



City of Boyne City
Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712

www.boynecity.com

Phone 231-582-6597

Fax 231-582-6506

**BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, January 12, 2016 at 7:00 p.m.**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. CONSENT AGENDA
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed and placed as the last item under new business to receive full discussion. Such requests will be automatically respected.
 - A. Approval of the December 8, 2015 City Commission regular meeting minutes as presented
 - B. Approval of the December 23, 2015 City Commission regular meeting minutes as presented
 - C. Approval of the recommendation of the Parks and Recreation Board to appoint Darryl Parrish to serve on the Parks and Recreation Board for a four year term expiring December, 2019
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
6. CITY MANAGER'S REPORT
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
 - A. Draft Minutes of the December 1, 2015 Zoning Board of Appeals Meeting
 - B. Draft Minutes of the December 3, 2015 Main Street Meeting
 - C. Draft Minutes of the December 3, 2015 Parks & Recreation Board Meeting
 - D. Draft Minutes of the December 16, 2015 Special Main Street Meeting
 - E. Draft Minutes of the December 21, 2015 Planning Commission Meeting
 - F. Draft Minutes of the December 21, 2015, Historical Commission Meeting
8. OLD BUSINESS
9. NEW BUSINESS
 - A. Redevelopment Liquor License for Stiggs Brewing Company
Consideration to approve a resolution recommending the application for a redevelopment on-premise Class C License for Stiggs Brewing Company to be located at 112 South Park Street, Boyne City, MI pursuant to Public Act 501 of 2006 and issued under MCL 436.1521 a(1)(b)

An Equal Opportunity Provider and Employer

Hometown Feel, Small Town Appeal

- B. MParks Building Healthy Communities Grant
Consideration to approve the recommendation of the Parks and Recreation Board and City Staff to apply for a Building Healthy Communities Grant from MParks and authorize the City Manager and City Clerk / Treasurer to sign the required documents
- C. Walkabout Sculpture Grant
Approve the request of the Main Street Design Committee to submit a grant application to Michigan Council for the Arts and Cultural Affairs (and allow us to apply for other grant opportunities that may present themselves that would fit the mission of our project and funder) on behalf of the City and authorize the City Manager to sign the necessary documents
- D. Leadership Charlevoix County Community Service Project
Consideration to approve the concept proposal for the Born Learning Trail and allow the Leadership Charlevoix County group to move forward with the project proposal and work with City Staff on the design and implementation details
- E. Aspen Tree Removal
Consideration to approve a proposal from Crandall Logging to remove the Aspen trees around the perimeter fence at the Wastewater Plant in the amount of \$3,500 and authorize the City Manager to execute the documents
- F. Non-Union Employee Vacation Schedule
Consideration to authorize the changes to section 5.17 of the City's personnel policy as proposed
- G. Museum Moving Recommendation
Review the recommendation and information presented, provide staff any interim direction while postponing the matter for final consideration after the project bids are received
- H. Ann Arbor to Traverse City Rail Plan
Consideration to providing a letter of support to the Bay Area Transportation Authority and the Groundwork Center for Resilient Community's Service Delivery and New Technology for a grant application for the northern Michigan passenger rail study and allow Groundwork to list the City of Boyne City as a supporter on the project website
- I. City Commission Retreat
Discussion of this matter, along with any additional information staff can provide at the meeting, and provide staff direction on how it wishes to pursue this matter at this time, if at all
10. GOOD OF THE ORDER
11. ANNOUNCEMENTS
- The next regular City Commission meeting is scheduled for Tuesday, January 26, 2016 at noon
 - The City Wide Goal Setting meeting is scheduled for Thursday, January 14, 2016 at 6:00 p.m. at St. Matthews Fellowship Hall
12. 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, City Clerk/Treasurer, 319 North Lake Street, Boyne City, MI 49712; phone (231) 582-0334



Scan QR code or go to
www.cityofboyne.com
click on Boards & Commissions for complete
agenda packets & minutes for each board

**DECEMBER 8, 2015
REGULAR MEETING**

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON TUESDAY DECEMBER 8, 2015

CALL TO ORDER

Mayor Neidhamer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

Present: Mayor Tom Neidhamer, Mayor Pro Tem Gene Towne, Commissioners Ron Grunch, Laura Sansom and Hugh Conklin

Absent: None

Staff: Cindy Grice, Michael Cain, Scott McPherson, Andy Kovolski, Mark Fowler, John Lamont, Jeff Gaither, Kevin Spate and Lori Meeder

Others: There were 10 citizens in attendance including representatives from the Charlevoix County News and Petoskey News Review

**CONSENT AGENDA
MOTION**

2015-12-157

Moved by Conklin
Second by Grunch

2015-12-157A

Approval of the November 24, 2015 City Commission regular meeting minutes as presented

2015-12-157B

Approval of Compensation Commission 2015 recommendation to keep the compensation for the Mayor at the current levels of \$3,000 per year and \$2,500 per year for each Commissioner

2015-12-157C

Approval of the recommendation of the Main Street Board to appoint Chris Bandy to the board for a four year term expiring in January, 2020

2015-12-157D

Approval of the recommendation of the Main Street Board to appoint Don Ryde to the board for a four year term expiring in January, 2020

2015-12-157E

Approval of the recommendation of the Main Street Board to appoint Jodie Adams to fill Jim Jensen's remaining term which expires in January, 2017

2015-12-157F

Approval to authorize the City Manager to accept the \$10,000 Open Space and \$1,500 River Sculpture Charlevoix County Community Foundation grants as awarded and provide the necessary paperwork

Ayes: 5

Nays: 0

Absent: 0

Motion carried

CITIZENS COMMENTS

Michelle Cortright, representing a group of individuals, discussed the opportunity resulting of the new city hall facilities construction to safely and securely package our artifacts, cataloging and digitizing our museum collection. She also discussed finding a safe, secure environment for storage in the meantime. The group doesn't know what the cost will be but is talking about researching this information. Kecia Freed provided the Commissioner with a handout of the notes of this group's recent

discussion. Commissioner Sansom said there is a Historical Commission board meeting coming up.

CORRESPONDENCE

None

CITY MANAGERS REPORT

City Manager Cain's reported:

- Boyne City has received its Redevelopment Ready Communities certification from the MEDC, just the fifth community to be recognized under this program.
 - The Somerset Pointe force main project is basically done and on hold until sometime this spring. The next step will be the installation of the pump station structure.
 - Attorney Mike Watzka continues to work out details on the ACD cellular antenna system agreement
 - Water/Wastewater Department Staff member John Loughmiller passed is D-2 license requirements. Eric Kujawski earned his D-4 license for the water system and is working towards a new wastewater license. Gary Dunlop has received the State's Edward Dunbar Rich award for 25 or more years of public service in the Water Department.
 - Our longest seniority employee, Keith Hausler has formally advised us that he will be retiring on December 31, 2015 after 36 years, 7 months and 10 days as our Parks Foreman and Heavy Equipment Operator. We wish him and his wife all the best
-

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Draft Minutes of the November 3, 2015, Zoning Board of Appeals Meeting; the November 5, 2015, Main Street Board Meeting; the November 9, 2015, Economic Development Corporation Board Meeting; the November 9, 2015, Local Development Finance Authority Board Meeting and the November 13, 2015, Historic District Meeting were received and filed.

Parkview Apartments PILOT

Consideration of first reading to review the materials and introduction of the revised PILOT Ordinance as presented and schedule a second reading for possible further consideration to be held at the City Commission's January 12, 2016 meeting.

City Manager Cain discussed the review of the revised draft ordinance that would provide a PILOT for Parkview Apartments. The revised draft ordinance replaces the previous one introduced on October 13. Unlike the previous version, the loss in tax revenues created by a PILOT would be felt equally by all taxing entities, including the City. The return on the PILOT in the current version is increased from 3% of base rents to 7%. The term of this revision of the PILOT proposed has shortened to 15 years with the possibility of future renewal or extension. City Attorney Jim Murray added the current form is satisfactory.

Staff Comments: Assessor Deb Chavez said if the 2nd reading goes to January, 2016, the PILOT would not be in effect until 2017.

Citizens Comments: Chris Christensen said as a resident he thinks it is important to not convolute this ordinance and added that subsidized and affordable workforce housing are not the same thing. There are people that own second homes that are being rented at the market level.

Board Discussion: Commissioner Conklin inquired about the \$3,000,000 renovation costs from the 2013 estimates. Parkview attorney Joe Quandt said the money captured thru the PILOT must address every penny spent, in the capital needs assessment. Parkview is a limited profit entity. It can't be a fully market driven entity. Bob Brooks of Parkview said you're not restricted to just families in these units. When they were first built, there were a lot of families in the units but the demographics have changed. Commissioner Conklin said he thinks supporting this housing is really important for the community. Commissioner Sansom asked how long the rehabilitation is projected. Attorney Quandt said they have to make \$283,000 in improvements because that's what the PILOT captures.

Mayor Pro-Tem Towne said we need to do what we can, it is important. Commissioner Grunch said he supports the process to move forward. We are definitely in need of more affordable housing. Mayor Neidhamer said he agrees that they support the affordable housing. It's a need for Boyne City. He is in support of the ordinance as a tool This would make 120 units that are not on the tax roll. How much can we afford to not have these on the tax rolls? Why should taxpayers take a hit? He added that he also struggles that the units are already built.

City Manager Cain said the Library and Schools are in favor of leveling the playing field and he got the impression that in its current form the ordinance is something they could live with.

MOTION

2015-12-158
Moved by Grunch
Second by Conklin

To approve the first reading to review the materials and introduction of the revised PILOT Ordinance as presented and schedule a second reading for possible further consideration to be held at the City Commission's January 12, 2016 meeting

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Fire Department Grant Authorization

Consideration to approve to authorize the Fire Department to apply for a grant to purchase new air packs at an estimated cost of \$138,000 and authorize the City Manager or his designee to complete the necessary paperwork.

