

**Cain moved, Adams seconded, PASSED UNANIMOUSLY** to approve a contract with Mac Consulting Services LLC for TIF Plan renewal services at an estimated cost of \$16,400.

**Holiday Lighting Contract**

**Holiday Lighting Contract**

Consideration to approve a 1 year contract with Hometown Decoration and Display, LLC in the amount of \$6,260 for holiday lighting during the 2020-21 season.

Hometown Decoration and Display provides for the lighted snowflakes and large lighted decorations for our downtown. They have been a good company to work with. This contract is a small increase over last year.

**MOTION**

**Adams moved, Cortright seconded, PASSED UNANIMOUSLY** to approve a 1 year contract with Hometown Decoration and Display, LLC in the amount of \$6,260 for holiday lighting during the 2020-21 season.

**Façade Grants**

**2020 Façade Grants**

Each spring BCMS has given façade reimbursement grants to local businesses to help with renovations to their buildings. The Board discussed whether this program should continue this year given the current situation with COVID-19.

One application was received this year from Michele Frasz for 111 E Main. She encouraged the Board to consider the request as she has spent considerable time and effort fixing up her building to be historically accurate. The Board discussed and agreed that the Design Committee should continue the normal process for Façade Grant applications.

## Financial Report

## Financial Report Review

The Financial Report was received and filed.

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## Good Of The Order

- Construction is set to resume on the Pavilion after a break due to Covid-19. It is expected to be completed in June.
- Road work on N Lake Street and West Michigan Avenue will start on Monday May 11<sup>th</sup>.
- The Boyne Valley Bike Trail is being paved. It is on track for a June 12<sup>th</sup> completion.
- Kudos to Charlevoix State Bank and 4Front Credit Union for moving stimulus funds forward.
- Though City Hall is closed to the Public, the City continues to function very well.
- DPW and the Water Department will be back to regular operations on Monday May 11<sup>th</sup>.
- The May 5<sup>th</sup> election had a good absentee ballot turnout.
- Lakes on Loft is moving forward. The State approved a \$600,000 grant for Brownfield improvements.
- A consulting firm has developed a trail plan for the Boyne Forest Trail System. Fund-raising will be the next step.
- BCPS continues with remote learning plans. The approved millage provides them the opportunity to improve the schools.
- Local businesses look to be conservative in plans to reopen.

## Enter Closed Session MOTION

**Cain moved, Adams seconded, PASSED UNANIMOUSLY** to go into closed session regarding acquisition of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 9:42 a.m.

## Return To Open Session MOTION

**Cain moved, Cortright seconded, PASSED UNANIMOUSLY** to return to open session at 10:33 a.m.

## Schedule a Special Meeting MOTION

**Cain moved, Adams seconded, PASSED UNANIMOUSLY** to authorize the Main Street Board Executive Director to schedule a meeting for the Main Street Board for Thursday May 14, 2020 at 8:30 a.m. for the purpose of going into a closed session regarding acquisition of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976).

## Adjournment

The May 7, 2020 meeting of the Boyne City Main Street Board was adjourned at 10:33 a.m.

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Jane Halstead, Recording Secretary



Approved: \_\_\_\_\_

Meeting of  
May 14, 2020

MINUTES OF THE BOYNE CITY MAIN STREET BOARD SPECIAL MEETING HELD  
ON THURSDAY, MAY 14, 2020 at 8:30 AM VIA ZOOM MEETING

**Call to Order**

Chair Rob Swartz called the meeting to order at 8:33 a.m.

Roll Call

Present: Jodie Adams, Anna Burkhart, Michael Cain, Michelle Cortright, Patti Gabos, Becky Harris, Patrick Little and Rob Swartz

Absent: Bob Grove

Meeting  
Attendance

City Staff: Executive Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planning Director Patrick Kilkenny

Public: None

Enter Closed Session  
**MOTION**

**Adams moved, Cortright seconded, PASSED UNANIMOUSLY** to go into closed session regarding acquisition of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 8:34 a.m.

Return To Open Session  
**MOTION**

**Cain moved, Adams seconded, PASSED UNANIMOUSLY** to return to open session at 9:37 a.m.

Purchase of Real  
Property  
**MOTION**

**Gabos moved, Cain seconded, motion passed with a roll call of 6 votes in favor and 2 against to** authorize the Main Street Board Executive Director to continue negotiations to purchase real property.

Adjournment  
**MOTION**

**Cortright moved, Adams seconded, PASSED UNANIMOUSLY** to adjourn the May 14, 2020 special meeting of the Boyne City Main Street Board at 9:44 a.m.

\_\_\_\_\_  
Jane Halstead, Recording Secretary

**Org Committee**  
**Tuesday, May 12, 2020**

Present via Zoom conference: Kelsie King-Duff, Rob Swartz, Monica Peck, Michelle Cortright, Jordan Peck, Patti Gabos, Bob Alger. Absent: Pat O'Brien.

*Board Member Evaluation:* Three Board evaluation examples that Bob Thomas provided were discussed. An annual Board evaluation prior to Strategic Planning was considered, providing the evaluation to Board members with sufficient time for reflection. Kelsie will combine elements of the North Myrtle Beach and U.S. Chamber of Commerce examples, along with suggestions, for Org to review and consider at the June meeting.

*Boyne Thunder:* Cancellation of the event is going smoothly, with registrants disappointed, but supportive and understanding. Some have indicated they will still come and boat, without events. Refunds are being processed. \$21,000 in donations have been received, with three sponsors donating their full amount of \$13,500. Bob discussed the possibility of selling special shirts.

*Team Boyne:* Team Boyne has not met during the COVID crisis, of course. A small subgroup of Economic Vitality is meeting and making calls to area businesses.

*Farmers Market:* Jordan reported the outdoor Market opens Saturday, May 16, with guidelines in place. The vendors will be facing outward, with queue spacing. Vendors will wear masks. A total of 21 vendors are signed up for Saturday. The Market is considered "an open air grocery store." While we cannot legally require masks, vendors can refuse to sell to customers if they feel unsafe. Safety signage has been prepared and officers will be present simply to have a presence to show the importance of safety.

*TIF Renewal:* The Board approved the contract with Mac McLelland at the regular meeting, and the contract has been signed. It will be about a six-month process and Mac will provide a timeline.

*GAMSA:* Our suggestions have been provided to National Main Street and there has been no response to date.

*Next meeting:* Tuesday, June 9, 3:00.

## **Marketing Committee**

Boyne City Main Street  
Conference call

Tuesday, May 12, 2020 9AM

Attending: Sally Van Domelen, Barb Brooks, Wes Dilworth, Patti Gabos, Grace Battista, Kelsie King-Duff and Ingrid Day

1. Welcome by Sally to check in with all who did call in.
2. Social Media/Website Update: the committee discussed the Social Media tracking chart and how the numbers have changed over the past year. Kelsie will look to see if there is a way to check our 'reach' for Instagram and also informed us that we should be getting better metrics from the web site as well.
3. Photography Bids: As Main Street has not asked for proposals for several years, Kelsie posted a request for photography bids this year. Two bids were received and discussed. It was moved by Grace and seconded by Sally that we continue with Kim Mettler of Barefoot Photography. All were in favor.
4. 2020 Work Plans (Event information): Sally began the discussion by reminding everyone that Boyne thunder has been cancelled. Kelsie then reviewed the changes to Stroll the Streets (perhaps starting in mid-July) and the likelihood or not of Food Truck Rally. Some discussion was had about Fourth of July and Gazebo concerts.
5. 2019/2020 Paid Ads: with the cancellation of many summer events, our advertising will look very different this year. It was suggested and discussed to have an ad (that will also post to social media) for our businesses as things re-open. Kelsie will work with Kecia on this. Barb suggested perhaps creating a pinned FB post that would allow our downtown businesses to post how they are currently operating and their hours, if they would choose to. Discussion was also had about using radio ads and if the offer from the Chamber was still available. Kelsie will work on this.

6. Event Review: Chocolate Covered Boyne: it was noted that we did not receive many responses to the survey and that with this review, we have started the second year of the keep-stop-start process with each event. There was lengthy discussion about the event itself, whether it needs changes (raffle and Galentines was discussed), although it was agreed that the dessert contest (both location and participation) was the best in recent memory and should be built upon. We also discussed local business participation. It was noted that this event needs a champion and someone to chair the committee for the upcoming year.

7. Other:

- Sally reminded everyone about the need to succession plan for each event and committee.

Meeting adjourned at 10:25 AM.

