



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.cityofboynecity.com

Phone 231-582-6597
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BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, January 9, 2018 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 12, 2017 City Commission Audit Review meeting minutes as presented
 - B. Approval of the December 12, 2017 City Commission regular meeting minutes as presented
 - C. Approval of the December 15, 2017 City Commission Orientation meeting minutes as presented
 - D. Approval of the December 27, 2017 City Commission special meeting minutes as presented
 - E. Approval to reappoint Rose Rau to the Board of Review for a three year term expiring on January 31, 2021
 - F. Approval to appoint Danielle Swartz, DDS as a trustee to represent the City on the Boyne District Library to serve the remainder of Lucy Hartlove's term expiring April 30, 2019
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
 - A. Correspondence from Charter Communications
6. CITY MANAGER'S REPORT
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
 - A. Draft Minutes of the December 5, 2017 Main Street Board meeting
 - B. Draft Minutes of the December 7, 2017 Parks & Recreation Commission Meeting
 - C. Draft Minutes of the December 18, 2017 Planning Commission Meeting

An Equal Opportunity Provider and Employer

Hometown Feel, Small Town Appeal

8. OLD BUSINESS

A. Zoning Ordinance Amendment

Second Reading and consideration to approve to amend language for Article V Waterfront Residential District (WRD) and Article XX Schedule of Regulations

9. NEW BUSINESS

A. Proposed Statement of Conduct

Review of proposed Statement of Conduct and consideration to adopt the statement if appropriate

B. Budget Schedule Review

C. Joint Board and Commission meeting

Consideration to schedule a special work session on Thursday, February 8, 2018 at 6:00 p.m. in the Commission Chambers to hold our annual Joint Board and Commission meeting with a general topic of housing

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The next regular City Commission meeting is scheduled for Tuesday, January 23, 2018 at noon

12. ADJOURNMENT



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

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

**DECEMBER 12, 2017
AUDIT REVIEW
MEETING**

RECORD OF THE PROCEEDINGS OF THE BOYNE CITY COMMISSION
AUDIT REVIEW MEETING DULY CALLED AND HELD AT BOYNE CITY
HALL, 319 NORTH LAKE STREET, ON TUESDAY DECEMBER 12, 2017

CALL TO ORDER

Mayor Neidhamer called the meeting to order at 5:05 p.m. followed by the Pledge of Allegiance.

Present: Mayor Tom Neidhamer, Mayor Pro-Tem Ron Grunch and Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Cindy Grice and Michael Cain

Others: Joe Verlin with Gabridge & Company

**FYE 2017 AUDIT
REVIEW WORK
SESSION**

Commissioners reviewed and discussed components of the FYE 2017 Financial Report with Joe Verlin.

ADJOURNMENT

Motion by Mayor Neidhamer seconded by Commissioner Solomon to adjourn the Audit Review Work Session City Commission meeting of Tuesday, December 12, 2017 at 6:53 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

**DECEMBER 12, 2017
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 12, 2017

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 Ron Grunch and Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Michael Cain, Cindy Grice, Michele Hewitt, Kelsie King-Duff, Mark Fowler, John Lamont, Andy Kovolski, Kevin Spate, Jeff Gaither and Scott McPherson

Others: There were 11 citizens in attendance including a representative from the Charlevoix County News

**CONSENT AGENDA
MOTION**

2017-12-111
Moved by Conklin
Second by Grunch

Approved of the November 28, 2017 City Commission regular meeting minutes as presented

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

Michele Cortright thanked the Commissioners for all of their hard work and wished everyone a happy Holiday Season. Ashley Cousens reminded everyone about the upcoming Business After Hours.

CORRESPONDENCE

None

**CITY MANAGERS
REPORT**

City Manager Cain reported:

- Last week the Michigan Natural Resources Trust Fund recommended a \$295,000 grant to support the second phase of the Boyne Valley Trail
-

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

Draft Minutes of the November 7, 2017 Main Street Board meeting; the November 7, 2017 Zoning Board of Appeals meeting; the November 09, 2017 Parks & Recreation Commission Meeting; the November 13, 2017 EDC Meeting; the November 13, 2017 Historical Commission Meeting; the November 13, 2017 LDFA Meeting and the November 20, 2017 Planning Commission Meeting were received and filed.

Fat Bike Event Request

Consideration to approve the request of Michael Cortright of Michael's Racing to hold a Fat Bike Race from Stiggs on South Park Street to and thru Avalanche Mountain on Saturday, January 20, 2018 subject to details being worked out with City staff.

The request was presented by Michael Cortright. The event will be a fundraiser for the TOMMBA group. It is hoped that this will become an annual event.

Citizens Comments: Steve VanDam with TOMMBA said he supports this.

Board Discussion: All are in agreement.

MOTION

2017-12-112
 Moved by Grunch
 Second by Page

To approve the request of Michael Cortright of Michael's Racing to hold a Fat Bike Race from Stiggs on South Park Street to and thru Avalanche Mountain on Saturday, January 20, 2018 subject to details being worked out with City staff

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Award Presentation

Joe Verlin of Gabridge & Company presented Mayor Neidhamer and Clerk / Treasurer Grice with the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report for April 30, 2016.

Audit Presentation

Joe Verlin of Gabridge & Company presented the FYE 2017 Annual Financial Report.

SAW Grant Aerial Imagery Bids

Consideration to approve a bid from Ayers Associates for aerial imagery as proposed in the amount of \$23,760 and authorize the City Manager to execute the documents.

Staff Comments: None

Citizens Comments: Chris Christensen asked if Wilson Township could piggy back on this project.

Board Discussion: All are in agreement

MOTION

2017-12-113
 Moved by Conklin
 Second by Solomon

To approve a bid from Ayers Associates for aerial imagery as proposed in the amount of \$23,760 and authorize the City Manager to execute the documents.

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

**Meeting Room Rates
and Regulations**

Consideration to approve the revised City Facility space use fees and policies as amended, including the specifically permitted use of alcohol as presented

Staff Comments: None

Citizens Comments: None.

Board Discussion: Concerns were expressed regarding potential demand, damages and use priorities

MOTION

2017-12-114

Moved by Conklin

Second by Solomon

To approve the building use guidelines but not allow weddings until we have a better policy in place

Ayes: 4

Nays: 1, Commissioner Neidhamer

Absent: 0

Motion carried

Taser CEW Purchase

Consideration to approve the purchase of new Taser CEWs and associated equipment in the amount of \$9,810 using the funds donated by Classic Instruments and authorize the City Manager to execute the documents

Staff Comments: None

Citizens Comments: None.