Dennis Amesbury discussed the FEMA grant the Fire Department would like to apply for to purchase and replace the firefighter's air packs. The maximum estimated cost of \$138,000 and a 5% local match of \$6,900 would be requested.

Commissioner Sansom asked how sure we are of getting the grant and was informed that we will continue to try if we do not get it this time.

All Commissioners are in support of the recommendation.

MOTION

2015-12-159

Moved by Towne
Second by Sansom

To approve to authorize the Fire Department to apply for a grant to purchase new air packs at an estimated cost of \$138,000 and authorize the City Manager or his designee to complete the necessary paperwork.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Temporary City Facilities Contract

Consideration to authorize the City Manager to complete negotiations and execute an agreement with Honeywell to lease space at 364 North Lake Street for a temporary City Hall for a period not to exceed 30 months as outlined at a first year rental cost of \$33,075.

City Manager Cain discussed the temporary quarters to house City Hall operations during the construction of our new City Hall. For a while, we have looked at options with our neighbor Honeywell. They have excess unused space in their facility right across the street from City Hall, just north of the 4Front Credit Union. The space is a mixture of open space and offices that seem sufficient to meet our needs for an estimated period of 18 to 24 month. Both City staff and the City Commission had an opportunity to tour the space. We believe the space could be fully usable in a matter to continue to meet the needs of the community during construction of the new building. The lease would begin on January 1, 2016 at a cost of \$33,075 for the first year rent and utilities and \$34,067.25 for a full second year if needed. Painting and cleaning, along with installation of phone and computer systems would need to take place prior to moving in. The Police Department is planning to move into a modified space being vacated in the old DPW building.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement.

MOTION

2015-12-160
Moved by Conklin
Second by Towne

To authorize the City Manager to complete negotiations and execute an agreement with Honeywell to lease space at 364 North Lake Street for a temporary City Hall for a period not to exceed 30 months as outlined at a first year rental cost of \$33,075.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Consideration to approve a contract for the Asbestos Survey for the 319 N Lake Street facilities at a unit cost of \$30.95 per sample with Otwell

City Hall Asbestos Survey

Mawby and authorize the City Manager to sign the required documents, further should the need arise to exceed 70 samples, to authorize the City Manager to proceed as needed with additional sampling at a cost of \$30.95 per sample to complete the project

Public Works Superintendent Andy Kovolski discussed the need for an asbestos survey of the existing city facilities as we move toward demolition and reconstruction. This testing is a requirement of both the MDEQ and the Federal Environmental Protection Agency. Otwell Mawby has provided us the best cost proposal in the amount of \$30.95 per sample, proposing to take 70 samples. If additional samples are required, they will complete them at the same unit cost.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Grunch asked if there is any evidence and was informed, yes. Commissioner Conklin inquired about the difference in number of samples proposed from the other Contractor who provided a bid and Andy was unsure, possibly just a minimum is required. All Commissioners are in agreement with the proposal.

2015-12-161

Moved by Towne
Second by Sansom

MOTION

To approve a contract for the Asbestos Survey for the 319 N Lake Street facilities at a unit cost of \$30.95 per sample with Otwell Mawby and authorize the City Manager to sign the required documents, further should the need arise to exceed 70 samples, to authorize the City Manager to proceed as needed with additional sampling at a cost of \$30.95 per sample to complete the project

Ayes: 5
Nays: 0
Absent: 0
Motion carried

2016 Commission Meeting Schedule Revision and FYE 2017 Budget Schedule

Consideration to approve the revised regular meeting schedule for 2016, also approving the Fiscal Year 2016 / 2017 Tentative Budget Schedule as presented

Clerk/Treasurer Grice discussed that it has come to our attention that two of the dates on the recently adopted 2016 City Commission meeting date schedule conflict with elections. The first is the March 8, 2016 Presidential Primary and the second is the November 8, 2016 General Election. We are proposing moving the March 8 and 22 meetings to March 15 and 29, and the November 8 and 22 meetings to November 15 and 29. Also provided is the 2016 / 2017 Tentative Budget schedule.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

MOTION

2015-12-162
 Moved by Grunch
 Second by Conklin

To approve the revised regular meeting schedule for 2016, also approving the Fiscal Year 2016 / 2017 Tentative Budget Schedule as presented

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Pavilion Bidding Option

City Manager stated the upcoming bidding process for the new city facilities, possibly including the pavilion project. This could give us valuable information and will provide real concrete numbers. Commissioner Sansom expressed concerns about the difference in the design from the one the community initially wanted. She also asked what good is the bidding process if we have no way to fund this. City Manager Cain said it would provide the community with information for discussion. Commissioner Sansom said she wants a new pavilion but doesn't want it to hold up the City Facility process or put a wrinkle in it. The City Facilities are to her, the number one priority. Commissioner Grunch said it's good to have something pre-engineered if we are looking for grants. We could be ahead of the line. But he is concerned about moving back the bidding schedule in order to do so. Commissioner Conklin said the pavilion committee is trying to find some solutions. They have worked very hard to raise the funds. Maybe we could find another architect to work on this project since Ray has a lot of work to do with the City Facility project. We shouldn't push City Facilities back two months of bidding. Without the grant, this is a lot more complicated. Over \$200,000 has been raised so far. Commissioner Conklin thinks we should meet with the pavilion committee. City Manager Cain will continue to investigate the options that would make sense to move forward. His direction is that the top priority is the City Facility. We want something to happen to make the pavilion project happen. There was a general consensus of the Commission to not delay the bidding process by including the Pavilion project in the bid with the City Facilities

Personnel Policy Update

City Manager Cain discussed the Holiday Bonus. For as long as anyone can remember, all full time City employees with a minimum of one year seniority have received a Holiday bonus. Language governing this included in both the DPW/Water/Wastewater/Maintenance and Police Officer labor agreements. During a recent check, we could not find similar language for our non-union personnel in our personnel policy although this has been a documented annual occurrence at least back to the mid 1990's. The proposed language is as follows:

Section 5.19 HOLIDAY BONUS Any employee who has completed one (1) full year of employment with the City as of December 15th shall be paid a holiday bonus. The amount of the bonus will be one hundred dollars (\$100) per employee except Department Heads who will receive one

hundred and twenty-five dollars (\$125) and part time employees will receive fifty percent (50%) of the regular amount.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

MOTION

2015-12-163

Moved by Sansom

Second by Towne

To approve the proposed addition to the City's Personnel Policy for the Holiday Bonus as presented

Ayes: 5

Nays: 0

Absent: 0

Motion carried

GOOD OF THE ORDER

All Commissioner wished everyone Happy Holidays. Commissioner Conklin said he thought the Redevelopment Ready Communities event was really great and he thanked Scott McPherson for everything. He added that Mike Cain's words were eloquent. Commissioner Conklin also commented that after the goal setting in January, the City Manager should explore having a City retreat to guide that process.

**ADJOURNMENT
MOTION**

Motion by Mayor Neidhamer seconded by Mayor Pro-Tem Towne to adjourn the regular City Commission meeting of Tuesday, December 8, 2015 at 9:23 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

**DECEMBER 23, 2015
SPECIAL MEETING**

RECORD OF THE PROCEEDINGS OF THE SPECIAL BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON WEDNESDAY DECEMBER 23, 2015

CALL TO ORDER

Mayor Neidhamer called the meeting to order at 9:00 a.m. followed by the Pledge of Allegiance.

Present: Mayor Tom Neidhamer, Mayor Pro Tem Gene Towne, Commissioners Ron Grunch, Laura Sansom and Hugh Conklin

Absent: None

Staff: Cindy Grice, Michael Cain, Lori Meeder, Scott McPherson, Mark Fowler, Andy Kovolski, Kevin Spate, Jeff Gaither, Debra Chavez, Patrick Kilkenny and City Attorney Jim Murray

Others: There were 3 citizens in attendance including a representative from the Petoskey News Review

**CONSENT AGENDA
MOTION**

2015-12-134
Moved by Sansom
Second by Conklin

2015-12-134A
Approval of the December 9, 2015 City Commission Old City Clock Work Session minutes as presented
2015-12-134B
Approval of the December 10, 2015 Joint Board and Commission meeting minutes as presented
2015-12-134C
Approval of the December 14, 2015 City Commission special meeting minutes as presented

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

None

CORRESPONDENCE

A letter from Charter dated December 15, 2015 discussing rate increases and a thank you from Challenge Mountain for the Boyne Thunder contribution were received and filed.

CITY MANAGERS REPORT

City Manager Cain's reported:

- The wood chips for the Community Playground project have been removed from the site and the new sealer has been received.
- The marina core drilling samples were taken last week and we are awaiting the results.
- We have been notified that we were successful in obtaining a \$10,400 grant from the State's Recreation Passport Grant program for new fitness trails at the Dog Park.
- We have received the current plans and specs from MDOT for the rebidding of Phase I of the BC to Charlevoix non-motorized trail.

- Work on the Catt Development South Lake Street project has begun

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Parkview Apartments PILOT

The November, 2015 Financial Statement was received and filed.

City Manager Cain discussed the revised draft ordinance that would provide a Payment in Lieu of Taxes for the property that comprises the Parkview Apartments south of Division Street. The resulting loss in tax revenues created by the PILOT would be felt equally by all taxing entities, including the City. The return on the PILOT in the current version is 7% of base rents. The term of the PILOT proposed under this agreement was shortened to 15 years, with the possibility of future renewal or extension. There is also a draft Release of Claims and draft letter regarding our willingness to make an additional connection to our storm drain system, under certain conditions. The City Attorney has reviewed all of these documents and finds them in proper order. The County Coordinator, School Superintendent, Library Director and Transit Executive Director have also been contacted regarding this information and no objections have been heard to what is currently being presented.