**Next Meeting: Tuesday, June 9 at 9AM – location or call TBD**



## Directors Report- June 2020

- Things in town have been going very smooth as reopening begins. From feedback I've had so far, Memorial Weekend was much busier than it has been, but slower than it typically is. Curbside service remains very important for businesses. The City, Chamber, and Main Street have been working together to help businesses explore expanded capacity. Over Memorial Weekend we handled requests on a case-by-case basis and a couple of businesses utilized the parking spaces in front of their store. Others utilized the sidewalk for tables or racks (while still maintaining a 4 ft. walkway). Commission voted at their meeting on May 26<sup>th</sup> to continue in this fashion through Labor Day and we will work with businesses on their individual requests.
- The Farmers Market has kicked off and has been going wonderfully. We've received many comments of thanks and appreciation for finding a way to get the market up and running and keeping everyone safe while there.
- MMS sent out an update that their staff is each laid off 1 day per week, as part of the state layoffs you may have seen in the news. The days are staggered between the 3 MS employees, so there is at least 1 person on each day.
- The Match on Main grant submission is taking place on Friday, May 29<sup>th</sup>. Two downtown businesses will be included in this application for potential funding related to COVID-19 recovery. We continue to pass along resources, especially about reopening and funding resources, to the businesses.
- Garden Club is scheduled to plant the downtown flower boxes on May 28<sup>th</sup>, with a rain date of May 29<sup>th</sup>.
- The Wood Shop provided an updated that the sign for the corner of Lake and Ray that Design committee has been working on for a long time is now in production! This is the one that states our downtown is on the National Register of Historic Places. From old notes I've seen, this was first brought up in design committee in 2014, so it will be great to get this project finished. It is budgeted for.
- Boyne Thunder refunds continue to be processed (approximately 2/3 have been processed). At this time we've received \$22,625 in donations that will be disbursed later this year.



**To:** Main Street Board

**From:** Kelsie King-Duff

**Date:** May 29, 2020

**Subject:** June Agenda Items Overview

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**Overview:**

Several items on the June 4th Main Street Board Meeting agenda require further information:

**2020 Façade Grants:** This spring Boyne City Main Street released our annual Façade Reimbursement Grant Application. While several property owners expressed interest in the program, we only received one application. Some decided not to apply due to uncertainty since COVID-19. The Main Street board discussed several possibilities for the façade funding that is budgeted for (\$20,000) including, granting it all, granting some of it, holding it for next year, and using it for a different type of grant related to COVID-19 recovery. The board requested that the Design Committee review the application received and make a recommendation for this June meeting. The Design Committee reviewed the application from the owners of the Water Street Atrium building and is recommending (4-1 in favor) \$10,000 in façade grant reimbursement funding for the project.

**Photography Contract:** A bid request for photography services was posted this Spring. Two proposals (Michigan Barefoot Memories Photography and Lucky Shot Photography) were received and reviewed by the Marketing Committee. We've been working with Michigan Barefoot Memories Photography since 2016. The Marketing Committee recommends approval of Michigan Barefoot Memories proposal in the amount of \$1,500. This is budgeted for and does not reflect an increase in cost from our last agreement.

**Plant Watering Contract:** Each year the Boyne Valley Garden Club plants the 16 large planters on the street corners throughout downtown. Each planter includes a tree and then the annual flowers. In the past we've contracted with Mark C's Trees to do the watering for the season. Mark C. has retired, so a bid request was posted this Spring. The bid document was sent out to many landscaping services in the area, as well as posted publically. We did not receive any bids,

however. Following this, I reached out to several landscaping entities and 1 quote was received from Ryan's Landscaping. There is an increase of \$15 per hour over the contract we had with Mark C's Trees.

Electric Charging Station: An opportunity has been presented for the potential of two electric charging stations to be installed downtown. Consumers Energy would provide a \$5,000 grant towards each one. The City received a quote for the total cost of the stations at two locations, one in the parking lot near the library and another in the parking spaces near Old City Park. This item is for discussion if this is something we would like to pursue and support. The two quotes are included.

**RECOMMENDATION:**

2020 Façade Grants: Approve \$10,000 in façade grant reimbursement funding for the Water Street Atrium project.

Photography Contract: Approve the proposal from Michigan Barefoot Memories Photography in the amount of \$1,500 for photography services.

Plant Watering Contract: Approve the quote from Ryan's Landscaping in the amount of \$40 per hour, not to exceed \$10,800 for the season.

Electric Charging Station: Discussion on this item.

WATER STREET ATRIUM, LLC  
109 WATER STREET · BOYNE CITY, MICHIGAN 49712  
231.582.9299 · CMFRASZ@GMAIL.COM · MICHELE@NICKELDESIGNINC.COM

**April 30, 2020**

**Main Street Design Committee — Façade Grant Application**

Dear Main Street Design Committee Members,

We are submitting this Façade Grant Application to assist in continuing work on the exterior façade improvement projects that we initiated in 2014 on the Water Street and River Walk facades of the “Water Street Atrium” building.

Since purchasing the Water Street Atrium building, we have made numerous exterior and interior improvements. Most noticeably, we have restored, replaced and repointed nearly three-quarters of the original brick wall surfaces on the Water Street and River Walk building façades.

In 2014 specifically, we applied and receive a small portion of the available grant funds; receiving \$2,000 from a \$10,000 Main Street budget. And though our application was to initiate over \$20,000 worth of Water Street and River Walk façade brick restoration and cornice repair, we still continued with extensive work by securing funds through a loan.

During our various restoration phases, it also became apparent that windows, trim, exterior woodwork, door jams/moldings were in need of replacement. Through additional personal funds and loan financing, we also replaced both first and second floor windows with historically accurate wood-framed windows, with much attention given to second floor windows to maintain full historically accurate sizing and style.

The aforementioned work required us to remove the old and deteriorating awnings, creating additional exposure to the already deteriorating wood millwork surrounding the windows.

Through this grant process, we are hoping to receive funds that would allow us to reinitiate the Water Street (streetside) façade restoration by removing rotting wood, both above and below windows, repairing/replacing/repainting brick work as deemed necessary/applicable above windows, and replacing millwork around and below windows with historically accurate styling while utilizing more weather-resistant material. Additional funds would be utilized to continue River Walk façade restoration consistent with the Water Street façade.

We believe the extensive work we have done to this Boyne City Main Street building, and will continue to do, has shown a sincere effort to maintain our building in an historic and pleasing manner. These continual improvements and repairs on the Water Street and the well-traveled brick River Walk to the Boyne River would be a very visible and pleasing update for locals and visitors alike. And, receiving funds for this current façade project would be invaluable in moving forward with this initiated façade improvement.

Thank you for your consideration, and after review, please contact us with any questions or comments.

Most sincerely,

Michele Nickel-Frasz | Chris Frasz

WATER STREET ATRIUM, LLC  
109 WATER STREET · BOYNE CITY, MICHIGAN 49712  
231.582.9299 · CMFRASZ@GMAIL.COM · MICHELE@NICKELDESIGNINC.COM

**April 30, 2020**  
**Main Street Design Committee — Façade Grant Application**

PAGE 2

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Enclosures

- Façade Grant Program Application (3 pages)
- Project Elevation/Plans — scale 1/8" = 1'0"
- Historic photographs of building exterior
- Photographs of existing condition of property
- Estimated budget with detailed cost estimates from two companies
- Proof of property tax (2) showing "good standing with the City of Boyne City"



Façade Grant Program Application

Applicant's Name Water Street Atvium, LLC

Property Address 109 Water Street

Is the applicant the property owner?  Yes  No

Has the applicant received prior grant funding?  Yes  No (partial in 2014)

Business Name Water Street Atvium, LLC

Business Mailing Address 109 Water Street

Business owner Chris Frasz & Michele Nickel-Frasz

Phone# 231 582 9299 Email: michole@nickeldesigninc.com

Property Owner Name Same

Property Owner Address Same

Parcel # 15-051-340-091-40

Present Use of Building Retail and Professional

Have you secured financial resources for this project? (Please be specific)  
We will be utilizing bank account funds.

Improvement(s) Planned (check whichever applies)  
 Exterior brick or wall surface repair  
 Pointing of brick/Mortar joint repair > Above windows  
 Window and/or door replacement/repair  
 Cornice repair and/or replacement  
 Other (please specify) Water Street and River Walk facade millwork replacement from windows and doors down; brick restoration

Façade(s) Impacted  Front  Rear  Side  Corner lot

Total Cost of Improvement \$ 59,845

Grant Amount Requested \$ 20,000

**The following information must be submitted with your application:**

1. Project Improvement Plans drawn to scale, if applicable
2. Samples of paint colors to be used on facade improvements
3. Photograph(s) of existing condition of property
4. Proposed budget and detailed cost estimates for work
5. Written permission by property owner, if tenant
6. Proof of payment of taxes

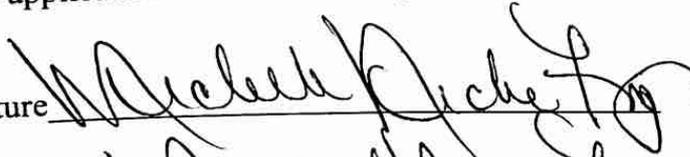
The Applicant certifies and agrees to the terms and conditions set forth below:

1. The Applicant is the owner or tenant of a property in the Boyne City Main Street District as outlined in the Boyne City Main Street Façade Grant Program Guidelines Exhibit "A", hereinafter referred to as "Program Guidelines."
2. The Applicant is in good standing with the City of Boyne City in terms of payment of taxes and utilities.
3. The Applicant agrees to be bound by the rules as outlined in the Program Guidelines and has reviewed the Downtown Design Guidelines when making decisions regarding the aesthetic quality of the façade design.
4. All improvements to be undertaken will be consistent with all applicable zoning and building codes. Further, if review is necessary by the Boyne City Planning Commission in accordance with the Boyne City Zoning Ordinance, the review will be conducted before the work on the façade begins.
5. Only the work that is outlined on the application will be eligible for reimbursement.
6. The project must be completed within one year of approval of the application. Extensions may be considered for unforeseen circumstances. The project is not eligible for reimbursement if the work is not completed during the approved time period.
7. Funds are awarded on a reimbursement basis. Disbursement of funds shall be made only after the entire project is complete and certified by Main Street to be in compliance with the approved design. The Applicant must submit copies of invoices, receipts and an itemized statement of the total cost of the project, signed

by the applicant. All documentation for payment must be provided at one time to Main Street for one payout.