Board Discussion: All are in agreement. Commissioners expressed gratitude to John McLeod and Classic Instruments for their generosity and support.

MOTION

2017-12-115

Moved by Conklin

Second by Grunch

To approve the purchase of new Taser CEWs and associated equipment in the amount of \$9,810 using the funds donated by Classic Instruments and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

**CLOSED SESSION
MOTION**

2017-12-116

Moved by Neidhamer

Second by Grunch

To approve the request of the City Manager to go into closed session to consider the purchase of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 8:50 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

**RETURN TO OPEN
SESSION
MOTION**

2017-12-117
Moved by Neidhamer
Second by Solomon

To return to Open Session at 9:38 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Good of the Order

None

ADJOURNMENT

Motion by Mayor Neidhamer seconded by Commissioner Conklin to adjourn the Regular City Commission meeting of Tuesday, December 12, 2017 at 9:38 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

DRAFT

**DECEMBER 15, 2017
ORIENTATION
MEETING**

RECORD OF THE PROCEEDINGS OF THE BOYNE CITY COMMISSION
ORIENTATION SESSION DULY CALLED AND HELD AT BOYNE CITY
HALL, 319 NORTH LAKE STREET, ON FRIDAY DECEMBER 15, 2017

CALL TO ORDER

Mayor Neidhamer called the meeting to order at 11:55 a.m.

Present: Mayor Tom Neidhamer, Mayor Pro-Tem Ron Grunch and
Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Cindy Grice and Michael Cain

Others: Caroline Kennedy

ORIENTATION

Commissioners reviewed and discussed rules, procedures and information
with Caroline Kennedy

ADJOURNMENT

Motion by Mayor Neidhamer seconded by Mayor Pro-Tem Grunch to adjourn
the City Commission Orientation meeting of Friday, December 15, 2017 at
4:00 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

**DECEMBER 27, 2017
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 27, 2017

CALL TO ORDER

Mayor Neidhamer called the meeting to order at 8:02 a.m. followed by the Pledge of Allegiance.

Present: Mayor Tom Neidhamer, Mayor Pro-Tem Ron Grunch and Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Michael Cain, Cindy Grice, Andy Kovolski,

Others: None

**CLOSED SESSION
MOTION**

2017-12-118
Moved by Grunch
Second by Page

To approve the request of the City Manager to go into closed session to consider the purchase of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 8:03 a.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

**RETURN TO OPEN
SESSION
MOTION**

2017-12-119
Moved by Neidhamer
Second by Solomon

To return to open session at 8:48 a.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

**PROPERTY
ACQUISITION
MOTION**

2017-12-120
Moved by Neidhamer
Second by Solomon

To authorize the City Manager and staff to purchase 23 acres owned by Timothy Moyer located on Court Street in the amount of \$40,000 plus \$285 in estimated closing costs and authorize phase 1 and 2 of an environmental assessment to be done if necessary

Ayes: 5
Nays: 0
Absent: 0
Motion carried

ADJOURNMENT

Motion by Mayor Neidhamer seconded by Commissioner Conklin to adjourn the Special City Commission meeting of Wednesday, December 27, 2017 at 8:50 a.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

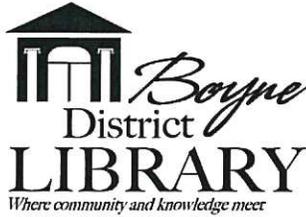
DRAFT

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*
From: Cindy Grice, City Clerk/Treasurer *cg*
Date: January 3, 2018
Subject: Board of Review Member
Appointment



Board of Review member Rose Rau's term expires January 31, 2018. At the December 2017 correction meeting, where Oral Sutliff was absent, Rose Rau and Bob Carlile approved a recommendation that the City Commission reappoint Rose to the board. Therefore, I am recommending that the City Commission reappoint Rose Rau to the Board of Review for a three year term, expiring January 31, 2021.



MEMO from the
Boyne District Library

Date: January 9, 2018

To: Mayor Neidhamer, the Boyne City City Commission , and
Michael Cain, City Manager *Mc*

From: Monica Kroondyk, Director, Boyne District Library *MAK*

Subject: New Library Board Trustee to represent the City of Boyne

Due to the resignation of Lucy Hartlove at the end of September, the Library Board of Trustees has a vacancy for a representative for the City of Boyne. The City of Boyne has three representatives that serve on the library board of trustees. Currently those are Jack Laurent, and Chris Bandy. The new trustee would fill the vacant third position. Danielle Swartz, DDS has attended the last two library board meetings and is interested in completing Lucy's term. I have attached a copy of Danielle's board member application and Lucy's resignation letter.

Recommendation: The current Library Board of Trustees voted unanimously at the board meeting on December 12, 2017 to recommend to the City Commission that Danielle Swartz, DDS be appointed as a trustee to represent the city and to serve the remainder of Lucy Hartlove's term.

**Boyne District Library
Board Member Application**



Thank you for your interest in serving on the Boyne District Library Board of Trustees. Please complete the following application and return one copy to the Library and send one to your township supervisor. Library by-laws state that prospective board members must attend two consecutive, regularly scheduled board meetings before being appointed. Meetings are held on the second Tuesday of each month at 6:00 p.m.

Name Danielle Swartz, DDS

Address 1115 Hull St Boyne City, MI 49712

Telephone (231) 582-6944 (231) 330-1052

Occupation Dentist

Reason(s) you wish to serve: I want to get involved to support the community that supports me. I wish to make a positive contribution to our Boyne Area residents and visitors.

Other community or civic service activities: Volunteer for many Boyne City/Chamber's Mainstreet Events as well as co-hosting the Boyne City Triathlon with my husband Rob.

Signature Danielle Swartz Date 12/12/17

September 27, 2017

Cliff Carey
Director
Boyne District Library
201 E. Main St.
Boyne City M 49712

Dear Cliff:

Effective immediately, I am tendering my resignation from the Library Board of Trustees.
I am doing so strictly for personal reasons as I love the Library!

Thank you for your understanding.

Sincerely,


Lucy Hartloxe



December 27, 2017

City of Boyne City
319 N. Lake St.
Boyne City, MI 49712-2109

Dear Franchise Official:

Charter is proud to provide our products and services to more than 800 Michigan communities. Keeping you informed of our developments and milestones is important to us, so I hope you will take a few minutes to read through - and share - the enclosed Charter newsletter written with our Michigan communities in mind.