City Attorney Jim Murray added that that he does agree with the form of the ordinance and it should be approved upon the condition of the Release of all Claims being signed.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in support of the agreement and ordinance.

MOTION

2015-12-135
Moved by Grunch
Second by Towne

To adopt the Parkview PILOT Ordinance as presented and simultaneously agree to sign the Release of Claims Agreements as a condition of the Ordinance and authorize staff to take the necessary steps to implement both items

Ayes: 5
Nays: 0
Absent: 0
Motion carried

City Facilities Bond Sale Authorization

Consideration to approve the proposed resolution authorizing the 2016 Unlimited Tax General Obligation Bonds for financing the City Facilities improvements as approved by the Voters of the City of Boyne City and authorize the Mayor, City Manager and City Clerk/Treasurer to take all appropriate steps necessary to implement this action.

City Manager Cain discussed the request to approve a resolution authorizing staff to proceed with the process of issuing the voter approved bonds at the \$7,000,000 amount. Our financial consultant is Paul Stauder of The PFM Group. Both Pat McGow, our bond counsel from Miller Canfield and Stone and Paul worked with us previously on the bond sale

for the Wastewater plant improvements. This is a time of historically low interest rates, even with the Federal Reserve's increase of 0.25 percent last week. This is a good time to borrow money. While we will not know the exact cost of our proposed project until the bids come in, our architect continues to believe we are still within our estimated amounts. Excess bond proceeds above what would be needed to do the project, if any, could be used to make payments towards the cost of the bonds.

Citizens Comments: None

Staff Comments: Clerk / Treasurer Grice agrees with the recommendation.

Board Discussion: Mayor Pro-Tem Towne agrees. Interest rates are good. Commissioner Conklin asked how local people could buy bonds and was informed we are not aware of that process at this time. Do we need to have voter approval to bond a project? Not always, citing the example of the DDA bonding done in the late 1990's. Commissioner Sansom said she is in favor of moving forward, it's a smart move. Commissioner Grunch also had some questions regarding the bonding and is also in approval of moving forward. Mayor Neidhamer is in support of moving forward.

MOTION

2015-12-136
Moved by Towne
Second by Sansom

To approve the proposed resolution authorizing the 2016 Unlimited Tax General Obligation Bonds for financing the City Facilities improvements as approved by the Voters of the City of Boyne City and authorize the Mayor, City Manager and City Clerk/Treasurer to take all appropriate steps necessary to implement this action.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

MINUTES OF DECEMBER 8, 2015 DISCUSSION

Commissioner Sansom requested that the minutes of the December 8, 2015 City Commission meeting be discussed. She feels it should be noted that during the Pavilion discussion, the minutes should show more of a consensus that we don't want to tie up the project. The minutes didn't reflect the depth of the discussion. There was a consensus of the Commissioners at that meeting to not delay the bidding process. All other Commissioner agreed to not hamper the process because including the pavilion construction bid would slow down the process. Clerk / Treasurer Grice will make changes to the minutes and bring them back to the Commission at their January 12, 2016 meeting for approval.

GOOD OF THE ORDER

All Commissioners wished everyone a very Merry Christmas and Happy New Year.

ADJOURNMENT
MOTION

Motion by Mayor Neidhamer seconded by Mayor Pro-Tem Towne to adjourn the regular City Commission meeting of Wednesday, December 23, 2015 at 9:50 a.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

DRAFT

*CITY OF BOYNE CITY**MEMO*

To: Michael Cain, City Manager 
From: Barb Brooks, Executive Assistant 
Date: December 29, 2015
Subject: Parks and Recreation Board Member Appointment

At the Thursday, December 3, 2015 meeting of the Parks and Recreation Board, the board discussed board member term expirations of Darryl Parrish and Gail VanHorn. Van Horn has served on the board since 2011 and Parrish was originally recommended to serve on the board in 2013 to fill a vacancy left by Carl Wehner.

Board Discussion: Parish expressed interest in continuing to serve on the board. VanHorn stated she has enjoyed her time serving but is ready to step down. The board members thanked her for her time, insight and service to the community.

VanHorn moved, Sheets seconded, PASSED UNANIMOUSLY to recommend the City Commission consider Darryl Parish to serve on the Parks and Recreation Board for a four year term, expiring December 2019.

Approved: _____

**Meeting Of
December 1, 2015**

Record of the proceedings of the regular Boyne City Zoning Board of Appeals meeting held at Boyne City Hall, 319 N. Lake Street, on Tuesday, December 1, 2015 at 5:00 p.m.

Call To Order

Chair Kubesh called the meeting to order at 5:00 p.m.

Roll Call

Present: Bob Carlile, Pat Kubesh, Lynn Murray and Roger Reynolds
Absent: John McClorey (arrived at 5:13 pm)

Meeting Attendance

City Officials/Staff: Assistant Planning Director Patrick Kilkenny and Recording Secretary Pat Haver
Public Present: Three

**Approval of the Minutes
MOTION**

ZBA 2015-12-01 2
Murray moved, Reynolds seconded, PASSED UNANIMOUSLY, a motion to approve the November 3, 2015 minutes as presented.

**Hearing Citizen comments on
Non-Agenda Items**

None

Correspondence(s)

Received a support letter from Haggard's Plumbing and Heating for tonight's requested variance.

New Business

**Variance Request
1213 Nordic Dr.
John & Anita Clements**

Public hearing opened at 5:02 pm

Assistant Planning Director Patrick Kilkenny reviewed his staff report that was included in the agenda packet; the owners John & Anita Clements are requesting approximately 24 foot of relief from the required 30 foot setback from the east lot line of the property and approximately 24 foot of relief from the required 30 foot setback from the south lot line of the property, to construct an addition to the existing attached garage and relocate the existing driveway to the east side of the house.

Anita Clements: homeowner – As our current driveway is very steep, we desire a flat drive that will allow us to have a handicapped accessible entrance into the house, and a place to park cars. We plan to convert the old garage into a family room and remove the old driveway and install what ever additional drains are needed and install a walkway to get to the garage and street sidewalk.

Carlile – Can you put in a smaller addition for a smaller footprint?

Clements – A standard garage is 20 foot by 24 foot. We will have plenty of room for parking any additional cars without being over the sidewalk, and there will not be an obstruction of any views going around the corner. This is the only proposed location flat enough to have a garage, as the west and south sides of the house are very steep with no way to attach and enter into the house.

Kubesh – Will the existing garage door remain? **Clements** – Yes it is all glass.

Murray – Have you considered putting the garage door on the east side of the current garage? That would require some work on the roof, however, would require less of a variance if you choose to add on a smaller addition.

Kubesh – Doing that would be about 20 feet in depth, tight for the normal size car.

Reynolds – Are there any traffic ordinances that we need to address?

Public Hearing closed at 5:14

The board and applicant held further discussion about the possible placement of the garage door on the east side of the residence, redesigning the layout with a smaller addition and asking for a smaller variance and possible roof line changes. The board was concerned about obstructing the views going around the corner if the addition were added at the requested size. A suggestion was made to have the request tabled until a future meeting to give the applicant the opportunity to speak with their contractor to see if there were any other options available to them; with the understanding that it is no guarantee that any future plans or variance requests would be automatically approved by this board. The applicants agreed with this suggestion.

MOTION

With no further discussion, **motion by Kubesh, seconded by Murray** to table the variance request from John & Anita Clements until a future meeting.

ZBA 2015-12-01 5A

Roll Call

Ayes: Kubesh, McClorey, Murray and Reynolds

Nays: Carlile

Absent: None

Abstain: None

Motion carries

Old Business

At the last meeting, the board asked about the residence at 515 Lewis Ave. which had not followed through with upgrading the roof line to the required 5/12 pitch for this zoning district when the house was moved 3 years ago. Patrick spoke with the homeowner, as their zoning permit had also expired; the homeowner assured him that the roof pitch construction would begin in the spring, so the permit was re-issued.

Reports of Officers, Boards and Standing Committees, Good of the Order and Announcements

None

Next Meeting

The next meeting of the Boyne City Zoning Board of Appeals is scheduled for January 5, 2016 at 5:00 p.m.

**Adjournment
MOTION**

ZBA 2015-12-01 10

Murray moved, McClorey seconded, PASSED UNANIMOUSLY a motion to adjourn the Tuesday, December 1, 2015 Boyne City Zoning Board of Appeals meeting at 5:47 p.m.

Patrick Kubesh, Chair

Pat Haver, Recording Secretary



Approved: _____

**Meeting of
December 3, 2015**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY DECEMBER 3, 2015 AT 8:30 AM. CITY HALL, 319 NORTH LAKE STREET

Call to Order

Chair O'Brien called the meeting to order at 8:31 a.m.

Roll Call

Present: Rob Swartz, Larry Lenhart, Michael Cain, Robin Berry-Williams, Ben Van Dam, Pat O'Brien Jim Jenson, Jodie Adams and Michelle Cortright

**Meeting
Attendance**

Absent: None

City Staff: Main Street Director Lori Meeder, Assistant Planning/Zoning Administrator Patrick Kilkenny and Recording Secretary Lisa Schrock

Public: One

**Approval of Minutes
MOTION**

Cortright moved Lenhart second PASSED UNANIMOUSLY to approve the December 3, 2015 regular minutes as presented.