8. The Applicant understands that he/she is responsible for the construction management for the entire project.
9. It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and incompliance with all federal, state, and local safety conditions, safety regulations, building codes, ordinances and other applicable regulations.
10. The applicant shall, at his/her own expense, indemnify, protect, defend and hold harmless the City and/or its agents and employees, from all claims, damages, lawsuits, costs, and expenses, for any property damage, personal injury or other loss relating in any way to the Boyne City Main Street Façade Grant Program.
11. The Applicant understands that he/she is responsible for the maintenance of the facade improvements described here for a period of five years from the project completion in accordance with the Historic Preservation Easement that will be executed in the event this application is approved.
12. Incomplete applications will not be accepted.

Applicant's Signature



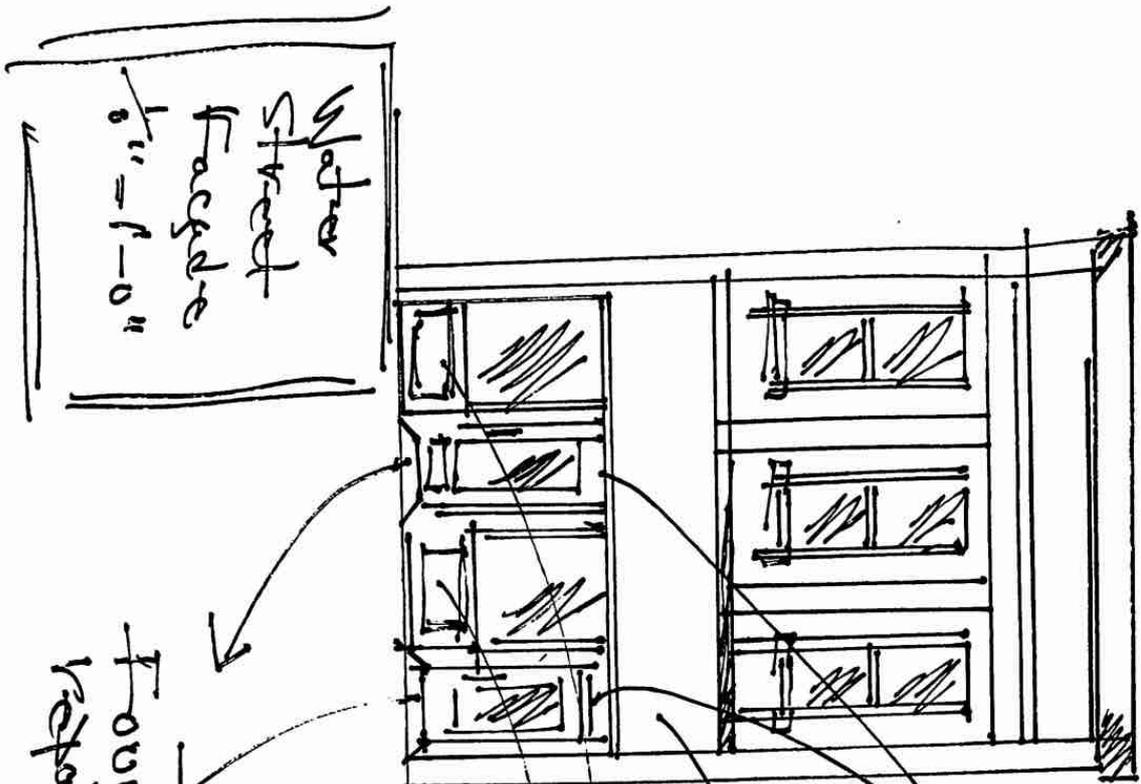
Date 4.30.20

Property Owner's Signature



Date 4.30.20

**Complete and return to Boyne City Main Street, 113 S. Lake Street, Boyne City, MI 49712 no later than noon on Thursday, April 30th. Decisions will be made by the Boyne City Main Street board at their June meeting.**



→ Entrance ceiling areas

→ Area above window  
(currently covered by wood)

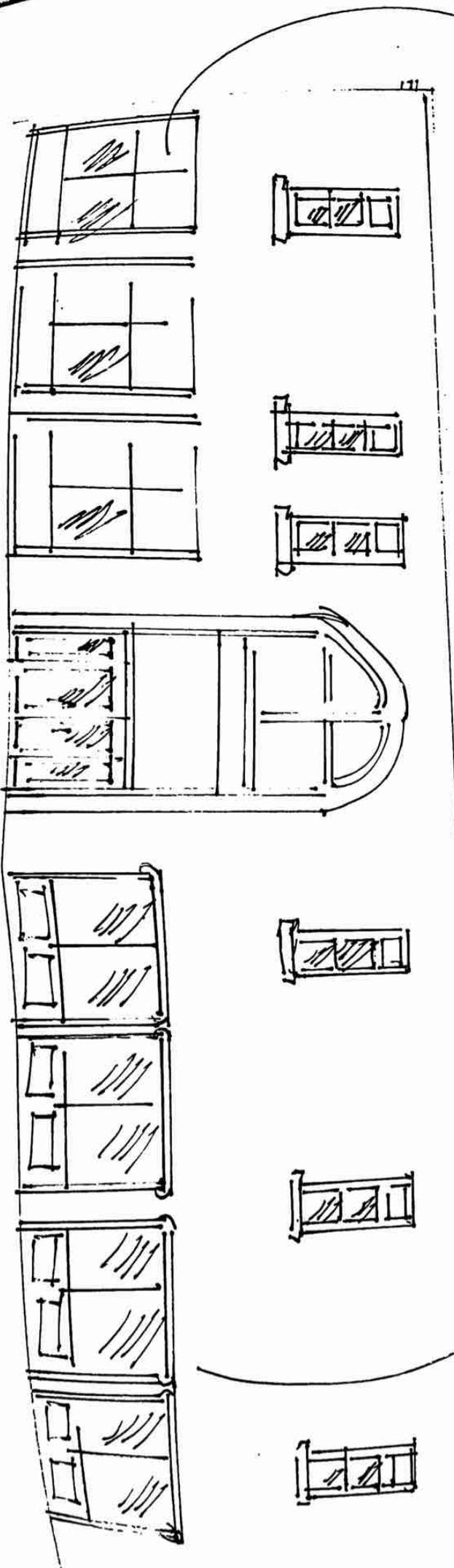
→ Millwork Area

→ Foundation/brick tile  
repair area

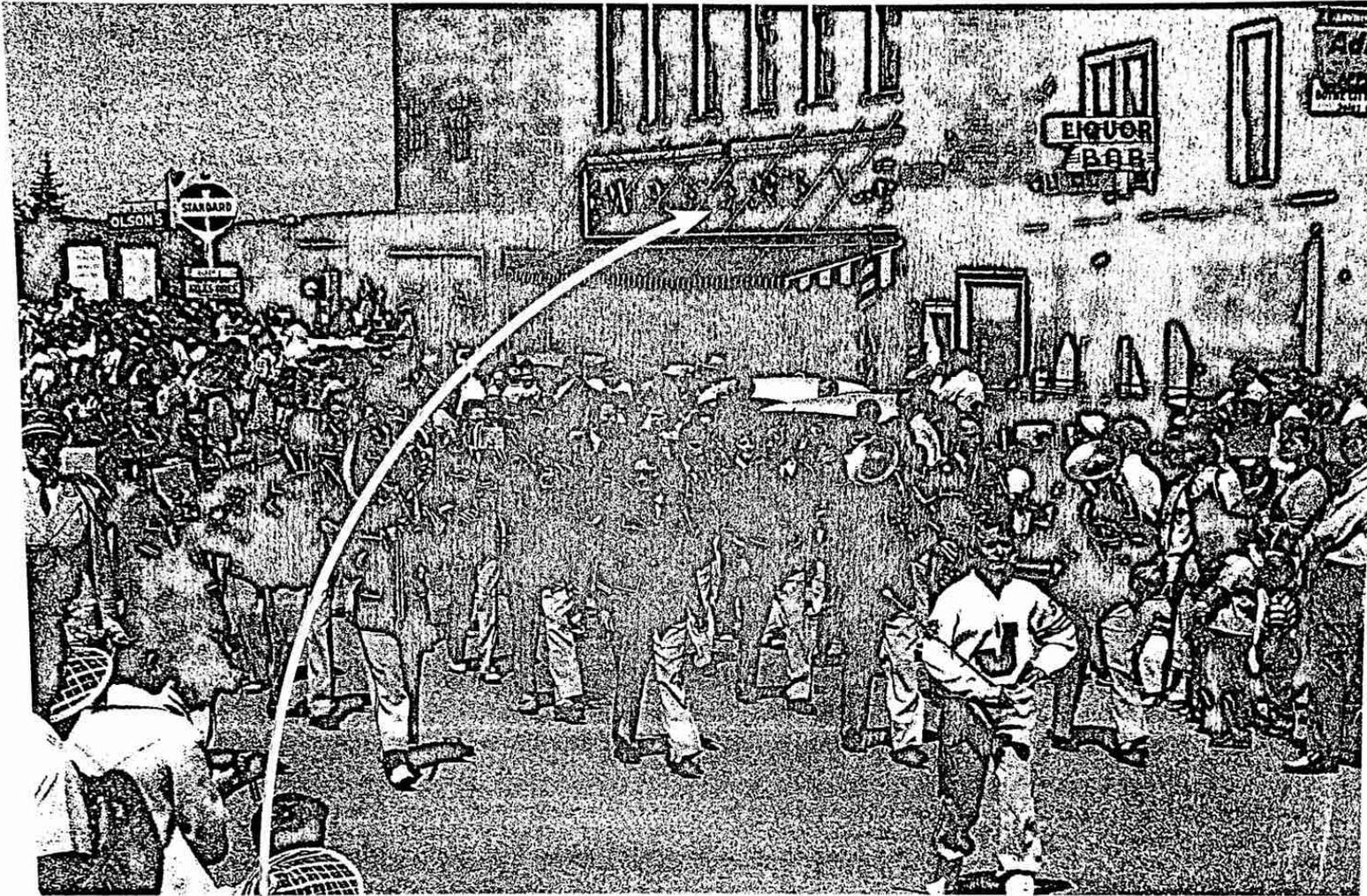
River Walk  
Facade  
8" = 1' 0"