If you have any questions, please contact me at **(616) 607-2377** or by e-mail at Marilyn.Passmore@Charter.com.

Lastly, if you have an address change or an update to your contact information, please send to our Government Affairs Data Administrator, Joan Movrich at: joan.movrich@charter.com or fax to: **(906) 932-0473**.

Kind regards,

A handwritten signature in cursive script that reads "Marilyn Passmore".

Marilyn Passmore
Director, Government Affairs - Michigan
Charter Communications

Enclosure

The Charter Communicator

Volume 13, Issue 1

December 2017

“At **Spectrum**, we are working hard to redefine what a cable company can be. In addition to improving service and reliability, we believe you deserve the best possible customer service, which is why we’re bringing over 10,000 outsourced customer service jobs back to the United States.”

Tom Rutledge

President & C.E.O.
Charter Communications

6/10/2017 “What’s Next for Charter Customers”

“**Spectrum** is committed to helping our Veterans, National Guard members and Reservists find fantastic careers, and more than 13 percent of Spectrum employees have served our country.”

Dave Slowik

Area Vice President
Charter Michigan

See page 4: “Take a Veteran to School Day Event at Pinconning Middle School”

By the numbers:

- ◆ Over 26 million customers in 41 states
- ◆ 93,000+ employees with 2,128 employees right here in Michigan
- ◆ Over 13% of our employees are military veterans returned from service and 40% are people of color
- ◆ Charter services are available to nearly 50 Million homes and businesses across our 41 state footprint

Creating American Jobs

- ◆ At Charter we’re committed to bringing back customer service from overseas and hiring **20,000** U.S. Workers.

Dedicated to the communities we serve:

- ◆ Charter proudly offers our advanced services to more than **800** communities across **75** of Michigan’s **83** counties.
- ◆ Since 2014, we’ve invested \$21 billion in our broadband infrastructure and technology across our national footprint.
- ◆ Local call centers in Walker and Livonia

Putting our Customers first:

- ◆ Straightforward nationally uniform pricing

- ◆ No data caps, no usage-based pricing
- ◆ No modem fees
- ◆ No early termination fees

Strengthening Communities:

- ◆ Charter is committed to improving communities and impacting lives where our customers and employees live, work and play.
- ◆ **Spectrum Housing Assist** partners with nonprofit organizations and engages employee and community volunteers to repair homes across the U.S. with a goal to improve **25,000** homes by 2020.

- ◆ See page 2 for more.

Closing the Digital Divide:

- ◆ Charter’s low-cost high speed broadband program **Spectrum Internet Assist** now available



About Charter: Charter (NASDAQ: [CHTR](#)) is a leading broadband communications company and the second largest cable operator in the United States. Charter provides a full range of advanced broadband services, including Spectrum TV™ video entertainment programming, Spectrum Internet™ access, and Spectrum Voice™. Spectrum Business™ similarly provides scalable, tailored, and cost-effective broadband communications solutions to business organizations, such as business-to-business Internet access, data networking, business telephone, video and music entertainment services, and wireless backhaul. Charter’s advertising sales and production services are sold under the Spectrum Reach™ brand. More information about Charter can be found at charter.com.

Independence Restored for Michigan Homeowner



Charter Spectrum Housing Assist employee volunteers transformed the home of Edna in Farmington Hills, Michigan, this past summer. Nearly 20 employees teamed up with Rebuilding Together Oakland County to turn her home into a safe, accessible and healthy dwelling.

Edna, 78, had been living alone in her home for more than a decade. She has multiple disabilities; she is unable to walk without assistance or leave her house without the help of her son or others she calls on for aid. Her home has steadily fallen into a state of disrepair.

Charter Spectrum Housing Assist employee volunteers worked diligently throughout the day to complete the important safety enhancements and necessary improvements ahead of schedule. They repaired and stained the front and back decks, replaced electrical switches and outlets, installed rain gutters and downspouts, repainted interior walls, replaced the awning above the rear door and power-washed the exterior of the entire home.

Perhaps most importantly, they installed a new accessibility ramp at the front entrance. During the day of repairs, Edna received a visit from Farmington Hills Mayor Ken Massey and Michigan Representative Christine Greig. The two dignitaries stopped by to show their support for the important community project.

Edna was visibly moved and expressed her gratitude for the transformation of her home. As the day came to a close, she exited her front door to say goodbye to everyone and, for the first time in years, made her way to the sidewalk independently.



Above: Homeowner Edna with Michigan Representative Greig and Mayor Ken Massey of Farmington Hills.

Dedicated to Building a Highly Skilled & Diverse Workforce

Charter is proud to support military veterans transitioning back into civilian life. Through proactive recruitment and expanded outreach, the company is committed to building a highly skilled and diverse workforce that is inclusive for all.

Charter is among best-in-class with regards to growing its veteran population. Compared to the federal government goal of 6 to 7 percent, *more than 13 percent of our workforce is comprised of military veterans.* But statistics pale in comparison when the goal is attracting top-notch talent.

Combining recruitment practices from the three legacy companies has yielded some well-established programs and partnerships that recognize the unique value of veterans.

Charter has rolled out a **Broadband Technician Apprenticeship program** in areas with large military bases (North Carolina, South Carolina, Texas, Nebraska, Missouri & Kansas.) The program combines on-the-job training with classroom instruction over four years and a state/national certification. Veterans who become certified as broadband technicians can collect tax-free monies from their GI Bill benefits in addition to their Charter paychecks.

Charter makes every attempt to connect and work with current military and veterans.



Above: Charter Chief Human Resources Officer Paul Marchand appears before the House Committee on Veterans Affairs.

We recruit through Rally Point a professional network with over one million former and current members of the military.

Charter will continue to cultivate best practices in hiring and helping veterans transition into the workforce, like our support of VetNet - a veteran Employee Resource Group. Made up of veterans, their family members and all other employees interested in learning more about vets and military-related issues, VetNet collaborates with senior leadership for the growth and development of its members and provides opportunities for employees to do work in support of veterans and their families.

One of the biggest challenges transitioning vets experience is relocation of family. To help military spouses make a fresh start, Charter partners with the Department of Defense's Military Spouse Employment Partnership (MSEP) to help military spouses seeking career opportunities connect to employers who are actively recruiting.