**Citizens
Comments**

None

Correspondence

None

Manager's Report

Main Street Director Meeder gave the Manager's Report on the following topics:

- Earlier Than the Bird Shopping Event—They ran out of mugs in 20 minutes and received good feedback
- Holiday parade and Open House—The parade was a little larger than in prior years
- Fustini's opened and will have a grand opening at noon on 12/12/15
- Boyne Appetit—The committee has met three times now and is gaining some traction. There is a sub-committee working on a Wine Wednesday which will take place once per month beginning in January
- SOBO Arts Festival—There is an initial organizing committee meeting next week and the SOBO businesses have been invited but have not had much response. If we can't find someone to champion the event it may look very different next year
- The Last River Draw—We are still waiting for permits from the DEQ and from the US Army Corp. Once we have that, we can move forward with applying for the MEDC crowd funding grant. We did receive a \$1,500 grant from the Charlevoix Community Foundation and have applied for a \$5,000 grant from the Laura Musser Fund
- Walkabout Sculpture Show—In the planning stages for next year's

installations and will be reaching out to artists to consider placing a piece here for the year starting in June. Next is a selfie photo contest in the winter called “freeze frame” and the winner will hopefully be announced at the winter fest. There were 32 photos in the photo contest

- Winter Fest is scheduled for January 30, 2016
- Boyne Thunder—Checks were distributed to the Boyne Thunder charities, there will be an increase in pricing for next year, there is concern with accommodations for participants and spectators with the proximity to July 4 and there is potential to have food trucks available for spectators
- Wok Plans—Meeder is finishing up the draft work plans for review and comment and action by the respective committees
- The website development is moving along fine and there is a basic design and he is working on the secondary pages
- Chamber Board Goal Setting Session was very productive and their highest priority is volunteer management
- Fund Development Training—Meeder received follow up documentation from Patrice Martin and plans to review it in the next week or so and will forward it to the board.

Unfinished Business
Dilworth
Reimbursement
Agreement Approval
MOTION

There was discussion on Bob Grove’s comfort level with the agreement.
Cain moved Adams second PASSED UNANIMOUSLY to postpone the Dilworth Reimbursement Agreement until the Main Street Executive Director brings it back.

Catt’s Realty Company
Reimbursement
Agreement Approval
MOTION

Adams moved Cain second PASSED UNANIMOUSLY to approve the reimbursement for the Lake Street project and authorize staff to execute the documents prior to December 31, 2015.

New Business
Board Member
Recommendations
MOTION

Cortright moved Swartz second PASSED UNANIMOUSLY to accept the organization committee recommendation and recommend to the City Commission to appoint Chris Bandy and Don Ryde to fill the two open four year terms and appoint Jodie Adams to remain on the board and finish out Jim Jenson’s term which expires in January 2017.

Local Façade Grant
Program

No action required.

Bonus for Becky Harris
MOTION

Adams moved Berry-Williams second PASSED UNANIMOUSLY to accept the organization committee recommendation to approve a \$1,000 bonus for Becky Harris.
The initial bonus amount was \$500, O’Brien would like to increase the bonus to \$1,000. There was discussion about increasing the bonus to \$1,000 and whether there was money available in the budget.

Event Financial
Summary

Meeder went over the financial summary. There was discussion about sponsorships for Stroll the Streets.

Part-time Assistant for
Main Street

Van Dam moved Cortright second to add a part-time assistant for the Main Street program **and Van Dam moved Cortright second** to pull the motion.
There was discussion on making sure there was money budgeted for the assistant prior to approval, including how many hours would be needed. There was a

consensus to move forward with adding a part-time assistant and include in next year's budget. The board agreed that if necessary, the budget could be amended in this fiscal year to accommodate a new hire.

2016 Meeting Schedule

Cain moved Cortright second PASSED UNANIMOUSLY to adopt the proposed board and committee meeting schedule for 2016.

Van Dam discussed the possibility of changing the meeting time for the future.

**ADJOURNMENT
MOTION**

O'Brien adjourned the December 3, 2015 meeting of the Boyne City Main Street Board at 10:06 a.m.

Lisa Schrock, Recording Secretary

DRAFT



Approved:

**MEETING OF
DECEMBER 3, 2015**

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY
PARKS AND RECREATION COMMISSION MEETING HELD AT
6:00 P.M. AT CITY HALL ON THURSDAY, DECEMBER 3, 2015.**

CALL TO ORDER

Meeting was called to order by Chair Sheean at 6:00 p.m.

ROLL CALL

Present: Mike Sheean, Heath Meeder, Darryl Parish, Marie Sheets and Gail VanHorn

Absent: Jo Bowman, Jerry Swift and Patrick Patoka

**MEETING
ATTENDANCE**

City Staff: Streets/Parks & Recreation Superintendent Andy Kovolski and Recording Secretary Barb Brooks

Public Present: One

****MOTION**

Meeder moved, Sheets seconded, PASSED UNANIMOUSLY a motion to excuse the absences of Patoka, Bowman and Swift

**APPROVAL OF
MINUTES **MOTION**

Parish moved, Meeder seconded, PASSED UNANIMOUSLY, a motion approving the October 1, 2015 meeting minutes as presented.

**CITIZENS COMMENTS
(on non-agenda items)**

None

DIRECTOR'S REPORT

Kovolski reported the City is has advertised for seasonal employees to work at the Avalanche warming house. Work on the tennis courts was not able to take place this year but is slated for spring of 2016. The new DPW facility has been completed and staff is working on moving equipment there.

CORRESPONDENCE

None

**REPORTS OF
OFFICERS, BOARDS
AND STANDING
COMMITTEES**

Park Inspection Reports -

- Sheets reported that litter was gathered up at Riverside Park and hoped City staff would pick it up. VanHorn expressed concern again regarding the dying willow tree in Veterans Park. The large branch that came down from the wind could have fallen on someone. Kovolski stated that his direction is to leave the trees alone. VanHorn reiterated that she believes they are dangerous. Meeder reported the trails at Avalanche were free of downed trees at this time. Chair Sheean shared that there were rumblings that the dog park was not getting enough maintenance attention but it seems to have gotten better.
- **Disc Golf Update** - Club member Forrest Omland indicated the

course is still being played quite a bit due to the mild weather and the course is in great shape. The trial concrete tee box was not installed this fall; however, they did install a temporary tee pad using carpet. So far it seems to be holding up and is working well.

- **Trail(s) Update** (Board Chair Sheean) –Boyne Valley Trail Committee members are continuing to work with MDOT regarding overall plan and funding.

UNFINISHED BUSINESS

Veterans Park Play Structure Update

The City has been discussing the situation with the area Health Department. At this time the plan is to remove and replace the woodchips, reseal the entire structure and test again. There was also a suggestion of adding hand sanitizing stations. Two thirds of the woodchips have been removed by volunteers. The City had requested some assistance from the Charlevoix County Corrections Dept. (jail) but doesn't look like it's going to work. The City might have to hire someone to complete the work.

Riverside Park

Parish reported that he researched native plantings and trees that could be incorporated in the area to attract more birds. He also has been in contact with Nancy Cunningham and the Friends of the Boyne River support the concept of enhancing the area and promoting it as a birding destination. Kovolski stated he has not had time to look at the budget or work on costs of adding some amenities. This can be discussed in further detail during budget time.

Board Member Term Expiration/Recruitment **MOTION

Parish expressed interest in continuing to serve on the board. VanHorn stated she has enjoyed her time serving but is ready to step down. The board members thanked her for her time and leadership. **VanHorn moved, Sheets seconded, PASSED UNANIMOUSLY** to recommend Darryl Parish to serve on the Parks and Recreation Commission for a four year term, expiring December 2019.

NEW BUSINESS

Distribution of the Avalanche Trail Management Plan and Inventory

The draft Avalanche Preserve Resource Inventory and Management Plan was introduced and distributed at the meeting. The board was asked to review the document for further discussion at the January meeting.

2016 Meeting Schedule Adoption

The agenda packet included a 2016 calendar with dates circled based on the board's current meeting schedule. The general consensus of the board was to continue with meetings on the first Thursday of the month. Specific discussion was regarding the month of July as it seems to be the busiest with events and the 4th of July holiday. The board opted to not schedule a meeting in July and will call a special meeting if one is necessary. There was also a request to postpone the March meeting to

the second Thursday (March 10) to accommodate those who vacation south during the winter and won't be back until mid-March. **Meeder moved, VanHorn seconded PASSED UNANIMOUSLY** to continue with regular meetings on the first Thursday of each month at 6 p.m. with the exception of March, postponing to the 10th, and no meeting in July.

Master Planning and Zoning Presentation

Board member Marie Sheets gave a presentation to the board sharing what she had learned from a class she took regarding Community Planning. She discussed the importance of Master Plans and Zoning and how it relates to Parks and Recreation.

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, January 7, 2016 at 6 pm at City Hall.

NEXT MEETING

The December 3, 2015 meeting of the Parks and Recreation Board adjourned at 6:57 p.m.

ADJOURNMENT

Barb Brooks, Recording Secretary



Approved: _____

**Meeting of
December 16, 2015**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD SPECIAL MEETING
HELD ON WEDNESDAY DECEMBER 16, 2015 AT 1:30 P.M. CITY HALL, 319
NORTH LAKE STREET

Call to Order

Chair O'Brien called the meeting to order at 1:30 p.m.

Roll Call

Present: Rob Swartz, Michael Cain, Robin Berry-Williams, Ben
Van Dam, Pat O'Brien, and Jodie Adams

**Meeting
Attendance**

Absent: Larry Lenhart, Michelle Cortright and Jim Jensen

City Staff: Main Street Director Lori Meeder, Assistant Planning/Zoning
Administrator Patrick Kilkenny and Recording Secretary Lisa Schrock

Public: None

**Citizens
Comments**

None

Correspondence

None

Manager's Report

None

**Unfinished Business
Dilworth
Reimbursement
Agreement Approval
MOTION**

Adams moved Swartz second **PASSED UNANIMOUSLY** to approve the
Dilworth Reimbursement Agreement as presented.

**ADJOURNMENT
MOTION**

O'Brien adjourned the December 16, 2015 meeting of the Boyne City Main Street
Board at 1:41 p.m.

