

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

**Meeting of  
 February 6, 2014**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY February 6, 2014 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: Michael Cain, Michelle Cortright, Jim Jensen, Larry Lenhart, Pat O'Brien, Rob Swartz, Robin Berry Williams and Ben Van Dam.

**Meeting  
 Attendance**

Absent: Jodie Adams

City Staff: Main Street Manager Hugh Conklin, Planning, Zoning and Administrator Scott McPherson, Assistant Planning, Zoning Administrator Annie Doyle and Recording Secretary Karen Seeley

Public: Two

**Excused Absences  
 MOTION**

Cortright moved Lenhart second **PASSED UNANIMOUSLY** to excuse Jodie Adams.

**Approval of Minutes  
 MOTION**

Cain moved Williams second **PASSED UNANIMOUSLY** to approve the January 9, 2014 regular meeting minutes as presented.

**Citizens Comments**

None

**Correspondence**

Following last year's Boyne City Irish Heritage Festival activities there was discussion about the possibility of Boyne City participating in a Sister City relationship with a community in Ireland. In particular there has been interest in developing a relationship with Drogheda, Ireland, a city famous for the Boyne River. Our first step was to join the Sister Cities International organization. Through this \$150 membership a variety of resources are available. A proposal for the City of Boyne City to participate in the Sister Cities International program will to the City Commission at its February 11<sup>th</sup> meeting. **Cain moved Cortright seconded PASSED UNANIMOUSLY** a motion of support for Boyne City to join the Sister Cities International organization and participates in a relationship with a community in Ireland.

**MOTION**

**Main Street Committee  
 Reports**

In addition to the committee reports included in the agenda packet Main Street Manager Conklin reported on a few items:  
 The Farmers Market Committee: Adopted the rules for 2014, also adopted rules for food trucks, they will be charged same fees as other vendors plus electrical fees. The crafters will be rearranged to accommodate food trucks at the market.  
 Design Committee: A sub-committee has been appointed to look at the Christmas decorations and give recommendations as our current contact is up.

Early registration for the National Main Street Conference to be held in Detroit is

open through March 17<sup>th</sup>.

## MANAGER'S REPORT

The food truck committee has set two public hearing dates, one for the businesses and stakeholders and one for the general public. They will be held February 25<sup>th</sup> at 6:00 p.m. and March 6<sup>th</sup> at 5:30 p.m. at the Boyne District Library Community Room. The committee is still collecting data and gathering public opinion, to pass on to the City Commission.

The Joint Board and Commission meeting will be held February 13<sup>th</sup>, 6:00pm, City hall auditorium.

## UNFINISHED BUSINESS

Trail Town update: Mike Sheenan updated the board on the progress of the 16 member committee. The group is working with consultant Harry Burkholder of Land Information Access Information. The committee has discussed central locations for the trail heads; one would be at Old City Park for those coming from Charlevoix going to Boyne Falls and the other at the Airport, where there are bathrooms available. Board discussion followed and they prefer the safest and direct route as possible.

Veterans Park update: It is time to move to the design phase of the pavilion. At this point, we are not worried about the location, just the design. The cost for the design of concept 1 is \$7600 and 10,500 for concept 2. Concept 2 and Concept 3 are the same building just different location. Board asked the square footage between concept one and two. #2 has an approximately 32-foot addition. We will need between \$8,000 and \$9,000 for our match.

## MOTION

**Cain moved Cortright seconded PASSED UNANIMOUSLY** to pursue the continuation of design building concept 2, subject to Main Street being able to come up with additional resources.

Board suggestion to meet with the parks director regarding their budget.

## NEW BUSINESS

## MOTION

Board Officers: For the past year the Main Street Board has been under the leadership of chair Rob Swartz and vice chair Pat O'Brien. Swartz is eligible to serve a second term as chair and it is the organization committee's recommendation he be reappointed. **Cain moved Cortright seconded PASSED UNANIMOUSLY** to reappoint Rob Swartz as board chair and Pat O'Brien as vice chair for a one-year term beginning February 2014.

## MOTION

Michigan Vietnam Veterans Traveling Memorial: Bob Carlile presented the board with information regarding the Michigan Vietnam Veterans' Traveling Memorial (received and filed). He has contacted them and they have July 18 and 19<sup>th</sup> available to bring the memorial to Boyne City. They will need motel rooms, security overnight for the memorial and 2 large tents. Board discussion regarding the American Legion and VFW joining in this venture. **Cain moved Williams seconded PASSED UNANIMOUSLY** that Main Street serve as the lead agency sponsoring the Michigan Vietnam Veterans Traveling Memorial to come to Boyne City July 18 and 19 with as many partners as possible. Bob Carlile will make contact with representative from the American Legion and VFW and also a few people that were suggested that might be willing to help.

Boyne Area Chamber Visitors Guide:

In the past Main Street has purchased a full-page ad in the Boyne Area Chamber of Commerce Visitors Guide. The recommendation this year is to again purchase a full page ad. The cost remains at \$1,995, the same it has been the past two years. The content has not yet been decided but the marketing committee will be working with Kecia Freed, our graphic artist, to design an ad that reflects the quality of the program. The expense will be for the 2014-15 fiscal year which begins on May 1. **O'Brien moved Lenhart**

## MOTION

**seconded** that the Main Street Board approves the purchase of one –full page add in the Boyne Area Chamber of Commerce Visitors Guide at a cost of \$1,995. Cortright abstained. **Motion Carried.**

Boyne Thunder Resolution of Support:

Boyne Thunder is scheduled for July 11 and 12. As in past years, the Main Street Board and City Commission are being asked for their support.

**MOTION**

**Cain moved O'Brien seconded PASSED UNANIMOUSLY** that the Main Street Board support and endorse the Boyne Thunder 2014 event; and approve a resolution to make application to the Liquor Control Commission for a Special License for the sale of beer, wine and spirits for the consumption on the premises, to be in effect on July 11 and 12, 2014 in Veteran's Park.

SOBO Arts Festival Charlevoix County Community Foundation Grant Request:

The SOBO Arts Festival is interested in applying to the Charlevoix County Community Foundation for a grant to support the 2014 event scheduled for June 27-28. The Festival committee chair has reviewed with the foundation a potential grant request to support music for the festival and was encouraged to apply. The foundation recommends the grant request be specific and that the festival not ask for more than \$2,000. In addition to the Main Street board's support, the foundation also requires support of the City Commission. **O'Brien moved Cortright seconded PASSED UNANIMOUSLY** that the Main Street Board support and recommends to the City Commission the SOBO Arts Festival grant application to the Charlevoix County Community Foundation. This application is due by March 1<sup>st</sup>.

**MOTION**

Farmers Market Committee Appointments:

The term for one vendor position has expired on the Farmers Market Committee. The position was held by Richard Friske, who chose not to serve another term. Three applications for the position were received. The farmer's market committee is recommending the appointment of Erica Tosch for the three-year term. **Cain moved O'Brien seconded PASSED UNANIMOUSLY** that the Main Street Board appoint Erica Tosch to a three-year term on the Boyne City Farmer's Market Committee. With a letter of appreciation to Richard Friske for his service.

**MOTION**

---

**Cain moved O'Brien seconded PASSED UNANIMOUSLY** to adjourn the February 6, 2014 meeting of the Boyne City Main Street Board at 10:11 am.

---

**ADJOURNMENT  
MOTION**

Karen Seeley, Recording Secretary