In Michigan, Charter was a part of the "Hiring Our Heroes" Job Fair in Detroit in March and the "Detroit Veteran Job Fair" in June. Also, one our current recruiters is a veteran.

In September, Charter Chief Human Resources Officer Paul Marchand told a House Veteran Affairs Committee hearing audience of our commitment to expanding veterans outreach and giving vets good jobs with benefits. He said, "Improving economic opportunities for vets is vital not just for Charter, but for the country". Marchand noted that Charter would be hiring 20,000 more employees by 2020.

"Improving economic opportunities for veterans is vital not just for Charter, but for the country."

Paul Marchand,
Chief Human Resources
Officer, Charter
Communications

Charter is hiring!

For information, visit our website:

jobs.spectrum.com

Need to find a Spectrum Store?

It's easy! We have multiple Spectrum Customer Care locations across Michigan. To find one please visit us at: www.spectrum.com

Just access the "location" icon at the bottom of the homepage.

Next, input your zip code or city and a list of nearby Charter offices and payment locations will be displayed on a map.

Our store location information includes hours, the variety of services offered and a street view photo of the store front.

All Michigan Spectrum Stores are open Monday thru Friday, with extended daily hours and weekend hours that vary by location.



Low-cost high speed broadband: Spectrum Internet Assist in Michigan

Traverse City, MI: Charter gathered with area leaders this summer in Traverse City, Novi and Wakefield, Michigan to draw attention to our low-cost, high-speed broadband service, **Spectrum Internet Assist**.

Spectrum Internet Assist offers eligible customers low-cost broadband speeds up to 30 Mbps downstream/4 Mbps upstream, which meets and even exceeds the Federal Communications Commission's (FCC's) definition of "high-speed." Spectrum Internet Assist includes standard features like email boxes, internet security software and a modem at no additional charge.

"It's crucial for cable and broadband providers like us to play a role in bridging the digital divide so everyone has access to the information and tools they need to succeed in today's economy," said Tom Rutledge, Charter Communications Chairman and CEO. "Charter is uniquely positioned to bring a whole new world of digital access and opportunity to low income families and seniors. Spectrum Internet Assist is an important next step in providing true high-speed connections to those who would otherwise continue to face a digital inequality in this country," said Rutledge.



Above: Left to Right, Marilyn Passmore, Charter Director of Government Affairs, Lori Wells, Grand Traverse County Senior Center Network Manager, Senator Wayne Schmidt, Michigan Representative Curt Vanderwall, and Dave Slowik, Charter Area Vice President.

This past July, in Traverse City, Charter was joined by Michigan State Sen. Wayne Schmidt, R-Traverse City, as well as representatives from the Traverse Bay Area Intermediate School District and Grand Traverse County Senior Center Network, to promote Spectrum Internet Assist, a low-cost, high-speed broadband service now offered through Charter.

Schmidt, who represents parts of Northern Michigan and the Upper Peninsula in the state Senate commented: "Studies show that 90 percent of Americans use the Internet to locate products and services, and companies are increasingly using this to their advantage. As we continue moving into the ever-growing digital age, I commend companies like Charter for making sure everyone has access to a reliable internet connection."

In an effort to ensure more seniors in Traverse City have the tools and resources they need to be successful in the digital world, Charter also contributed \$5,000 to the Grand Traverse Senior Center Network. These financial resources will be used to upgrade technology resources and cover technology course fees at the Traverse City senior center.

"Our hats are off to Spectrum for helping more low-income seniors gain access to high-speed broadband and for providing new resources that will connect more seniors to the latest technology. We are looking forward to showing more seniors the endless possibilities the internet has to offer."

Lori Wells, Manager,
Grand Traverse County Senior Center Network



Above: Michigan Senator Wayne Schmidt speaking at Spectrum Internet Assist event this summer in Traverse City, Michigan.

For more information please visit www.SpectrumInternetAssist.com

Prospective enrollees may also call the Spectrum Internet Assist toll-free helpline at **1-844-525-1574** for assistance.

Spectrum Internet Assist Eligibility

- ◆ Families with students who participate in the National School Lunch Program
- ◆ Seniors who are 65 and older who receive Supplemental Security Income program benefits

Spectrum and History® Channel Hold Take a Veteran to School Day Event at Pinconning Middle School

Special event links schools across America with Veterans

Pinconning, MI: Charter Communications, which serves businesses and consumers under the Spectrum brand, organized a special event in November as part of HISTORY® Channel's **Take a Veteran to School Day** outreach initiative. The event took place at Pinconning Middle School, where honored veteran guests received a heartfelt thank you for their service during a middle-school assembly. Spectrum hosted this event in partnership with **Michigan Representative Gary Glenn**, who served eight years in the U.S. Army Reserves and Army National Guard, along with leaders from the Middle School, community leaders, and local Spectrum employees - including Spectrum Veteran employees.

Take a Veteran to School Day is HISTORY® Channel's popular public affairs outreach program, connecting veterans from all walks of life with students in schools and communities nationwide. In 2017, thousands of schools in all 50 states are expected to participate. As part of this campaign, HISTORY® Channel offers participating schools curriculum-based educational materials at www.veterans.com as well as short videos and additional resources, all provided free-of-charge.

"Celebrating area Veterans alongside state leaders and community partners is something we are honored to do," said Dave Slowik, Area Vice President for Spectrum's Michigan market. "Spectrum is committed to helping our Veterans, National Guard members and Reservists find fantastic careers, and more than 13 percent of Spectrum employees have served our country."



Above: Michigan Representative Gary Glenn addresses students and honored guests at Pinconning Middle School. **Below:** A local family with three generations of veterans in attendance at the Spectrum Veteran's Day event



"We are proud to host an event like this," said Brady Palmer, Pinconning Middle School Principal. "Not only does it give us a chance to recognize our veterans, but it can also inspire students to pursue opportunities to serve their country."



Above Left: Charter Spectrum employee veterans Jason Fairchild, Andrew Bourassa and James Landon joined Michigan Representative Gary Glenn and other local veterans to speak with students about their military experiences and what Veterans Day means to them. **Above Right:** Veterans of all ages were honored at the recent *Take a Veteran to School Day* event in Pinconning.



Emergency!

Line down: Who to Call?

When cable or fiber lines are cut thousands of residences and businesses, including important public services like hospitals, fire and police stations, utilities, medical centers, banks, and even County 911 centers, can be impacted. Potentially, a fiber cut could affect large portions of the state.