Lisa Schrock, Recording Secretary

Approved: _____

**Meeting of
December 21, 2015**

Record of the proceedings of the Boyne City Planning Commission regular meeting held at Boyne City Hall, 319 North Lake Street, on Monday, December 21, 2015 at 5:00 pm.

Call to Order

Chair MacKenzie called the meeting to order at 5:00 p.m.

Roll Call

Present: Ken Allen, Jason Biskner, Chris Frasz, Jane MacKenzie, Tom Neidhamer, Aaron Place (arrived at 5:02 pm) and Joe St. Dennis
Absent: George Ellwanger and Jim Kozlowski

Excused Absence(s)

****MOTION**

2015-12-21-02

Neidhamer moved, St. Dennis seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of George Ellwanger

Meeting Attendance

City Officials/Staff: Planning and Zoning Administrator Scott McPherson and Recording Secretary Pat Haver
Public Present: 1

Consent Agenda

****MOTION**

2015-12-21-03

St. Dennis moved, Place seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda; approval of the Planning Commission minutes from October 22, 2015 as corrected.

**Citizen comments on
Non-Agenda Items**

None

**Reports of Officers, Boards
and Standing Committees**

The board reviewed the newly created Avalanche Management Plan (received and filed); found it to be a very useful and beneficial tool and were surprised with the variety of growth in the park.

Unfinished Business

None

New Business

**Recommendation on
Planning Commission
appointment for Lynn
Murray**

****MOTION**

Planning Director McPherson requested item 7C moved up on the agenda. An application for the Planning Commission was received by Lynn Murray. At this point it is not clear if Tom Neidhamer will need to step down from the board because of his election as Mayor and the possible perception of impropriety. He is willing to remain on the board or stay as long as it may take to find a replacement whether it be another City Commissioner or an outside applicant. The board felt that having a City Commissioner sitting on this commission very useful and would like to see that remain. After board discussion, **motion by Place, seconded by Allen, PASSED UNANIMOUSLY** to recommend that Mayor Neidhamer maintain his seat on the Planning Commission or have another City Commissioner take his place to fill this position.

Applicant Lynn Murray spoke to the Commission about his background, and his desire to serve on the Planning Commission. He currently sits on the Zoning Board of Appeals and does not feel that it would be a conflict. Director McPherson reviewed with the board the history of cross memberships and the benefits of having a member of the ZBA on the Planning Commission, the change in state statues and what would need to happen if a Planning Commission decision were requested to be reviewed by the ZBA; Murray would need to abstain from voting on

****MOTION**

Review proposed ordinance amendment to Article I General Provision and definitions to implement ZBA interpretation of Building Height

****MOTION**

that particular item. If an applicant were found, there is a Planning Commission member that has expressed an interest in stepping down from the board. After board discussion, **motion by Frasz, seconded by St. Dennis, PASSED UNANIMOUSLY**, to recommend to the City Commission to accept/appoint Lynn Murray for the next available vacancy on the Planning Commission. This board did not have any concerns with cross membership to the Zoning Board of Appeals.

The commission reviewed the proposed amendment with a **motion by Place, seconded by Allen, PASSED UNANIMOUSLY**, to have staff call for a public hearing at the January meeting to advertise the proposed building height language amendment of 2002 as interpreted by the Zoning Board of Appeals.

Review Boyne on the Water Zoning Recommendations

Planning Director McPherson reviewed the Boyne on the Water zoning recommendation draft that was included in the agenda packet with the drawings available on the city's website. There were a couple of items recommended by the study for Planning & Zoning such as adopt a complete streets plan, incorporate LEED - ND qualifications into local ordinances, assess and maintain parking needs and encourage year round activities on the waterfront. Some of these items are already being done and staff asked the board to review the document and bring back any comments or suggestions to the January meeting. One overwhelming comment was to page number the document for ease in referencing items and to have the City Commission review the part of the plan in dealing with their parking recommendations versus what our current parking standards are.

Adoption of the 2016 meeting calendar

****MOTION**

Included in the agenda packet is the 2016 meeting calendar for your review and consideration. **Motion by MacKenzie, seconded by St. Dennis, PASSED UNANIMOUSLY**, to adopt the 2016 calendar as presented, meetings to be held the 3rd Monday of each month at 5:00 pm.

Staff Report

-
- The RRC certification event was held on December 7th with many dignitaries in attendance. The city is the 5th community in the State to achieve this award.
 - The city facilities are continuing to move forward. The construction plans are about 70% complete and the city looks to put it out to bid in late January or early February. The final plans will come to the Planning Commission for review and input. The board looked over the plans in relationship to parking, public & staff entrances, rain garden placement and the connections to Veteran Park uses and emergency services only vehicle parking.
 - The city has signed a lease with Honeywell for the use of one of their vacant buildings for short term housing during construction. There is a large enough room for all city meetings, elections and events to be held.

Good of the Order

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, January 18, 2016 at 5:00 pm in the Auditorium.

Adjournment

****MOTION**

2015-12-21-10

St. Dennis moved, Place seconded, PASSED UNANIMOUSLY a motion to adjourn the December 21, 2015 meeting at 6:32 p.m.

Chair Jane MacKenzie

Pat Haver, Recording Secretary

BOYNE CITY HISTORICAL COMMISSION

Minutes of December 21, 2015

7:00 p.m.

Boyne City Hall

CALL TO ORDER: 7:02 pm

PRESENT: Hewitt, Sansom, Kelts.

ABSENT: Kuhn

GUEST: Lori Meeder, Michelle & Rod Cortright, Kecia Freed & Elaine Dettman.

APPROVAL OF MINUTES: Motion to accept minutes of the June 08, 2015 meeting: Sansom approved, Kelts 2nd, all ayes.

OLD BUSINESS:

- A. Discussion of LaFrance Fire Truck 100th Anniversary celebration. Suggested dates for celebration 4th of July and Boyne Thunder event. Include promotional items such as match box toys, suggested by Michelle Cortright and t-shirts.

NEW BUSINESS:

- A. Clock tower presentation to be given by Kecia Freed at the annual Chamber Dinner on January 21, 2016.
- B. Promote museum as a topic of discussion at the goal setting session on January 14, 2016.
- C. Meeting dates for 2016, motion by Kelts, 2nd by Hewitt to keep dates, March, June, September and December third Monday of month at 7:00 pm., all ayes
- D. Moved by Sansom, 2nd by Kelts to add special meeting for January 27, 2016 at 7:00 pm for purpose of update on packing and moving museum items meeting to include possible LaFrance committee members, all ayes.
- E. Historical Board to submit a recommendation to the city commission at their next meeting on January 12, 2016 for funding needed to pay for the professional packing and moving of all museum items and artifacts. Moved by Kelts, 2nd by Sansom, all ayes.

HEARING CITIZENS COMMENTS:

Kecia Freed reported she received quote from professional moving company for \$35,000 for packing and moving the museum.

COMMUNICATIONS:

None

NEXT MEETING:

Special Meeting January 27, 2016 at 7:00 pm at city hall. The next regular schedule meeting will be March 21, 2016 at 7:00 pm. Location to be determined.

ADJOURNMENT:

Kelts motioned to adjourn at 9:01 pm, 2nd by Hewitt; all ayes.



Date: January 12, 2016

To: Michael Cain, City Manager and City Commissioners 

From: Lori Meeder, Main Street Executive Director 

RE: Redevelopment Liquor License for Stiggs Brewing Company

Background

Stiggs Brewing Company, a Michigan corporation will operate a micro brewery at 112 S. Park Street, slated to open in the spring of 2016. They have asked the City of Boyne City to consider allowing them to purchase a redevelopment on-premise Class C liquor license for the new restaurant and brewery. Pursuant to Public Act 501 of 2006 issued under the MCL 436.1521a (1) (b), the Michigan Liquor Control Commission (MLCC) may issue new public on-premise redevelopment liquor licenses through local units of government. The City of Boyne City can recommend issuance of new liquor licenses for dining, entertainment or recreation businesses located within the downtown development district, as defined in the Act.

Under this Act, applicants operating within the DDA must:

- Be engaged in dining, entertainment or recreation and open to the general public.
- Have a seating capacity of at least 25 people.
- Be open a minimum of 10 hours a day, 5 days a week.
- Demonstrate to the satisfaction of the Michigan Liquor Control Commission that they attempted to purchase an available on-premise escrowed license or quota license within the county, and that one was not readily available as defined in the Act.
- Have spent at least \$75,000 for the rehabilitation or restoration of the building where the license will be housed over the preceding five years or demonstrate that there will be a capital investment of at least \$75,000 that will be spent prior to the issuance of the license.
- Provide a certification from the Assessor and the City Clerk that the total amount of public and private investment in real and personal property in the DDA was at least \$200,000 in the preceding five year period. The MLCC may issue one license for each \$200,000 of investment.
- Provide a resolution from the local unit of government recommending the application be considered by the MLCC

Licenses may be issued only to businesses within the Boyne City Downtown Development Authority. The MLCC will not transfer a license issued under this Act to another location. If the licensee goes out of business, the licensee shall surrender the license to the MLCC. The local unit of government may approve another applicant within the district to replace a licensee who has surrendered the license to the MLCC.

An application for a license under Section 436.1521a(1)(b) will not be authorized for investigation until the Liquor Control Commission receives the following documentation from the City of Boyne City:

1. A resolution from the city commission establishing the Downtown Development Authority identifying the statutory provision under which the Downtown Development Authority was established.
2. A resolution which approves and recommends Stiggs Brewing Company as an applicant for the new Class C liquor license under Section 436.1521a(1)(b). **(A draft is attached)**
3. A map which clearly reflects and outlines where the Downtown Development Authority District is located within the local unit of government.
4. An affidavit from the assessor as certified by the city clerk which states the total amount of public and private investment in real and personal property within the Downtown Development Authority over the preceding 5-year time period, an amount that exceeds the \$200,000 minimum required by Public Act 501 of 2006, Section 436.1521a(1)(b). **(A draft is attached)**

There is no cost to the city. All expenses for the license are the responsibility of the Applicant. The cost of the license is \$20,000.