→ Current window surrounds  
above windows

Proposed open/ restored  
brick above windows



Water Street Atrium, LLC  
Boyer City Main Street — Facade Improvement Application



○ WATER STREET FACADE OF BUILDING

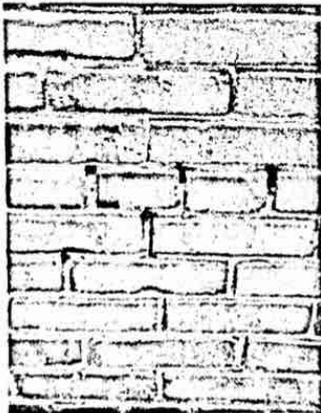
This photo from 1956 shows signage facade above awning .



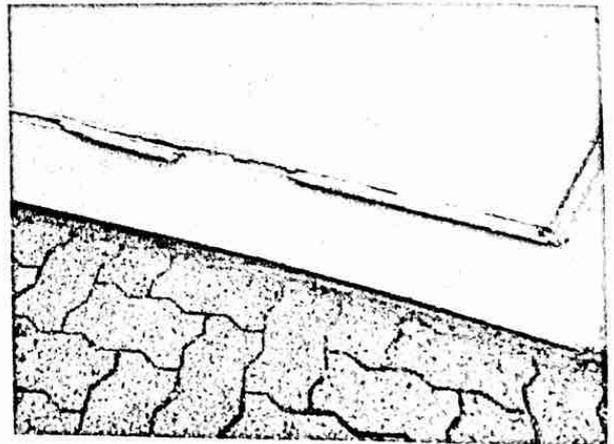
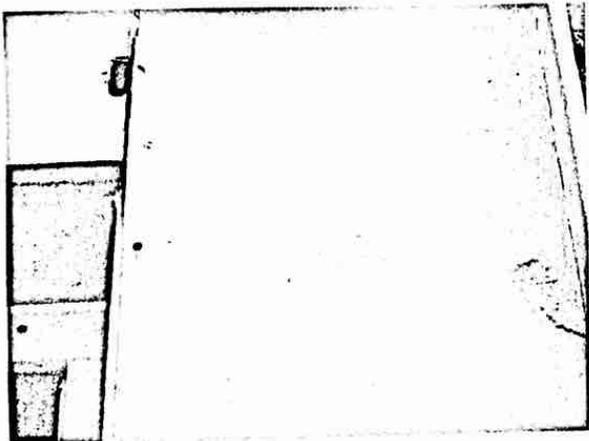
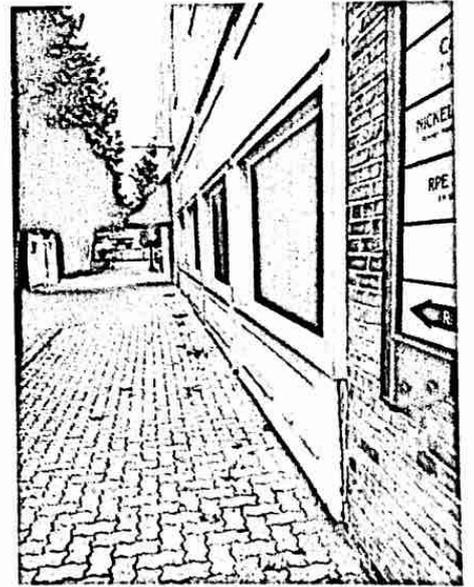
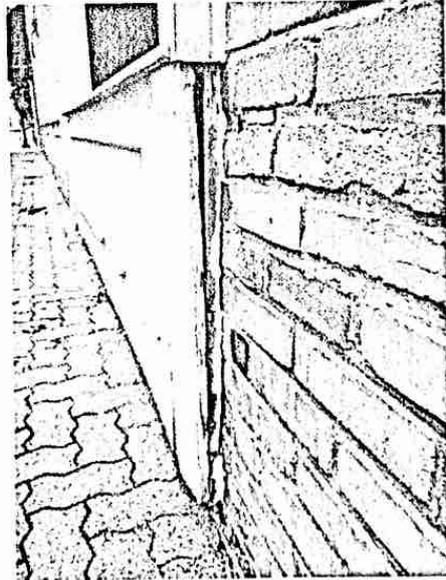
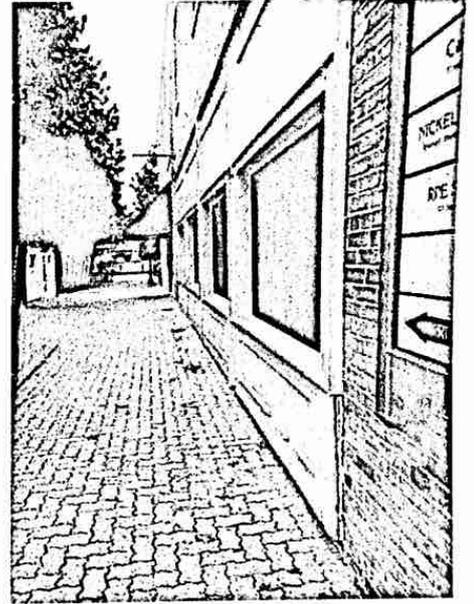
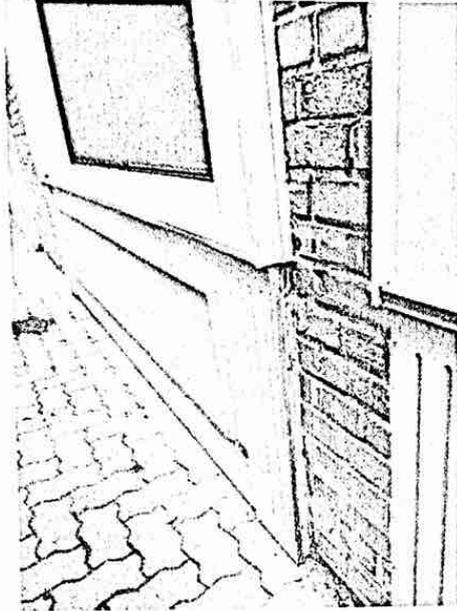
**WATER STREET RIVER WALK SIDE OF BUILDING**

The H&T Superette period of the Water Street Atrium building show that windows did not originally exist on the River Walk side. With this, millwork will be revised to include windows and below, while brick will be restored above windows. *Circa unknown.*