At Charter, we do our best to prepare in advance for storms and other natural disasters that could negatively impact our business. We are experienced in mobilizing our workforce, assessing damage and restoring service to our customers as quickly as possible.

Great Lakes Regional Operations Center

1-844-369-4173

Press any option

For Emergency Use only: the Charter Great Lakes Regional Operations Center (ROC) offers a toll-free telephone number that is manned 24-hours a day, seven days a week. Serving Michigan, Indiana and Northern Ohio, your call will be directed to personnel who can dispatch local technicians and crews to your location in an emergency.

Please do not provide this number to customers, our dispatchers do not have customer account access. Customers should be directed to call: 1-855-757-7328.

EMERGENCY CONTACT INFORMATION

Charter Spectrum

This number is for emergency use only. (downed lines, etc.) Calls are directed to personnel who can dispatch technicians and crews 24 hours a day, seven days a week.

Great Lakes Regional Operations Center (ROC):

1-844-369-4173

Press any option

Press 4173 to provide this number to customers, our dispatchers do not have customer account access. Customers should be directed to 1-855-757-7328



Block Unwanted Calls with Enhanced Phone Feature for Charter Spectrum Voice Customers

Every year, the Federal Communications Commission (FCC) receives more than 200,000 complaints about robocalls. It's an issue that impacts all phone service providers and a reported nuisance for consumers. In fact, robocalls have climbed to the number-one topic of FCC complaints and are related to the privacy of data, fraud and identity theft. Charter cares about the privacy and is taking action to ensure their protection. To reduce the growing concern over robocalls, the company has partnered with Nomorobo to make the call-blocking application available to Charter Spectrum Voice subscribers.



At no additional charge, this proven third-party, cloud-based service blocks or hangs up on robo-callers and telemarketer calls before they reach the intended customer phone number. "Customers now have even more control over the calls that come into their homes," said Rich DiGeronimo, Charter's Executive Vice President, Product and Strategy. "Nomorobo is one of the many ways we continue to enhance customers' home phone experience with unmatched reliability and service in addition to a wide range of popular advanced phone features available at no extra cost."

Charter Spectrum WiFi Hot Spots in Michigan: From Ironwood to Monroe



Charter Spectrum internet customers now have access to their service nation-wide. Customers have free, unlimited access to over 250,000 WiFi hotspots nationwide in places where they shop, dine and travel.

Charter Spectrum internet customers enjoy unlimited WiFi hotspot access that saves on wireless data and connects most personal devices. A customer signs in once and automatically connects in the future where Charter Spectrum WiFi is available. Charter Spectrum WiFi is active at sites around town and around the country from New York to Orlando, Dallas to LA and right here in Michigan from Ironwood to Monroe!

Charter Spectrum WiFi hotspots are simple and easy to use. To connect in a service area look for "Spectrum WiFi" and "CableWiFi" networks on a mobile device. Customers can also go to www.Spectrum.net and enter an address to find a Charter Spectrum WiFi hotspot close by.



Who are we?

We're local Michigan employees delivering the latest in cable and broadband technology with dedication to businesses, municipalities & residences throughout Michigan.

We are Charter!

Did you know?

Charter Spectrum offers an audible TV guide and downloadable video app for customers with visual disabilities. At Spectrum, we are committed to providing quality accessibility solutions. A Spectrum receiver preloaded with **Charter Spectrum Guide Narration** is our flagship talking guide solution. Customers can navigate the Spectrum Guide with full audible support of Guide, On Demand and Accessibility features (only available in certain locations). For more information or to request Charter Spectrum's accessible products and services, please call us at **(844) 762-1301**.

Charter Spectrum TV App Available on Multiple Platforms

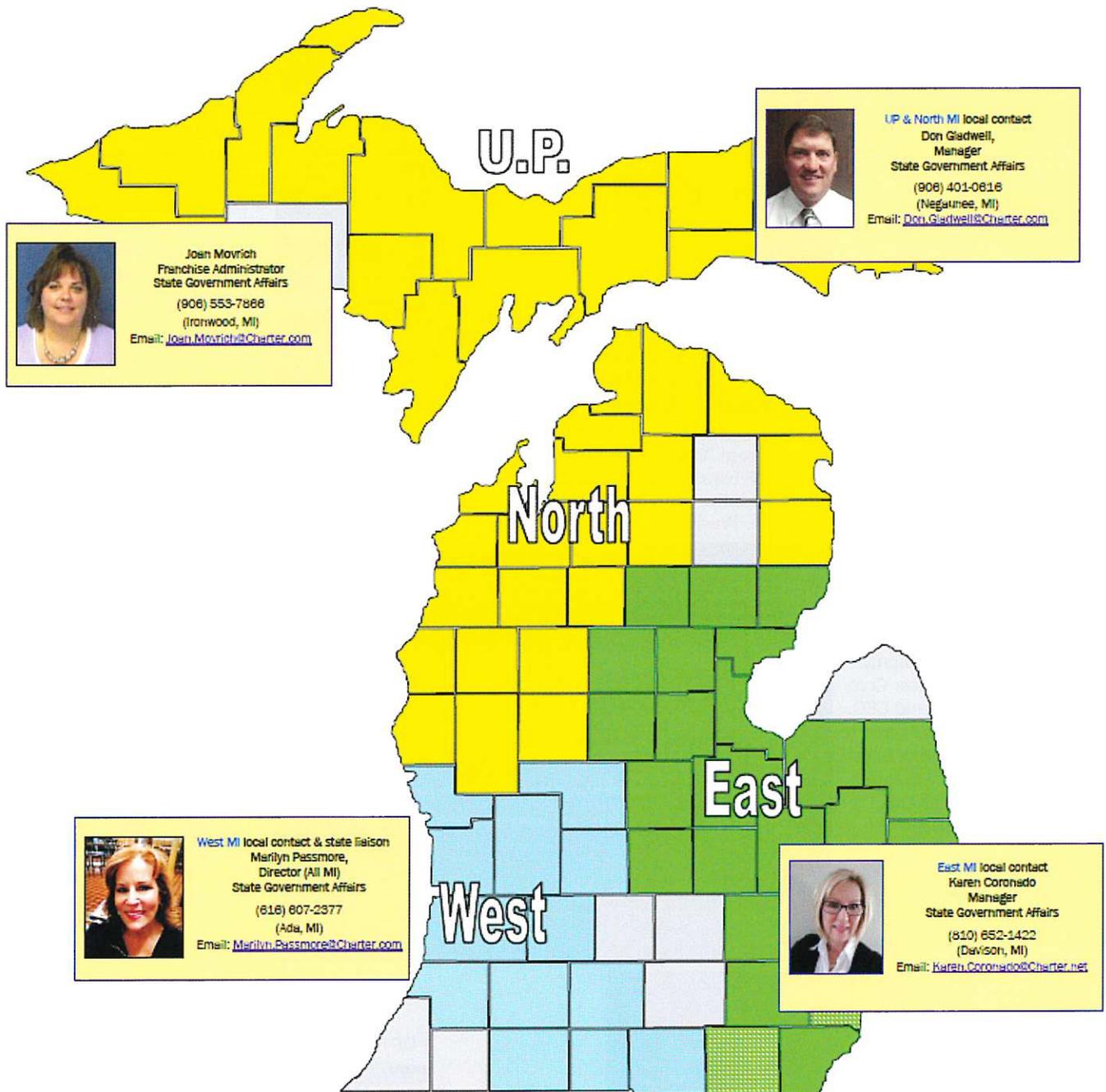
Enjoy the best in entertainment at home or on-the-go with the **Charter Spectrum TV App**. Watch over 200 live TV channels anywhere in your home on your portable devices, Roku, Xbox and Samsung TVs. Plus, you can access channel apps on-the-go.