At its January 7 board meeting the Main Street Board approved a recommendation to city commission for consideration of the application for the re-development liquor license.

Recommendation

That the city commission approve a resolution recommending the application for a redevelopment on-premise Class C license for Stiggs Brewing Company to be located at 112 South Park Street, Boyne City, MI pursuant to Public Act 501 of 2006 and issued under MCL 436.1521 a(1)(b).



Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ City of Boyne City City Commission _____ council/board
(regular or special) (township, city, village)
called to order by _____ Tom Neihamer _____ on _____ January 12, 2016 _____ at _____ 7 p.m. _____
the following resolution was offered: (date) (time)

Moved by _____ and supported by _____

that the application from _____ Stiggs Brewing Company _____
(name of applicant)

for the following license(s): _____ On-premise Class C Liquor License pursuant to PA 501 of 2006, issued under MCL 436.1521a(1)(b) _____
(list specific licenses requested)

to be located at: _____ 112 S. Park Street, Boyne City MI 49712 _____

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ recommends _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ City of Boyne City _____
council/board at a _____ regular _____ meeting held on _____ January 12, 2016 _____ (township, city, village)
(regular or special) (date)

Cindy Grice

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

MEMORANDUM

TO: MICHAEL CAIN; CITY MANAGER 

FROM: ANDREW KOVOLSKI; PUBLIC WORKS SUPERINTENDENT 

DATE: 1/8/16

RE: MPARKS PROPOSAL

Attached to this Memorandum please find an information sheet from MPARKS (formerly the Michigan Recreation and Parks Association) regarding a grant opportunity to help them with a pilot program that would promote more physical activity in the younger (under 8) and older adult and senior age groups. Ann Conklin from MPARKS presented this information to staff in a meeting on January 5th. There are no matching funds required for this grant. After discussion staff recommended this item be presented to the Parks and Recreation Commission at their meeting on January 7th for their review and input.

At their meeting of January 7th the Parks and Recreation commission reviewed this material and agreed with staff that this grant opportunity is worth applying for. Attached to this memo please find a copy of the motion from the Parks and Recreation Commission expressing their recommendation to proceed with this grant opportunity

RECOMMENDATION:

It is the recommendation the Parks and Recreation commission and City Staff that the City Commission approve applying for a Building Healthy Communities Grant from MPARKS and authorize the City Manager and the Clerk/Treasurer to sign the required documents.

OPTIONS:

1. That this matter be postponed for further information or consideration
2. That this matter be approved subject to some revision
3. Any other option as determined by the City Commission



Building Health Communities – Getting to the Heart of the Matter **A Grant funded by the Michigan Department of Health and Human Services**

Program Synopsis

The Building Health Communities program will implement and evaluate evidence-based interventions to increase access to physical activity opportunities via parks as part of the new MDHHS DCDIC initiative “Getting to the Heart of the Matter in Michigan.” The program aligns with national strategies, the Michigan 4 x 4 Health and Wellness Initiative, and also includes recommendations of The Guide to Community Preventive Services and objectives of Healthy People 2020 as outlined below:

- Create social and physical environments that promote good health;
- Promote quality of life, healthy development, and healthy behaviors across the life span;
- Achieve health equity and the elimination of health disparities.

The overall goal is to increase the number of policies and environmental changes paired with information outreach in parks and to create safe, appealing places for physical activity.

mParks will work with ten communities, five from Washtenaw County and five from Antrim, Charlevoix, Emmet, and Otsego Counties to :

- Review GIS maps of green spaces in the region and collect data from the County Health Assessments/BFRRS data regarding obesity, physical activity demographic data, data pertaining to people living ½ mile radius from parks and other pertinent data. mParks staff will complete research as part of the grant funding.
- Work with selected communities to implement the Arthritis Foundation’s “*Walking with Ease*” program for adults and seniors; and mParks “*Come Out and Play*” curriculum for youth. All costs, including staffing, for implementation of the programs are included in the grant funding. There is some funding available for each community to purchase enhancements items to make parks more accessible and desirable for users.
- Provide tools and resources for communities interested in implementing tobacco free policies.
- Connect with Federally Qualified Health Centers and other health systems and providers in each region to introduce the programs and parks.
- Collect, analyze and summarize pre and post testing and data from program participants. mParks will provide all resources for the evaluation process.

Andy Kovolski

From: Barb Brooks
Sent: Friday, January 8, 2016 11:14 AM
To: Andy Kovolski
Subject: Parks & Rec MParks motion

Bowman moved, Sheets seconded, PASSED UNANIMOUSLY to recommend accepting the proposal from the Michigan Recreation and Parks Association (aka M Parks) to sign up as one of the five communities selected in the northern Michigan region for their "Building Health Communities" PILOT program.

Barb Brooks
Executive Assistant / Harbormaster
City of Boyne City
231.582.0336
231.582.6506 fax



To: City Commission and Michael Cain, City Manager 

From: Lori Meeder, Boyne City Main Street 

Date: January 12, 2016

Subject: Walkabout Sculpture Tour – Michigan Council for the Arts and Cultural Affairs Grant Application and Other Grant Opportunities

Overview

The Walkabout Sculpture Show is a year-long outdoor exhibit that showcases sculptures created by Michigan artists. The pieces, installed in June 2015, are placed throughout our downtown district and public parks for citizens and visitors to interact with and enjoy. Art in public spaces creates a unique sense of place while supporting and showcasing Michigan artists. Bringing art to the outdoors for all to experience and appreciate is important to our mission. The sculptures include a variety of mediums including scrap metal, steel, metal, stoneware clay, bronze, iron and granite. All works of art will remain on display for one year with new works to be installed in June 2016. The goal within the next 4 years is to grow the Exhibit to 10-12 pieces each year. The pieces are all available for sale to the public. One piece that was installed in June 2015 will be sold and delivered to the buyer in June 2016. Main Street receives a 10% commission on all sales.

We have created many avenues to engage and encourage the public to enjoy and be involved in the show. There is a People's choice award that will be presented at the end of each year at the annual gala. A printed brochure (<http://boynecitymainstreet.com/wp-content/uploads/2015/06/Brochure-BallotWeb.pdf>) that includes pictures and information on each piece, the artist's name and place of business, a map showing the locations for a self-guided tour, and a ballot for voting. There is also a website where votes can be cast online (<http://boynecitymainstreet.com/visitor-pad/a-and-e/walkabout-sculpture-show/>). We have done two photo contests and received over 30 beautiful photos and great exposure with the local media.

Request

Fundraising for 2016 event is now taking place. We are preparing a mini grant application for \$3,000 to help with the costs of this year's event. We pay the artists a stipend for travel and installation expenses each year, we produce a printed brochure and ballot, have a gala reception, an artists' luncheon, plaques and bases. In addition to the above grant opportunity, the Main Street Design committee is requesting permission to apply for various grants that may

present themselves throughout the project that may closely fulfill the mission of the foundation or fund. Including but not limited to those that: are rural initiatives, encourage community collaboration, encourage public art experiences, enhance public spaces, education, and history. Grants may range from \$1,000 to \$25,000 to accomplish our goal.

Recommendation

Approve the request of the Main Street Design Committee to submit a grant application to Michigan Council for the Arts and Cultural Affairs (and allow us to apply for other grant opportunities that may present themselves that would fit the mission of our project and funder) on behalf of the City and authorize the City Manager to sign the necessary documents.

*CITY OF BOYNE CITY**MEMO*

To: Michael Cain, City Manager 

From: Barb Brooks, Executive Assistant 

Date: January 8, 2016

Subject: Leadership Charlevoix County (LCC) - Community Service Project

The 2016 Leadership Charlevoix County class has chosen to partner with Char-Em United Way for their community service project. The class has disseminated into three groups to install "Born Learning Trails" in Boyne City, Charlevoix and East Jordan. Attached please find a statement of support and background the concept of "Born Learning" from Char-Em United Way Executive Director Lorraine Manary.

The LCC group presented their proposal to install a Born Learning Trail at Rotary Park to the Parks and Recreation Board on Thursday, January 7, 2016 and they fully supported the project as presented.

At the Commission meeting, members of the Leadership Charlevoix County Boyne City sub-group (including myself) will present additional information regarding the Born Learning Trail, including the proposed location and answer any questions the board may have.

Recommendation: to approve the concept proposal for the Born Learning Trail and allow the Leadership Charlevoix County group to move forward the project proposal and work with City staff on the design and implementation details.

Other options for consideration:

- Postpone for more information
- Consider a different location
- Do not allow the concept in any City park



Char-Em United Way

2350 Mitchell Park Dr., #8
P. O. Box 1701
Petoskey, Michigan 49770

Phone: 231.487.1006
Fax: 231.487.0795
Email: info@charemunitedway.org
www.charemunitedway.org

Statement of Support - Leadership Charlevoix County

On Behalf of the Board of Directors and Staff at Char-Em United Way I'd like to express our full support and pleasure with the decision of Leadership Charlevoix County class of 2015/16 in bringing Born Learning Trails to the communities of Charlevoix County.

Learning begins at birth. Each moment of a child's first few years are spent absorbing the world around them. Children are eager to connect with the adults in their lives and it is through these relationships that children gain the confidence and the security they need to learn. Everyday life is a learning experience for children. Born Learning trails provide a public engagement tool that helps parents, grandparents and caregivers explore ways to turn everyday moments into fun learning opportunities. It's the simple things that make a difference in building a young child's foundation for future success. It's not flash cards or expensive educational toys – it's making your grocery trip into a treasure hunt for colors and shapes. Turning laundry sorting into a silly song about body parts. Or on your next walk, interacting with the suggestions on the Born Learning Trail and transferring those activities to everyday life.