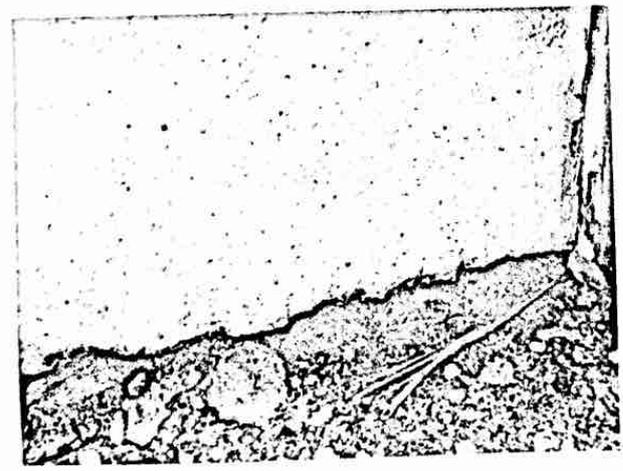
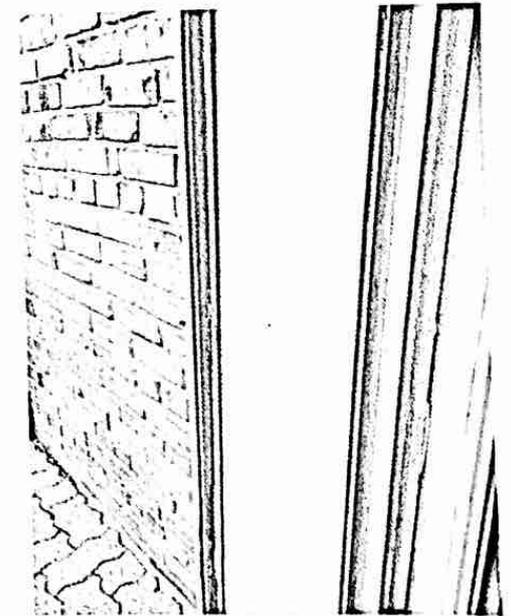
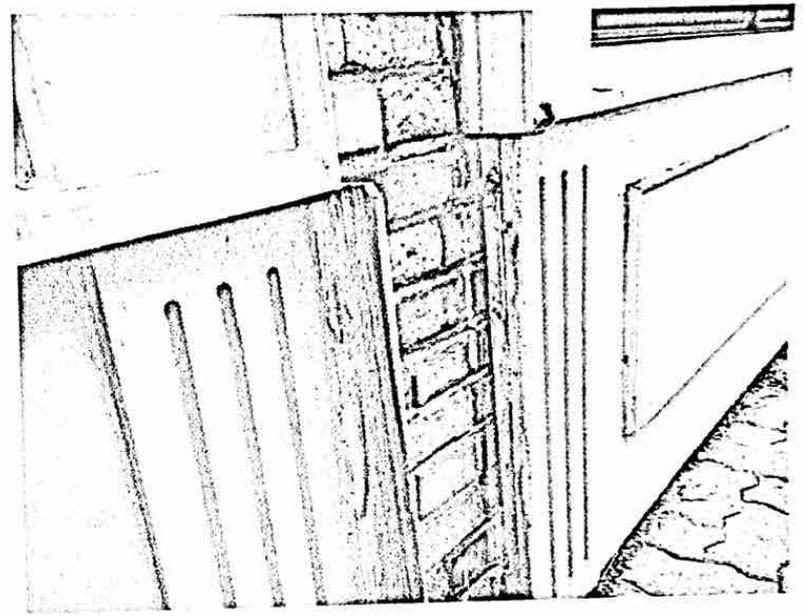
See below for examples of current brick condition.



EXTERIOR MILLWORK  
CONDITION EXAMPLES



INTERIOR MILLWORK  
CONDITION EXAMPLES



WATER STREET ATRIUM, LLC  
109 WATER STREET · BOYNE CITY, MICHIGAN 49712  
231.582.9299 · CMFRASZ@GMAIL.COM · MICHELE@NICKELDESIGNINC.COM

Overall Budget Estimate

NOTES:

Estimates are based upon previously quoted work, as obtaining updated contractor quotes is not possible until after 5/7/20 due to the COVID-19 Executive Orders set in place by the State of Michigan. Negotiation and ultimate extent to be determined based upon final quotes and potential Boyne City Main Street Façade Grant Project funds received.

Brick Restoration based upon NRWS (Northern Restoration & Waterproofing Systems) previous work and estimates for remaining front Water Street façade and River Walk façade areas.

- Tuckpointing of defective mortar joints
- Replace defective brick
- Restoration cleaning of exterior masonry surfaces
- Apply clear liquid water-repellent to all exterior masonry surfaces
- Estimate from October 2, 2013 for remaining Water Street façade - \$7,500
- Estimate from January 13, 2014 for remaining River Walk façade - \$13,750
- Total estimate from previous quotes - \$21,250 (however anticipated to be higher due to additional deterioration of brick and age of quote)

Contractor to be determined following final bids anticipated when contractors are allowed to work following revisions to the State of Michigan Executive Order (EO); estimates and scope of work included below based upon 5/19 submissions.

- Removal of Water Street façade rotten exterior millwork (above, surrounding, and below window) including old adhesives on existing brick
- Install Water Street façade new window surrounds from the top of the windows to based of façade, trimmed with Azek, Versatex, or like composite material
- Water Street façade entrance foundation review and repair including tile entry (currently cracked)
- Removal of Water Street entrance ceiling liners to be replaced with Azek, Versatex, or like composite material
- Removal of River Walk façade rotten exterior millwork (above, surrounding, and below window) including old adhesives on existing brick
- Install River Walk façade new window surrounds from the top of the windows to based of façade, trimmed with Azek, Versatex, or like composite material
- Millwork on aforementioned to include historically represented finishes
- Install flashing
- Caulk, finish and paint in historically accurate colors
- Estimate from April 26, 2019 - \$38,595  
*(not including addition of Water Street façade foundation/tile work to be estimated follow EO restrictions)*

Total estimate for aforementioned - \$59,845

JIM Be  
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# **NRWS**

**P.O. BOX 146 GRAWN, MI 49637  
(231)276-7192 FAX (231)276-7695  
NRWS02@AOL.COM**

October 11, 2013

Nickel Design, Inc.  
109 Water St.  
Boyne City, MI 49712  
Attn: Chris Frasz

Project: Revised Side elevation bid  
109 Water St.

We propose to complete the following work on the above mentioned projects, furnishing all labor, material, equipment and insurance, per attached specifications.

1. Perform tuckpointing of 100% of the mortar joints from the head of the top floor windows to the top of the wall.
2. Replace all defective brick in the area described above.

Note: Owner to remove awnings prior to commencement of work.

For the sum of \$13,750.00

Sincerely,

Eric Vanderley  
EV/jv

# **NRWS**

**P.O. BOX 146 GRAWN, MI 49637  
(231)276-7192 FAX (231)276-7695  
NRWS02@AOL.COM**

October 2, 2013

Nickel Design, Inc.  
109 Water St.  
Boyne City, MI 49712  
Attn: Chris Frasz  
Project: Exterior Masonry Restoration  
109 Water St.

We propose to complete the following work on the above mentioned projects, furnishing all labor, material, equipment and insurance, per attached specifications. Davis Bacon wage scales are included in this quote.

1. Perform tuckpointing of all defective mortar joints. This includes replacement of off colored mortar on the storefront elevation only. Also included is tuckpointing of 100% of the mortar joint from the upper window heads to the roof edge of the side elevation.
2. Replace all defective brick.
3. Perform restoration cleaning of the exterior masonry surfaces.
4. Apply clear liquid water repellent to all exterior masonry surfaces.
5. Re-anchor loose cornice metal on the storefront elevation.
6. Remove canvas canopies on the side elevation prior to masonry upon completion.

Storefront Elevation \$7,500

Sincerely,  
Richard Vanderley  
RV/jv

**Service Address**  
109 Lake St  
Boyne City, Mi 49712

**Bill To**  
Chris Frasz  
Lincoln St  
Boyne City, Mi 49712  
(231) 881-6711

**L.S. Contracting**

1332 Pleasant Ave.  
Boyne City, Mi 49712

Phone: (231) 675-6899

Email: luke.smith@lscontractor.com

Estimate #

000220

Date

04/26/2019

**Description**

**Total**

Replace 7 9x12 exterior wall decor.

\$20,825.00

- All precautions such as barriers, etc., will put in place for the Publics Safety.
- This price includes the removal of all construction garbage.
- All saws will be connected to some form of dust control. This is to prevent the white dust from the versatex getting embedded between the brick pavers. The brick pavers will also be covered in areas where work is being preformed.

- Remove existing covering
- Grind the old adhesive off the existing brick wall
- Apply a new substrate 3/4" treated plywood
- The new facing will be a composite material called versatex
- The new wall decor will have the same mill work and applied moldings to look as close as possible to the original.
- A proper head flashing will be cut into the brick above all new wall covering.

Replace the two story radius entry

\$9,220.00

- All precautions such as barriers, etc., will put in place for the Publics Safety.
- This price includes the removal of all construction garbage.
- All saws will be connected to some form of dust control. This is to prevent the white dust from the versatex getting embedded between the brick pavers. The brick pavers will also be covered in areas where work is being preformed.
- The west entrance will not be acceptable to the public for up to One week.

- Remove existing covering
- Grind the old adhesive off the existing brick wall
- Apply a new substrate 3/4" treated plywood
- The new facing will be a composite material called versatex
- The new wall decor will have the same mill work and applied moldings to look as close as possible to the original.
- A proper head flashing will be cut into the brick above all new wall covering.

Replace Water St. Store Fronts

\$8,550.00

- There are two entrances that would be trimmed out. The ceiling liners would be replaced with a similar profile versatex product.
- All precautions such as barriers, etc., will put in place for the Publics Safety.
- This price includes the removal of all construction garbage.
- All saws will be connected to some form of dust control. This is to prevent the white dust from the versatex getting embedded between the brick pavers. The brick pavers will also be covered in areas where work is being preformed.

the south entrance will not be acceptable to the public for up to Two weeks.

- Remove existing covering
  - Grind the old adhesive off the existing brick wall
  - Apply a new substrate 3/4" treated plywood
  - The new facing will be a composite material called versatex
  - The new wall decor will have the same mill work and applied moldings to look as close as possible to the original.
  - A proper head flashing will be cut into the brick above all new wall covering.
- 

<b>Subtotal</b>	<b>\$38,595.00</b>
<b>Total</b>	<b>\$38,595.00</b>

**Notes:**

L.S. Contracting has estimated this project on replacing the existing trim and moldings with a composite product. Due to short notice we have not been able to make our company familiar with any restoration limitations. All pricing is subject to change with, design ,or material changes.