Catch your favorite shows, sport and movies from 60+ popular channel apps anywhere you have an internet connection. Now you have access to over 25,000 titles On Demand all available on the Charter Spectrum TV App.

The Charter Spectrum TV App is available on the following: Apple iOS 8.0+, Android OS 4.0+, Kindle Fire and Kindle Fire HDX (excludes first generation), all Roku streaming players (excluding first generation), Xbox One, and Samsung Smart TVs (2012–2017 models). Local channels are now available in most areas when tuned in to your home network.



Michigan State Government Affairs Team



The map above outlines Charter's State Michigan Government Affairs Team by area.
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Have an address change or staffing update? Send via fax to (906) 932 - 0473 or by email to:

Joan.Movrich@Charter.com

* Produced by Charter's Michigan State Government Affairs Department *



Approved: _____

Meeting of
December 5, 2017

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING
HELD ON TUESDAY, DECEMBER 5, 2017 at 8:30 AM CITY HALL, 319 NORTH
LAKE STREET

Call to Order Chair Michelle Cortright called the meeting to order at 8:30 a.m.

Roll Call Present: Chris Bandy, Robin Berry, Michael Cain, Michelle Cortright, Becky Harris,
Pat O'Brien, Don Ryde, Rob Swartz

Meeting Attendance Absent: Ben Van Dam

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

Public: Five

Excused Absences **Swartz moved, Bandy seconded, PASSED UNANIMOUSLY** to excuse Ben Van Dam.
MOTION

Approval of Minutes **Bandy moved, Harris seconded, PASSED UNANIMOUSLY** to approve the
MOTION November 7, 2017 minutes as presented.

Citizens Comments None.

Correspondence Michelle Cortright received a thank you letter from Challenge Mountain for the
check they received from the Boyne Thunder event.

Committee Reports **Organization Committee**
The Organization Committee discussed King-Duff's evaluation, the Boyne Thunder
distributions, the Market Study and a RFP for a parking evaluation.

Promotions Committee
The Promotions Committee did not meet.

Design Committee
The Design Committee is developing work plans as well as working on the Walk-
About-Sculpture show for next year.

Economic Vitality/Team Boyne

Team Boyne discussed the viability of a new hotel in Boyne City.

Marketing

The Marketing Committee is developing work plans.

Farmer’s Market

The Farmer’s Market is going wonderfully per Harris. They are still interviewing for a Farmer’s market Manager.

Director’s Report

Received and filed.

Unfinished Business

Code of Conduct

**Adopt Code Of Conduct
MOTION**

The Board reviewed the Code of Conduct adopted by Evangeline Township which Cortright handed out at the last meeting and agreed to adopt the same resolution for Main Street.

O’Brien moved, Bandy seconded, PASSED UNANIMOUSLY to adopt the Code of Conduct for Boyne City Main Street as presented.

New Business

2018 Meeting Schedule

Ryde moved, Swartz seconded, PASSED UNANIMOUSLY to adopt the 2018 meeting schedule as presented.

Sale of Ice Rink

The ice rink which was purchased in 2011 for downtown has not been used in several years. It did not get a lot of use, it is fairly small and there is an ice rink at Avalanche that is popular. The Board agreed to have King-Duff contact the Parks and Recreation Board and see if they wanted to utilize the rink. If not, the rink can be sold. Proceeds should be put towards something that benefits the Veteran’s Park/ Downtown area such as the new Pavilion or the Walk-About-Sculpture Show.

**Sale Of Ice Rink
MOTION**

Cain moved, Swartz seconded, PASSED UNANIMOUSLY to authorize the Main Street Executive Director to put the ice rink up for sale in January 2018 if the Parks and Recreation Department does not want it.

Boyne Thunder Disbursements 2018

The Organization Committee recommended changing the Boyne Thunder disbursement in 2018 to Camp Quality 50%, Main Street 35% and Challenge Mountain 15%. Cain doesn’t think the percentage model is necessarily the best model to use. He would like to see a more equitable distribution. Boyne Thunder was initially set up in 2003 as a fundraiser for Main Street.

Eleanor West and Nan Winter from Camp Quality were present at the meeting and they don’t think the disbursement formula should be determined by Main Street alone but by all the organizations involved.

Bob Alger of Boyne Thunder said that according to the 2004 Letter of Agreement the disbursements should have been reviewed on a yearly basis which has not been done.

The Board discussed the issue and agreed to refer the matter back to the Organization Committee so that they may meet with the other involved organizations and come up with new recommendation.

**Refer Boyne Thunder
Disbursement Issue Back
to the Organization
Committee
MOTION**

Cain moved, Bandy seconded, PASSED UNANIMOUSLY to refer the Boyne Thunder Disbursement issue back to the Organization Committee.

Financial Report Review

The Financial Report was received and filed.

Other

- **Open Space** – Cain expects the closing on the Open Space property will occur in January or February of 2018. He met with Mike Dow and Bob Grove to discuss a potential mooring field for the Open Space.
- **Pavilion** – The project is moving forward. A \$3400 grant was received from the Charlevoix County Community Foundation to put towards the bathroom improvements.
- **Boyne Chamber of Commerce** – Ashley Cousens announced that the next Boyne After Hours will be hosted by Resort Rentals North on December 14th at 221 North Street. The Awards Gala is January 18th.