The science of early education is clear and Char-Em United Way is focused on providing children the learning and literacy opportunities they need for future success. Whether it is assuring a roof over a child's head, heat to warm them on cold nights, a full belly or more formal experiences like the love of reading or a quality preschool, children are the focus of what we do; they are our collective future. We know we can't do it alone and partner with most local agencies you are familiar with; and now we are very happy to partner with Leadership Charlevoix County.

Research shows early brain growth and development as predictors of future success, it is easy to see why having a Born Learning Trail in each community is important. Please offer your support to this great team as well. Let's make Born Learning trails a reality for our community.

Lorraine Manary, Executive Director
Char-Em United Way

CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Mark Fowler, W/WW Superintendent 
Date: 1/7/2016
Subject: Removal of Aspen Trees

Discussion

I would like to propose that the Aspen trees around the perimeter fence at the wastewater plant be cut back approximately 100 ft. from the fence. The Aspens are about 80 to 100 ft. tall and reaching the end of their life span. Every time we have a wind storm another tree comes down on the perimeter fence. We have had Harbor fence here three times this past summer to repair sections of the fence. I contacted three companies to get quotes, and only one provided a quote. Of the other two companies one (Beishlag Logging) did not want to bid and I never heard back from the other one (Fahl logging).

The price quote from Crandall logging is \$3500.00. That is to cut down the trees and remove them from the site.

Recommendation

I recommend that the City Commission authorize the City Manager to sign the proposal from Crandall logging to remove the trees.

Options:

- 1) Deny the request
- 2) Postpone for further consideration
- 3) Choose the proposal from Crandall logging
- 4) Other options as determined by the City Commission



City of Boyne City

MEMO

Date: January 8, 2016
 To: Mayor Neidhamer and the Boyne City City Commission
 From: Michael Cain, City Manager *[Signature]*
 Subject: Non Union Employee Vacation Schedule

The general vacation schedule for non-union full time City employees is covered by section 5.17 of the City's personnel policy. Over the years in hiring management level employees the City has deviated from this schedule, always with the prior formal approval of the City Commission. This was necessary to be competitive in our ability to hire qualified and quality employees who, while new to the City team, had developed their careers elsewhere before coming to work for us.

Over the years this has created some discrepancies among our non-union employees. The existing schedule in 5.17 is also deficient in that it provides less time off for our non-union employees than for unionized employees who have over 16 years of service. Our AFSCME employees vacation schedule currently has them earning 21 days off with 16 years of service and then with additional day earned every following even seniority year (18, 20, etc.) up to 25 day on their 24th year. Our Police officers agreement takes them to a maximum of 23 days after 20 years of service.

To rectify this I would propose the following changes to section 5.17 of the City's personnel policy:

1. Since we have no dispatchers that that portion of the table be deleted.
2. That the table be revised to read:

16 years	21 days
18 years	22 days
20 years	23 days
22 years	24 days
24 years	25 days
3. That the vacation schedule of all current Department Heads be increased to four weeks as of their most recent anniversary once they had three years of service or based on the revised table in 2 above, whichever is greater.
4. All other non-union employees would be eligible for time under the revised vacation table on their next anniversary.

These changes provide better consistency between Department Heads and between high seniority City Employees.

Recommendation: That the City Commission authorize the changes to section 5.17 of the City's personnel policy as proposed.

Options:

- a) Postpone action on this matter for further information or consideration.
- b) Modify the request
- c) Deny the request.
- d) Other option as determined by the City Commission.

CITY OF BOYNE CITY - PERSONNEL POLICIES

<u>Sick Leave Days Taken</u>	<u>Personal Days Earned</u>
0-3 days	3 days
4-6 days	2 days
7-12 days	0 days

All paid sick leave must meet with the approval of the City Manager, who may, prior to granting such approval, require presentation of a medical certificate, or in lieu thereof, a signed written statement from the employee setting forth the reasons for the sick leave. Falsification of such statement shall be cause for dismissal. Time not approved by the City Manager for paid sick leave shall be unpaid to the employee.

5.17 VACATION LEAVE: All regular full-time employees are eligible for vacation leave benefits as follows:

<u>Years of Service</u>	<u>Vacation Days Earned</u>	<u>Dispatchers</u> (work on 8 day cycle)
1 year	5 days	5 days 4 hours
2 - 5 years	10 days	11 days
6 years	11 days	12 days
7 years	12 days	13 days
8 years	13 days	14 days
9 years	14 days	15 days
10 years	15 days	16 days
11 years	16 days	17 days
12 years	17 days	18 days
13 years	18 days	19 days
14 years	19 days	20 days
15 years	20 days	21 days
16 years and up	20 days	21 days

All vacation schedules for:

- a) Department Heads must be approved by the City Manager, and
- b) other staff must be approved by their Department Head who will notify the City Manager prior to the vacation.

Any holidays occurring during an employee scheduled vacation period shall not be charged against his vacation time.

Each year a vacation schedule shall be prepared with all vacations scheduled for some time between May first and April thirtieth of the following year, the period corresponding to the City's fiscal year.

CITY OF BOYNE CITY - PERSONNEL POLICIES

Each year a vacation schedule shall be prepared with all vacations scheduled for some time between May first and April thirtieth of the following year, the period corresponding to the City's fiscal year.

If the City Manager shall deem it advisable and beneficial to the interests of the City for any employee, other than those employed in the Public Safety Department, to remain on duty and not take their vacation time off, and, if this arrangement is agreeable to the employee, they may remain on duty and collect vacation pay in addition to regular wages, for the period of this vacation time. Whenever such arrangements are made, the payment for vacation time will be made at the time for which the vacation has been scheduled. In case no schedule has been made, the payment for an untaken vacation will be made at the end of the period in which it is due. Requests for such vacation check must be made to the Payroll Clerk at least seven (7) days prior to the end of the pay period for which it is requested.

- 5.18 WORKER'S COMPENSATION: When personal injury is caused to an employee by accident or occupational disease arising in the course of their employment, such employee may receive compensation in accordance with the State's Workers' Disability Compensation Act. An employee shall report any job related injury or occupational disease to their Department Head as soon as possible, but no longer than twenty-four (24) hours after the accident or injury occurs or the disease is diagnosed. Failure to report a job related accident, injury, or disease may result in a denial of compensation benefits.

Employees are required to promote safe working conditions by reporting any and all potentially dangerous work practices, unsafe work conditions, horseplay, negligence and carelessness to the Department Head.

An employee may supplement workers' compensation disability benefits with earned unused sick leave or vacation such that the combination of worker's compensation shall not exceed the employee's normal after tax earnings.



City of Boyne City

MEMO

Date: January 8, 2016

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager 

Subject: Museum Moving Recommendation

Attached for your review and consideration is a recommendation from the Historical Commission regarding the packing, moving and storage of the artifacts from the Museum until the new facility is done. This appears to be to be a work in progress. Over the past few weeks Commissioner Sansom, coordinating with Michelle Hewitt of our staff, has been carefully logging and packing museum artifacts for the upcoming move. Research is also being done on possible locations and ways to move the materials. Much of that information is referenced in the attached memo.

Until the bids for the facilities construction are known I am hesitant about committing any funds for any non-critical components of the project. While it is important that all the museum artifacts are moved and stored safely I believe there are multiple options before us and with the work Laura is doing we will be in a position to deal with them quickly and with better information after the project bids are in.

No specific money has been budgeted for this or most, elements of the move.

Recommendation: Review the recommendation and information presented, provide staff any interim direction while postponing the matter for final consideration after the project bids are received.

Options:

- a) Modify the recommendation or request
- b) Deny the recommendation or request.
- c) Other option as determined by the City Commission.

INTEROFFICE MEMORANDUM

TO: MICHAEL CAIN-CITY MANAGER *Mc*
FROM: MICHELE HEWITT-HISTORICAL BOARD CHAIR *MH*
SUBJECT: MUSEUM PACKING & MOVING
DATE: 1/8/2016

After discussion at our December 21, 2015 Historical Commission meeting the board voted to recommend funding needed to pay for professional packing and moving of all museum items and artifacts. Moved by Kelts, 2nd. By Sansom, all ayes.

	<u>Moving & Packing</u>	<u>Storage</u>
Smith Leasing 53' enclosed trailer		\$140.00
Bayside Moving & Storage	\$8,630.65	
Professional Movers	\$20,444.00 \$10,485.00 (travel expenses)	
Boyne District Library Red Building		Heating cost only



Date: January 12, 2016

To: Mayor Neidhamer and City Commissioners 

From: Lori Meeder, Main Street Director 

RE: Ann Arbor To Traverse City Rail Plan

OVERVIEW

Re-establishing passenger rail service between two of Michigan's most vibrant cities—Ann Arbor and Traverse City—will link fast-growing destinations in the northwest and the economic and population centers in the southeast. This initiative will solidify Michigan as a leader in a new era of modern train travel while boosting economic development along the corridor. A 2009 Grand Valley State University study found that Michigan cities with once-a-day train service boosted their downtown economies by up to \$45 million each year.

The Ann Arbor to Petoskey and Traverse City corridor represents an opportunity to use an existing railroad asset to provide additional transportation options for Michigan travelers—including many of the 2 million annual visitors to northern Michigan. After a series of public forums around the state, Michigan residents identified Traverse City as the No. 1 destination for train travel. In addition, the state included this project as a long-term priority in its 2011 State Rail Plan. This Rail Plan will also include a sub route to Petoskey, through Boyne Falls.

Groundwork is working with citizens and public officials to build local and legislative support for a 2016 passenger rail feasibility study to determine what resources are needed to bring back the rail connection between Traverse City and Ann Arbor. Groundwork believes that bringing passenger rail service back to northern Michigan is possible in less than a decade with a focused campaign of public engagement, technical analysis, and adequate support from a cross section of community, state, and federal agencies.