This estimate does not include new windows or exterior doors, paint, new awnings, the installation of awnings, possible electrical, or masonry work.

By signing this document, and, or paying deposit, the customer agrees to the services and conditions outlined in this document.

L.S Contracting is not responsible for existing, concealed conditions that may be exposed during construction. If any existing, condition interferes with the completion of this project, it will become a time and material expense. The owner will be notified as soon as practically possible.

---

Chris Frasz



5235 Wyndemere Square  
Swartz Creek, MI 48473

# Estimate

Date	Estimate #
4/30/2019	19-260

Name / Address
Nickel Design Michele Frasz 109 Water St. Boync City, MI 49712

			Project
Description	Qty	Rate	Total
Remove and Replace 9x12 Exterior Window Surrounds -Remove existing facade -Install new 3/4" plywood -Trim with Azek or like material -Install all necessary flashing -Caulk as needed -Paint by others	9	3,250.00	29,250.00
Remove and Replace 2 Story Exterior Door and Window Surround -Remove existing facade -Provide and install new double door with 14" sidelights on west side of the building -Install new 3/4" plywood -Trim with Azek or like material - color white -Install all necessary flashing -Caulk as needed -Paint by others  Scope does NOT include any rotted materials that may be discovered during the demolition process. Should rotted materials be discovered, Dynamic will inform the customer and provide a quote for any additional work outside of the scope.	1	11,600.00	11,600.00
		<b>Total</b>	<b>\$40,850.00</b>

**LOCAL PROPERTY TAXES**  
2019 Summer

PARCEL NUMBER: 15-051-340-081-40  
 PROPERTY ADDRESS: 109 WATER ST E  
 PROPERTY TYPE: COMMERCIAL - IMPROVED  
 CLASS CODE: 201  
 SCHOOL: 15020 BOYNE CITY

STATE EQUALIZED VALUE: 149,000  
 TAXABLE VALUE: 149,000  
 PRINCIPAL RESIDENCE EXEMPTION %: 0.0000

	TAXING AUTHORITY	TAX RATE	TAX AMOUNT
<p><b>Assessment &amp; Tax Information online at:</b> www.charlevoixcounty.org</p> <p><b>Legal Description:</b> DDA SP0685 FORM 340-081-30 THE WLY 25 FT OF THE FOLL DESC PROP: COMAT SW COR OF LOT 81 OF THE PLAT OF THE VILLAGE OF BOYNE TH E 50 FT AL ST LI TH N TO THE BOYNE RIVER TH NWLY AL SD RIVERTO W LI OF SD LOT 81 TH S ON W LI OF SD LOT 81 TO POB EX: A STRIP OF LAND 20 FT IN WIDTH, THE C/L OF WHICH IS DESC AS FOLLOWS: COM AT A PT ON W SIDE OF LOT 81 OF PLAT OF BOYNE VILLAGE (NOW CITY OF BOYNE CITY) A DIST OF 157.70 FT N IDEG 00' E OF SW COR OF SD LOT 81 TH S 69 DEGR'E A DIST OF</p> <p><b>COMPLETE LEGAL DESCRIPTION ON FILE</b></p> <p>BOYNE CITY TREASURER:(231)-582-6597 ONLINE PAYMENTS: WWW.CITYOFBOYNECITY.COM</p> <p>JULY 1 - SEPT 16: TAX &amp; 1% ADMIN FEE DUE SEPT 17: ADDITIONAL 4% PENALTY IS ADDED. STARTING OCT 15 INTEREST ADDED AT 1/2% PER MONTH.</p> <p>AFTER 3/2/20 PLEASE CONTACT THE CHARLEVOIX COUNTY TREASURER FOR AMOUNT DUE: 231-547-7202.</p> <p>BOYNE CITY TREASURER OFFICE HOURS: MONDAY - FRIDAY 7:30AM - 4:30PM</p>	STATE EDUCATION	6.00000	894.00
	COUNTY ALLOCATED	4.45000	663.05
	BC SCH OP	9.00000	1,341.00
	BC SCH DEBT 16	1.57000	233.93
	CITY OPERATING	15.51000	2,310.99
	VOTED CITY FACIL	2.20000	327.80
	<b>TAX &amp; SPECIAL ASSESSMENTS ADMINISTRATION FEE</b>		
<b>TOTAL TAX DUE BY: 09/16/19</b>			<b>5,828.47</b>

*pd 9/16/19  
w/ST ch 1050*

**FISCAL YEARS**

County:	10/01 - 9/30
Twn/Cty:	5/1 - 04/30
School:	7/1 - 6/30
State:	10/1 - 9/30

**TREASURER NOT RESPONSIBLE FOR PAYMENT ON WRONG PARCEL**

**MAKE CHECK PAYABLE TO:**  
CITY OF BOYNE CITY  
319 N LAKE ST  
BOYNE CITY MI 49712

Change: \$0.00

CHECKS 1050 \$5,828.47  
 Total Tendered: \$5,828.47  
 TOTAL \$5,828.47  
 STAX SUMMER TAX \$5,828.47  
 051-340-081-40

ITEM REFERENCE AMOUNT  
 Received From: WATER STREET ATRIUM LLC  
 Date: 09/16/2019 Time: 11:16:34 AM  
 Receipt: 112841  
 Cashier: Pat

CITY OF BOYNE CITY  
 319 N LAKE ST  
 BOYNE CITY, MI 49712  
 FOR UPDATES ON CITY EVENTS AND MEETINGS  
 VISIT US AT WWW.CITYOFBOYNECITY.COM  
 Phone : (231) 582-6597

**AL PROPERTY TAXES**  
**9 Winter**

11/14/19  
 11/14/19

PARCEL NUMBER: 15-051-340-081-40  
 PROPERTY ADDRESS: 109 WATER ST E  
 PROPERTY TYPE: COMMERCIAL - IMPROVED  
 ZIP CODE: 201  
 SCHOOL: 15020 BOYNE CITY

STATE EQUALIZED VALUE: 149,000  
 TAXABLE VALUE: 149,000  
 PRINCIPAL RESIDENCE EXEMPTION %: 0.0000

Assessment & Tax Information online at:  
[www.charlevoixcounty.org](http://www.charlevoixcounty.org)

**Legal Description:**

DA SP0685 FORM 340-081-30 THE WLY 25 FT OF  
 THE FOLL DESC PROP: COMAT SW COR OF LOT 81  
 OF THE PLAT OF THE VILLAGE OF BOYNE TH E 50  
 FT AL ST LI TH N TO THE BOYNE RIVER TH NWLY  
 AL SD RIVERTO W LI OF SD LOT 81 TH S ON W LI  
 OF SD LOT 81 TO POB EX: A STRIP OF LAND 20  
 FT IN WIDTH, THE C/L OF WHICH IS DESC AS  
 FOLLOWS: COM AT A PT ON W SIDE OF LOT 81 OF  
 PLAT OF BOYNE VILLAGE (NOW CITY OF BOYNE  
 CITY) A DIST OF 157.70 FT N 1DEG 00' E OF SW  
 COR OF SD LOT 81 TH S 69 DEGR 08' E A DIST OF

**COMPLETE LEGAL DESCRIPTION ON FILE**

BOYNE CITY TREASURER: (231)582-6597  
[WWW.CITYOFBOYNECITY.COM](http://WWW.CITYOFBOYNECITY.COM)  
 ONLINE PAYMENTS CAN BE MADE AT  
[CITYOFBOYNECITY.COM/TREASURER](http://CITYOFBOYNECITY.COM/TREASURER)

DEC 1 - FEB 14: TAX & 1% ADMIN FEE DUE  
 FEB 15 - MARCH 2: ADDITIONAL 3% PENALTY & 0.50%  
 INTEREST ADDED.

AFTER 3/2/20 TAXES ARE DELINQUENT; PLEASE CALL  
 THE CHARLEVOIX COUNTY TREASURER FOR AMOUNT  
 DUE: 231-547-7202.

BOYNE CITY TREASURER OFFICE HOURS:  
 MONDAY - FRIDAY 7:30AM - 4:30PM

**FISCAL YEARS**

County: 10/01 - 9/30  
 Twn/Cty: 5/1 - 04/30  
 School: 7/1 - 6/30  
 State: 10/1 - 9/30

**TREASURER NOT RESPONSIBLE FOR  
 PAYMENT ON WRONG PARCEL**

**TAXING AUTHORITY**

**TAX RATE**

**TAX AMOUNT**

BC SCH OP	9.00000	1,341.00
BC SCH DEBT 16	1.57000	233.93
CHAR EM ALLOC	0.19820	29.53
SPECIAL ED 64	0.66420	98.96
SPECIAL ED 16	1.14990	171.33
VOCATIONAL ED	0.74760	111.39
CHAR EM ENHANCE	0.99680	148.52
BOYNE LIB OP 96	0.61960	92.32
BOYNE LIB OP 04	0.32380	48.24
COUNTY TRANSIT	0.24830	36.99
CO SR CITIZEN	0.64570	96.20
COUNTY RECYCLING	0.14890	22.18
COUNTY ROADS	0.99260	147.89
COUNTY PARKS	0.15000	22.35
COUNTY VETERANS	0.10000	14.90
GRANDVUE OP	0.75000	111.75
CHX CO 911	0.50000	74.50

*WSA ck#1053  
 12/30/19*

TAX & SPECIAL ASSESSMENTS 2,801.98  
 ADMINISTRATION FEE 28.01

**TOTAL TAX DUE BY: 02/14/20** 2,829.99

**MAKE CHECK PAYABLE TO:**

CITY OF BOYNE CITY  
 319 N LAKE ST  
 BOYNE CITY MI 49712



Boyne City Main Street is seeking proposals for photography services for May 2020 – April 2021. Please submit proposals of not more than \$1,500 to [mainstreet@boynecity.com](mailto:mainstreet@boynecity.com) by Wednesday, April 29<sup>th</sup> at 4:30 p.m. Include a description of how photos will be captured, what items included in the guidelines can be achieved, and portfolio of not more than 20 photos. Past client references appreciated.