Good Of The Order

-
- Thornetta Davis will be performing at Freshwater Art Gallery on December 29th.
 - The new City Commission has been seated.
 - The Holiday Open House and Earlier Than The Bird were very well attended again this year.
 - Cortright thanked her fellow Board Members for a good year.
 - Congratulations to Kelsie King-Duff and her husband Joe on his graduation last week from the Michigan State Police Academy.

Cain moved, Berry seconded, PASSED UNANIMOUSLY to adjourn the Boyne City Main Street Board meeting of December 5, 2017 at 9:10 a.m.

**Adjournment
MOTION**

Jane Halstead, Recording Secretary



Approved:

**Meeting of
December 7, 2017**

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 7, 2017.

Call to Order

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

Roll Call

Present: Mike Sheean, Hugh Conklin, Diane Sterling, Jo Bowman and Gow Litzenburger

Absent: Lisa Alexander (arrived at 6:40pm) and Tom Smith

Meeting Attendance

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

Public Present: two

****MOTION**

Conklin moved, Sterling seconded, Passed Unanimously a motion to excuse Smith from the meetings through April.

**Approval of Minutes
MOTION

Conklin moved, Litzenburger seconded, Passed Unanimously, a motion approving the November 9, 2017 meeting minutes as presented.

**Citizens Comments
(on non-agenda items)**

None

Director's Report

Employees are lined up to work at the Avalanche warming house. We are still looking for a couple people who might want to work at making ice for the rink to supplement when regular staff are busy plowing snow.

Correspondence

None

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

Park Inspection Reports – none

Park User Groups – none

Unfinished Business

**Resignation of Parish
MOTION

Parish indicated in October that he would be resigning and then in November indicated that it was his last meeting but no official action was ever taken. **Conklin moved, Bowman seconded, Passed Unanimously** a motion to accept the resignation of Daryl Parish.

**2018 Potential Projects
& Grant Opportunities**

The board had further discussion regarding potential projects for the upcoming fiscal year budget consideration and possible grants to help fund them. Working off the list created from the November meeting, board members had more detailed discussion to narrow down and prioritize projects. Veterans Park Pavilion, both the Boyne City Charlevoix Trail

completion and Boyne City Charlevoix Trail connection to downtown, both the Boyne Valley Trail completion and the trailhead improvements located at the airport and development, future development plan of the open space, Avalanche trail improvements and Avalanche (base of the hill) plans/engineering. City Manager Cain stated that we have a lot of really good projects and we will have to fine tune and prioritize them during the budget process because we are talking about sizeable amounts of money to fund them out of a limited pot. The Open Space subcommittee shared the results of their two meetings to come up with a prioritization list of items/projects to move development of the property forward. Their draft summary was included in the agenda packet. The general consensus of the board was that it was a good start and should be reviewed and kept in mind each year during budget time.

New Business

Avalanche Fat Tire Bike Race Request

Mike Cortright is interested in holding a fat tire bike race at Avalanche. This would start downtown at Stiggs in conjunction with their one year anniversary. All of net proceeds would be donated to Top of Michigan Mountain Bike Association (TOMMBA). The board inquired what safety measures were to be taken. Cortright indicated there would be additional signs on the trails at crossings and volunteers at street crossings. TOMMBA board member Steve VanDam added that this is exactly the type of economic benefit TOMMBA hopes to achieve when they fund and build trails by bringing people to town for trail riding and events. Kovolski stated that he should fill out a road closure form and work with him and the police chief to coordinate traffic and crossing controls. City manager Cain reminded Cortright that he would have to provide proof of insurance with the City as additional insured. The general consensus of the board was that it sounded like a good winter event as long as the other park users are kept in mind during the event. **Conklin moved, Litzenburger seconded, PASSED UNANIMOUSLY** to recommend the City Commission approve the event request and have Cortright work with City staff on the details.

****MOTION**

(Cortright added that the groomer is up and working and grooming of the trails has started. He is open to any feedback from the board or public.)

Veterans Memorial

Recording secretary Brooks stated that she had received a call from George Lasater Sr. regarding consideration to install an additional monument to be placed at the Veterans Memorial. Mr. Lasater requested to be put on the agenda but no one from the Veterans Memorial committee was present at the meeting to share their proposal.

Portable Ice Skating Rink

At the Main Street meeting the board discussed selling the portable ice skating rink that was used in Sunset Park for a couple winters without much success. Before they try to sell it, they wanted to make sure there was no other use for it within the City such as a second rink at Avalanche. Superintendent Kovolski stated that it is not the best solution for an additional skating rink as it is difficult to get equipment on it to clean the snow off. Conklin thought that the Friends of Avalanche might purchase it

just to preserve future options. City Manager Cain stated that if we are unsure about future use, we should just ask Main Street to hold off on selling it for a year to give time for additional considerations.

Board Vice Chair

****MOTION**

Board member Jo Bowman offered to serve as the interim vice president until elections in May. **Conklin moved, Alexander seconded, PASSED UNANIMOUSLY**, to elect Jo Bowman as Vice Chair of the board.

2018 Meeting Schedule

The board reviewed the proposed meeting schedule which included the 1st Thursday of each month at 6 p.m. and no scheduled meeting in July. Conklin suggested a start time of 5 p.m. instead of 6 p.m. Kovolski stated that he would like to move the January meeting to the second Thursday due to the City's holiday schedule. The general consensus of the board was to adopt the 2018 meeting schedule with the proposed changes included. **Bowman moved, Litzenburger seconded, PASSED UNANIMOUSLY** to meet Jan. 11th and then 1st Thurs. of each month except July at 5 p.m. at City Hall.

****MOTION**

Next Meeting

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, January 11, 2018 at 5 pm at City Hall

Adjournment

The December 7, 2017 meeting of the Parks and Recreation Board was adjourned at 8:00 p.m.

Barb Brooks, Recording Secretary

Approved: _____

**Meeting of
December 18, 2017**

Record of the proceedings of the Boyne City Planning Commission regular meeting held at Boyne City Hall, 319 North Lake Street, on Monday December 18, 2017 at 5:00 pm.