The first step is a preliminary feasibility analysis that could answer questions about the existing railroad corridor, track conditions, potential costs, economic impact, ridership, and more. Groundwork will be applying for a grant to fund this study and is requesting

letters of support from local organizations that would benefit – directly or indirectly - from this initiative. The City of Petoskey has provided a letter of support, with other municipalities considering similar support.

At its January 7 board meeting, the Boyne City Main Street board approved providing a letter of support.

RECOMMENDATION

That the City Commission of the City of Boyne City consider providing a letter of support to the Bay Area Transportation Authority and the Groundwork Center for Resilient Community's Service Delivery and New Technology for a grant application for the northern Michigan passenger rail study and allow Groundwork to list the City of Boyne City as a supporter on the project website.



December 18, 2015

Lori Meeder
Executive Director
Boyne City Main Street
319 North Lake Street
Boyne City, MI 49712

Dear Lori,

The Groundwork Center for Resilient Communities requests a letter of support for a grant application that would allow the Bay Area Transportation Authority, the Michigan Department of Transportation, Groundwork, and a diverse set of stakeholders to advance a preliminary feasibility analysis on establishing passenger rail between Ann Arbor and northern Michigan.

The Ann Arbor to Petoskey and Traverse City corridor presents an opportunity to use an existing railroad asset to provide additional transportation options for Michigan travelers—including many of the 2 million annual visitors to northern Michigan. After a series of public forums around the state, Michigan residents identified Traverse City as the No. 1 destination for train travel. In addition, the state included this project as a long-term priority in its 2011 State Rail Plan.

The preliminary feasibility analysis would begin to answer questions about the existing railroad corridor: track conditions, potential costs, economic impact, ridership, and more. The study will cost approximately \$120,000.

Project partners expect to cover 80 percent of the funding with a federal Service Delivery and New Technology program grant. We are asking local communities along the corridor for letters of support and to share the cost of the remaining 20 percent as a local match.

The Groundwork Center for Resilient Communities requests the following from the Boyne City Main Street program:

- 1) A letter or resolution of support for the grant application;
- 2) And, permission to list Boyne City Main Street on the project web site as a supporter.

Thank you for your consideration and your interest in this project.

Sincerely,

A handwritten signature in black ink that reads "James Bruckbauer". The signature is written in a cursive, flowing style.

Jim Bruckbauer

A2TC RAIL CONNECTING TC TO ANN ARBOR



CONNECTING NORTH AND SOUTH

Re-establishing passenger rail service between two of Michigan's most vibrant cities—Ann Arbor and Traverse City—will link fast-growing destinations in the northwest and the economic and population centers in the southeast. This initiative will solidify Michigan as a leader in a new era of modern train travel while boosting economic development along the corridor. In fact, a 2009 Grand Valley State University study found that Michigan cities with once-a-day train service boosted their downtown economies by up to \$45 million each year.

Groundwork believes that bringing passenger rail service back to northern Michigan is possible in less than a decade with a focused campaign of public engagement, technical analysis, and adequate support from a cross section of community, state, and federal agencies.

GAINING STEAM

Groundwork is working with citizens and public officials to build local and legislative support for a 2016 passenger rail feasibility study to determine what resources are needed to bring back the rail connection between Traverse City and Ann Arbor.

Groundwork is finding that citizens, civic leaders, and elected officials all along the line—in cities like Cadillac, Clare, Mt. Pleasant, Alma and Owosso—understand the clear benefits of revived rail travel.

Groundwork is also working closely with the Michigan Department of Transportation to plan demonstration train rides from Ann Arbor to Traverse City beginning in the summer of 2016 to raise awareness about the project, and to better understand track conditions, the safety improvements required, and the interaction between the tracks and the communities along the route.



WHY ANN ARBOR TO TRAVERSE CITY?

- **EXISTING INFRASTRUCTURE:** The tracks are still in place, they're still owned by the state, and they're in good shape. Often the most expensive part of a transportation project is the cost of buying land and laying new tracks.
- **WIDESPREAD SUPPORT:** There's tremendous public support and enthusiasm for trains to Traverse City. The number one priority that came out of a statewide rail planning process in 2011 was a passenger connection to Traverse City.
- **STATEWIDE PRIORITY:** A passenger rail line to northern Michigan was included as a goal in Michigan's State Rail Plan.

A2TC

ANN ARBOR TO TRAVERSE CITY

- Traverse City to Williamsburg
- Petoskey to Ann Arbor
- Ann Arbor to Detroit
- Howell to Ann Arbor
- Detroit to Chicago
- - - Detroit to Holland (Potential)
- Port Huron to Chicago
- Grand Rapids to Chicago
- ○ Location stop



TIMELINE

Phase 1

2016-2018
Pre-feasibility Study

2015

2016
Summer/Fall
Excursion
Trains Begin

Phase 2

2018-2021
NEPA and Engineering Study

2020

2021
Summer
Weekend
Service

Phase 3

2022-2024
Equipment Secured

2025

2025
Regular
Passenger
Service

2020-2023
Final Design and Construction

Date

Sharon Edgar
Michigan Department of Transportation
Office of Passenger Transportation
P.O. Box 30050
Lansing, MI 48909

Dear Sharon Edgar,

The Boyne City Main Street program fully supports the Bay Area Transportation Authority and the Groundwork Center for Resilient Community's Service Delivery and New Technology grant application for a northern Michigan passenger rail study.

The Ann Arbor to Petoskey and Traverse City corridor presents an opportunity to use an existing railroad asset to provide additional transportation options for Michigan travelers—including many of the 2 million annual visitors to northern Michigan. After a series of public forums around the state, Michigan residents identified Traverse City as the No. 1 destination for train travel. In addition, the state included this project as a long-term priority in its 2011 State Rail Plan.

The preliminary feasibility analysis would begin to answer questions about the existing railroad corridor, track conditions, potential costs, economic impact, ridership, and more.

We encourage you to give favorable consideration to the Bay Area Transportation Authority's request. This study is in the best interest of moving our state, our downtowns, and our local economy forward.

Sincerely,



City of Boyne City

MEMO

Date: January 8, 2016

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager 

Subject: City Commission Retreat

Following up on Commissioner Conklin's comments about a Commission Retreat at our December 8th meeting I have talked to Lew Bender who is the primary go to person in this field in Michigan. He is a regular presenter on related issues to public groups all around Michigan. He would be available for a facilitated session with the City Commission on Wednesday, March 9th, until 3:00 p.m. His fees would be \$2,000 plus travel, so about \$2,500. We have not budgeted for You may wish to Google Lew Bender Michigan (or similar variations and see what you find or visit his website by clicking on: <http://www.lewbender.com/> He has also provided several references which I could follow up on if the City Commission wishes I do so. I have personally work with Lew on a number of projects from similar sessions with City Councils to presentations at professional conferences. Personally I think his work is top notch, much like the other consultants we use as a community.

I have also asked my peers across northern Michigan if they had any other recommendations. I recently received two other recommendations which I will check into and report on at Tuesday's meeting, or earlier if I can.

I have also been asked if I think this would be a good use of the City Commission's time or resources. My short answer is yes. I have always thought our City Commission's have functioned fairly well. We have had group trainings in the past and I thought they have help us become even better. Depending on what the Commission as individuals and a group is seeking to accomplish with such a retreat I would be better able to assist in arranging such an event with the proper facilitator. For 99% of what I think you might be looking for I think Lew would do a good job.

Whether we use Lew or not I would recommend a facilitated work session and one consisting just of the Commission, and possibly Cindy and myself. If the goal is to help the City Commission function as effectively as possible and maybe set some group parameters going larger will, in my opinion, dilute that effort. Lew did contact me this week and indicated that others are interested in the March dates he proposed. If we are seek to use him at that time we would probably have to let him know soon or be prepared to schedule a later date.

Recommendation: That the City Commission discuss this matter, along with any additional information staff can provide at the meeting, and provide staff direction on how it wishes to pursue this matter at this time, if at all.

Options:

- a) Postpone this matter for further information or consideration.
- b) Decide to move forward with Lew Bender or some other provider.
- c) Decide not to pursue this matter at this time.
- d) Other option as determined by the City Commission.

January 2016

January 2016							February 2016						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29					
31													

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
				January 1, 2016	2
				City Offices Closed	
				New Years Day	
					3
4	5	6	7	8	9
			8:30am Main Street Board mtg. 6:00pm Parks & Rec		10
11	12	13	14	15	16
12:00pm EDC/LDFA	7:00pm City Commission		6:00pm City Wide Goal Setting		17
18	19	20	21	22	23
Martin Luther King Day (United St 5:00pm Planning Commission					24
25	26	27	28	29	30
	12:00pm City Commission		5:30pm Airport Advisory Board		31

February 2016

February 2016						
S	M	T	W	T	F	S
7	1	2	3	4	5	6
14	8	9	10	11	12	13
21	15	16	17	18	19	20
28	22	23	24	25	26	27
	29					

March 2016						
S	M	T	W	T	F	S
6	7	1	2	3	4	5
13	8	9	10	11	12	19
20	14	15	16	17	18	26
27	21	22	23	24	25	
	28	29	30	31		

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
February 1	2	3	4	5	6
	5:00pm ZBA		8:30am Main Street Board mtg. 6:00pm Parks & Rec		
					7
8	9	10	11	12	13
	7:00pm City Commission				
					14
					Valentine's Day (United States)
15	16	17	18	19	20
President's Day (United States) 5:00pm Planning Commission	Winter Tax Due Date 7:00pm Historic District				
					21
22	23	24	25	26	27
	12:00pm City Commission		5:30pm Airport Advisory Board		
					28
29					