## **2020-21 Photographer Guidelines & Schedule**

Boyne City Main Street seeks a seasoned professional photographer to take a variety of styles of photos that captures the essence of our community. Specific events, programs, and details are outlined below.

### **Event Coverage**

- Earlier than the Bird (November 21, 2020)
- Holiday Open House - including holiday decorations and lights (November 27, 2020)

### **Other Coverage Needed (listed in order of importance):**

- Business/Economic development
  - Photos of business owners in their stores (profile shots)
  - Photos of inside of businesses
  - Shoppers, busy sidewalks, etc.
- Facade improvements
  - Paga Family Dentistry
  - Banner Law
  - 209-211 S. Lake St. (Forgotten Treasures and A-Beautiful Nails)
  - Northern Michigan Escapes
  - 437 Boyne Ave
- Volunteers
- Outdoor Farmers Market (peak season)
- Indoor farmers market (non-Christmas)
- North side of Main Street District (open space, boat launch)
- Shots of downtown from the water
- Winter outdoor activities (snowshoeing, cross country skiing, fat tire biking, etc.)
- Summer outdoor recreation (swimming, kayaking, fishing, etc.)
- Sculptures

### **General Guidelines**

- Shoot both horizontal and vertical



- Environmental – encompass the overview of the town or event, capture the feel
- Use close-up and wide lens
- Provide photos to Main Street via digital account (access page on photographers website, Dropbox, Flickr, etc.)
- Photos included will be property of Boyne City Main Street

To whom it may concern:

I am writing in regards to a bid for the 2020/2021 Boyne City Mainstreet Photography position.

My name is Kim Mettler and the name of my business is Michigan Barefoot Memories Photography. In addition to having been BC Mainstreet's photographer for the past 3 years, I have also worked with the Boyne City Chamber, as well as other local area communities to capture lifestyle imagery and events including Bay Harbor (Art Festivals, 4th of July Celebrations, Boat Shows, etc.), Charlevoix, Petoskey & Harbor Springs. Capturing the essence of local community life around Michigan is a cornerstone of my business, and I travel throughout the year to photograph lifestyle imagery for over 40 different cities around the state. Lifestyle imagery can include anything from people shopping, enjoying a meal or cocktail at a local restaurant, browsing a farmer's market, listening to a sidewalk concert, or participating in a variety of outdoor activities, and beyond. One of the keys to photographing unique lifestyle imagery is to actively engage with the subject of your photo, to capture a wide variety of poses--sometimes having them look directly at the camera, but often enjoying and laughing with each other, to give a more photojournalistic quality. It's also important to always be cognizant of the setting, to try and capture iconic or recognizable features, statues or area businesses in the background whenever possible. In addition to shooting commercial photography, I have also owned and operated my own portrait and family photography business for over 15 years, which lends itself well to the ability to engage with people for lifestyle photos.

As far as equipment, I shoot with a professional Nikon D700, but will oftentimes capture images & video on my cell phone as well, giving me the ability to share immediately to client social media channels. It's important to note that I also spend a considerable amount of time in the post processing of files: reviewing the raw images that I photograph, selecting the best and editing those using a unique process of color correction and enhancement. Many photographers will often send hundreds of the unedited images to clients, leaving the client with the burden of sifting through images and posting as-is or editing themselves. I operate on the core belief that it is my job as a photographer to not only tell a story by capturing a variety of images, but also to choose the best images and edit those to produce a beautifully finished product for my clients.

In regards to the requested event & community coverage, I am comfortable committing to the schedule of events (Earlier Than The Bird & Holiday Open House), as well as specific business Facades and miscellaneous photography needs for the total fee of \$1500. The 2 events listed would receive approximately 2 hours of photography coverage and roughly 30-40 culled and edited images. General community photography will be shot throughout the course of the year, as opportunities present themselves. I would typically quote a higher rate for the extended scope of work requested, however,

as a proud resident of Boyne City, I am happy to offer my services to fit within the BC Mainstreet budget constraints in an effort to help our community. As a community member myself, I often attend and photograph events, outside of the scope of work and am happy to continue to offer those to BC Mainstreet for purchase a la carte.

A final word.

I am beyond passionate about the town of Boyne City. As a resident, I have developed relationships with hundreds of people throughout the community and as a photographer, I have built unique working relationships with many of the business owners throughout town. In the wake of CoronaVirus, this coming summer will be unique and challenging, which makes having a familiar & trusted relationship with business owners and residents that much more vital. I believe that I am uniquely qualified to not just capture beautiful and captivating images of a charming small town, but to capture the spirit of community in MY hometown.

NOTE: I was advised that I did not need to provide references or sample work, as I have worked with BC Mainstreet in the past, however I have included a link to a gallery of community profile work from my website below:

<https://www.mibarefootmemories.com/editorial-community-profile>

Should you have any additional questions, please feel free to contact me any time to discuss. Thanks for your consideration.

Kim Mettler

### **MICHIGAN BAREFOOT MEMORIES**

COMMERCIAL + LIFESTYLE + FINE ART PHOTOGRAPHY by Kim Mettler

313.617.3623

**[Mibarefootmemories.com](https://www.mibarefootmemories.com)**

Good afternoon

I hope this finds everyone healthy and doing great!! My name is Billy "Mac". McNamara and I would like to submit a proposal for your downtown photo project. Last year about this time I started Lucky Shot Photography basically for this purpose, to promote our area and have fun with photos. I started going to sports events and taking pictures of kids when parents couldn't make it and let them have my photos. I wanted to be able to help. This year Im actually helping a lot of schools for their yearbooks, because the lack of school year. I don't shoot weddings, I shoot mostly fun events and portraits. I'm more of the fun photographer. You can see my photos on my Lucky Shot Photography page. #ShootLucky.

My proposal would be for \$1,100.00. And I promise you will get more photos that you know what to do with.

Thank you for your time and hope your day is Amazing!!

Billy Mac  
231-758-2806



1350 E. Deer Lake Rd  
Boyne City, MI 49712

# Estimate

Date	Invoice #
5/11/2020	746

Bill To
BOYNE CITY MAIN STREET ATTN: KELSIE KING-DUFF 113 S. LAKE STREET BOYNE CITY, MI 49712

Quantity	Description	Price Each	Amount
	2020 ESTIMATE FOR WATERING DOWNTOWN PLANTERS		
	ESTIMATED SEASONAL LABOR COST FOR THE WATERING OF (16) DOWNTOWN PLANTER BOXES	10,800.00	10,800.00
	INCLUDES: -DAILY WATERING OF FLOWERS/ OR AS NEEDED -WEEDING AS NEEDED -REMOVAL OF DEAD FLOWERS IN FALL -PRICE NOT TO EXCEED ESTIMATED COST		
	NOTE: WOULD ALSO CONSIDER TIME & MATERIAL TERMS. AT A LABOR RATE OF \$40.00/MAN HOUR.		



Follow us on Instagram and see what we do day-in and day-out! You can follow us @ryanslandscaping\_boyne.

<b>Total</b>	\$10,800.00
--------------	-------------

Please call with any questions or comments, (231)330-0452. Thank you, Ryan Fiel



Date: May 11, 2020

Prepared by:

Kyle Andrzejewski  
[kyle@westside-solutions.com](mailto:kyle@westside-solutions.com)  
 (989) 464-8346

Prepared for:

City of Boyne City  
 319 N. Lake Street  
 Boyne City, MI 49712  
**Attn: Michael Cain**  
**Phone: (231) 582-0377**  
**Location: Dist. Library**

Item	Model	Description	Qty	Cost	Total
Charging Station Model	CT4021-GW1	Level 2 Commercial Charging Station w/ 2 ports	1	\$7,210	\$7,210
Commercial Cloud Plan	CPCLD-COMMERCIAL-5	Cloud Plan for 5 years (price per port)	2	\$1,319	\$2,638
Assure Warranty	CT4000-ASSURE5	ASSURE warranty program for 5 years (price per unit)	1	\$2,495	\$2,495
Install Validation	CTSUPPORT-SITEVALID	ChargePoint Validation that site is installed correctly	1	\$0	\$0
Initial Station Activation and Configuration	CP SUPPORT-ACTIVE	Activation of charging station (price per charger)	1	\$0	\$0
Shipping		Freight to Contractor or Site	1	\$225	\$225
Estimated Construction/Installation Cost	Concrete bases, conduits and connections to new power, new meter, placing charger, cleanup - Need to audit site to provide install cost				\$9,500
Total					\$22,068
Estimated Rebate	Consumers Energy Level 2 Charging Station Rebate (\$5,000 per station)				(\$5,000)

<b>*Customer Net Total</b>	<b>\$17,068</b>
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<b>Commercial Cloud Plan</b>	Includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24X7 Driver Support, Host Support, Session Data and Analytics, Power Management, Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist and Videos on screen
------------------------------	---

<b>Assure Warranty Plan</b>	Assure is the most comprehensive parts and on-site labor warranty. Parts and On-Site Labor to repair or replace any manufacturing defect and includes station management, remote monitoring of station and proactive repair dispatch.
-----------------------------	---

<b>Install Validation</b>	On-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes.
---------------------------	--

<b>Initial Site Activation &amp; Configuration</b>	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts.
--	--



Date: May 11, 2020

Prepared by:

Kyle Andrzejewski  
[kyle@westside-solutions.com](mailto:kyle@westside-solutions.com)  
 (989) 464-8346

Prepared for:

City of Boyne City  
 319 N. Lake Street  
 Boyne City, MI 49712  
 Attn: Michael Cain  
 Phone: (231) 582-0377  
 Location: Old Town Park

Item	Model	Description	Qty	Cost	Total
Charging Station Model	CT4021-GW1	Level 2 Commercial Charging Station w/ 2 ports	1	\$7,210	\$7,210
Commercial Cloud Plan	CPCLD-COMMERCIAL-5	Cloud Plan for 5 years (price per port)	2	\$1,319	\$2,638
Assure Warranty	CT4000-ASSURE5	ASSURE warranty program for 5 years (price per unit)	1	\$2,495	\$2,495
Install Validation	CTSUPPORT-SITEVALID	ChargePoint Validation that site is installed correctly	1	\$0	\$0
Initial Station Activation and Configuration	CP SUPPORT-ACTIVE	Activation of charging station (price per charger)	1	\$0	\$0
Shipping		Freight to Contractor or Site	1	\$225	\$225
Estimated Construction/Installation Cost	Concrete bases, conduits and connections to new power, new meter, placing charger, cleanup - Need to audit site to provide install cost				\$8,500
Total					\$21,068
Estimated Rebate	Consumers Energy Level 2 Charging Station Rebate (\$5,000 per station)				(\$5,000)

*Customer Net Total	\$16,068
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Commercial Cloud Plan	Includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24X7 Driver Support, Host Support, Session Data and Analytics, Power Management, Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist and Videos on screen
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Assure Warranty Plan	Assure is the most comprehensive parts and on-site labor warranty. Parts and On-Site Labor to repair or replace any manufacturing defect and includes station management, remote monitoring of station and proactive repair dispatch.
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Install Validation	On-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes.
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Initial Site Activation & Configuration	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts.
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05/28/2020

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY  
Balances as of 05/31/2020

GL Number	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 05/31/20	Available Balance	% Used
Fund 213 - FARMERS MARKET FUND					
Revenues					
Department 030: REVENUES					
213-030-400.000	ALLOCATION FROM CUR YR FD BAL	610.00	0.00	610.00	0.00
213-030-579.000	GRANTS-STATE/FEDERAL	0.00	1,200.00	(1,200.00)	100.00
213-030-642.000	MISC INCOME	10,000.00	0.00	10,000.00	0.00
213-030-642.250	FOOD TRUCK RALLY	12,000.00	0.00	12,000.00	0.00
213-030-642.500	POINSETTIA SALES	300.00	0.00	300.00	0.00
213-030-642.650	MARKET MONEY PURCHASE\	100.00	0.00	100.00	0.00
213-030-642.700	DAILY VENDOR FEE	26,180.00	0.00	26,180.00	0.00
213-030-642.775	VENDOR FEE - WINTER	2,500.00	0.00	2,500.00	0.00
Total - Dept 030		51,690.00	1,200.00	50,490.00	2.32
Total Revenues		51,690.00	1,200.00	50,490.00	0.00
Expenditures					
Department 040: EXPENDITURES					
213-040-705.000	SALARIES - PLANNING	21,060.00	640.80	20,419.20	3.04
213-040-714.000	SOCIAL SECURITY	1,600.00	49.02	1,550.98	3.06
213-040-716.000	UNEMPLOYMENT INSURANCE	10.00	0.00	10.00	0.00
213-040-727.000	SUPPLIES	500.00	162.50	337.50	32.50
213-040-731.000	POSTAGE	50.00	0.00	50.00	0.00
213-040-732.000	MEMBERSHIP DUES/MML	400.00	0.00	400.00	0.00
213-040-750.250	FOOD TRUCK RALLY	8,500.00	0.00	8,500.00	0.00
213-040-750.260	POINSETTIA FUNDRAISER	115.00	0.00	115.00	0.00
213-040-750.300	MARKET MONEY	200.00	0.00	200.00	0.00
213-040-750.350	OUTDOOR MARKET	350.00	0.00	350.00	0.00
213-040-750.360	OUTDOOR MARKET MUSIC	975.00	0.00	975.00	0.00
213-040-750.370	SNAP REIMBURSEMENT	2,500.00	0.00	2,500.00	0.00
213-040-750.380	DOUBLE UP FOOD BUCKS	2,500.00	0.00	2,500.00	0.00
213-040-750.390	SENIOR PROJECT FRESH	2,500.00	0.00	2,500.00	0.00

213-040-750.400	WIC	2,500.00	0.00	2,500.00	0.00
213-040-870.000	TRAINING AND SCHOOLS	800.00	0.00	800.00	0.00
213-040-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	2,130.00	0.00	2,130.00	0.00
213-040-900.400	WINTER PROMOTION	5,000.00	0.00	5,000.00	0.00
Total - Dept 040		51,690.00	852.32	50,837.68	1.65
Total Expenditures		51,690.00	852.32	50,837.68	0.00

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY

Revenues					
Department 030: REVENUES					
248-030-405.000	CURRENT YEAR TAXES	301,031.00	0.00	301,031.00	0.00
248-030-579.000	GRANTS: STATE	37,000.00	0.00	37,000.00	0.00
248-030-670.000	PROMOTIONS COMMITTEE REVENUE	15,000.00	0.00	15,000.00	0.00
248-030-676.000	SPECIAL EVENTS - POKER RUN	40,000.00	0.00	40,000.00	0.00
Total - Dept 030		393,031.00	0.00	393,031.00	0.00
Total Revenues		393,031.00	0.00	393,031.00	0.00

Expenditures

Department 731: EXPENDITURES					
248-731-705.000	SALARIES/WAGES	69,039.00	2,681.22	66,357.78	3.88
248-731-712.000	INSURANCE: LIFE/AD&D	250.00	0.00	250.00	0.00
248-731-713.000	MEDICAL INSURANCE	7,056.00	0.00	7,056.00	0.00
248-731-714.000	SOCIAL SECURITY	5,486.00	205.12	5,280.88	3.74
248-731-715.000	PENSION	4,368.00	183.89	4,184.11	4.21
248-731-716.000	UNEMPLOYMENT	10.00	0.00	10.00	0.00
248-731-719.000	SICK/VACATION	3,150.00	0.00	3,150.00	0.00
248-731-727.000	OFFICE SUPPLIES	750.00	0.00	750.00	0.00
248-731-732.000	MEMBERSHIP DUES	3,350.00	0.00	3,350.00	0.00
248-731-740.000	UTILITIES/INTERNET SERVICE	960.00	0.00	960.00	0.00
248-731-750.000	ADMINISTRATIVE FEE	7,500.00	0.00	7,500.00	0.00
248-731-760.000	DESIGN COMM EXPENSES	1,750.00	200.00	1,550.00	11.43
248-731-762.000	DESIGN CAPITAL IMPROVEMENTS	48,000.00	0.00	48,000.00	0.00
248-731-763.000	STREETSCAPE AMENITIES	29,500.00	0.00	29,500.00	0.00
248-731-782.000	BUSINESS RECRUITMENT/RETENTION	30,000.00	0.00	30,000.00	0.00
248-731-812.000	ORGANIZATION COMM EXPENSES	18,900.00	0.00	18,900.00	0.00
248-731-870.000	EDUCATION/TRAVEL	13,000.00	0.00	13,000.00	0.00

248-731-900.000	ADVERTISING/PUBLISHING	15,000.00	0.00	15,000.00	0.00
248-731-902.000	PROMOTIONS COMMITTEE EXPENSES	8,300.00	0.00	8,300.00	0.00
248-731-910.000	PROMOTIONS COMMITTEE EVENTS	12,000.00	0.00	12,000.00	0.00
248-731-910.200	WALKABOUT SCULPTURE SHOW	1,000.00	0.00	1,000.00	0.00
248-731-910.300	STROLL THE STRETS	17,000.00	0.00	17,000.00	0.00
248-731-911.000	WORKERS COMPENSATION	200.00	0.00	200.00	0.00
248-731-940.000	FACILITIES RENT	6,900.00	0.00	6,900.00	0.00
248-731-942.000	SERVICE MAINTENANCE FEE	75,000.00	0.00	75,000.00	0.00
248-731-971.000	LAND ACQUISITION	9,000.00	0.00	9,000.00	0.00
Total - Dept 731		387,469.00	3,270.23	384,198.77	0.84
Total Expenditures		387,469.00	3,270.23	384,198.77	0.00