Call to Order

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

Roll Call

Present: Ken Allen, Jason Biskner, George Ellwanger, Chris Frasz, Jim Kozlowski, Tom Neidhamer, Joe St. Dennis
Absent: Aaron Place (arrived at 5:54 pm) and Jeff Ross

**Excused Absences
Motion

2017-12-18-02
St. Dennis moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of Ross and Place.

Meeting Attendance

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

**Consent Agenda
Motion

2017-12-18-03
Biskner moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to approve the Planning Commission minutes from November 20, 2017 as presented.

**Citizen comments on
Non-Agenda Items**

None

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

McPherson advised the draft proposal of the M75 Corridor Plan will be reviewed at the January 15, 2018 meeting. As a cooperative initiative, representatives from both Wilson and Boyne Valley Townships have been asked to attend for discussion. This plan runs for approximately one mile from Fall Park Rd. to Moll Dr. and will focus on pedestrian travels, access management, and aesthetics among other things.

In the audience tonight we had 3 high schools students that sat in on the meeting as a civics requirement for their government class. Chair Frasz asked Planning Director McPherson to give a brief overview of the duties and responsibilities of the Planning Commission and the documents that guide their decisions.

Unfinished Business

None

New Business

Planning Director McPherson reviewed his staff report that was included in the agenda packet. As directed by this Commission, staff was asked to put the issue of minimum dwelling width on the agenda for discussion and the possible development of amendments. When looking to impact housing development the amendment of zoning regulations can be one of the most effective tools the City has to accomplish this goal. Just some possible areas that can be reviewed and amended that can affect housing are minimum floor area, lot area, density, setbacks, required parking and the review processes. The difficulty in the process is when requirements are placed in the definitions instead of the district schedule of regulations. An instance of this is the minimum structure width of 24 ft. in the definition of a structure and the minimum required floor area for a dwelling as defined in the calculations of floor area. Because

each district could have different requirements, having spelled out requirements in the definitions causes difficulties when one district is more lenient than another one. The board discussed the need for affordable housing and the best way to achieve this. They discussed the minimum floor area as current trends seem to lean towards smaller residences. Empty nesters, singles, couples starting out and some elderly are looking for something smaller; maybe in the 500 to 600 sq. ft. range. The topic of how the minimum first floor area of 672 sq. ft. was developed, why the 24 ft. structure width developed, and the reason for the 10 ft. setback on garages was to keep the focus on the front door of the houses and not a 16 ft. garage door. Roof pitch was discussed along with setbacks and clustering of houses. They all agreed with making changes to the definitions and placing zoning requirements in the schedule of regulations so directed staff to draft amendment language to the Multi Family District to relax some of the requirements in that district, look at definitions of dwellings to see how that can be amended, along with minimum floor sq. ft. requirements for possible amendment and bring suggestions back to the next meeting.

Adoption of the 2018 Meeting Calendar
****Motion**

Included in the agenda packet is the 2018 meeting calendar for your review and consideration. **Motion by Place, seconded by Allen, PASSED UNANIMOUSLY**, to adopt the 2018 calendar as presented, meetings to be held on the third Monday of each month at 5:00 pm.

Staff Report

Merry Christmas and Happy New Year. The city offices will be closed on December 25th and 26th and January 1st and 2nd.

- The pavilion renovations are moving forward and appear to be on schedule.
- Ken Allen will not be available for the February 2018 meeting

Good of the Order

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, January 15, 2018 at 5:00 p.m.

Adjournment
****Motion**

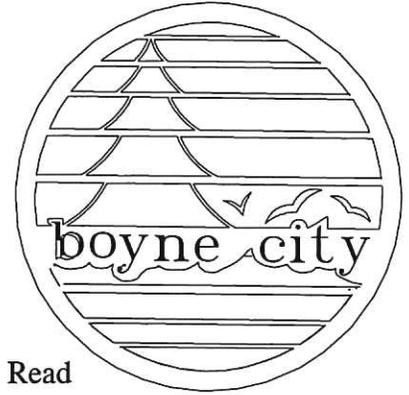
2017-12-18-10
St. Dennis moved Kozlowski seconded, PASSED UNANIMOUSLY a motion to adjourn the December 18, 2017 meeting at 6:25 p.m.

Chair Chris Frasz

Recording Secretary Pat Haver

CITY OF BOYNE CITY

To: Michael Cain, City Manager *MC*
From: Scott McPherson, Planning Director
Date: January 9, 2018 *SM*
Subject: Article V & Article XX Proposed Amendments Second Read



Background

As directed by the Planning Commission staff has developed proposed zoning ordinance amendment language for Article V Waterfront Residential District (WRD) and Article XX Schedule of regulations.

Discussion

The Planning Commission was requested by the Zoning Board of Appeals to review and amend Article XX, Section 20.30 note 1. This recommendation was made after the Zoning Board of Appeals was unable to interpret the intent of the section and found the text to be confusing and somewhat contradictory. After review by the Planning Commission it was the recommendation the language be deleted as it could not be specifically determined the intent of the section. The proposed amendment is included in the attached Article XX.

The proposed amendment to Article V was proposed by staff to address an issue of waterfront setbacks being required for parcels that do not have waterfrontage. There are several locations where this occurs and maps showing the affected locations are attached. On the maps the existing waterfront setback of 35 feet is shown and the proposed 10 foot setback is also shown. As can be seen on the maps there are a number of nonconformities that were created with the 35 setback requirement and a number of these would become conforming if the proposed change is adopted. The proposed change would be a text amendment to the WRD district and only the waterfront setback would be changed, all other requirements of the district, including building height and mass, would remain in effect. The proposed amendment would add section 5.60 E to Article V. The complete article with the proposed amendment has been attached for your review.

In accordance with the Michigan Zoning Enabling Act and the Boyne City Zoning Ordinance Section 2.40 Amendment Procedures, a public hearing was scheduled and held by the Planning Commission on November 20, 2017. The proposed ordinance amendment was submitted to the City Commission for a First Reading on November 28, 2017 and the proposed ordinance was reviewed by the Commission and the proposed amendment was scheduled for a second reading on January 9, 2018. The Commission should review the proposed amendment and use the amendment criteria as listed in section 2.50(B) of the zoning ordinance as a guide in making their decision on the proposed amendment. Section 2.50 (B) is as follows:

Section 2.50 Amendment Criteria.

- B. For amendment requests to change or to add additional regulations or standards to a district or a use, the Planning Commission and City Commission shall use the following as a guide:
1. The proposed rule, change or addition helps to reinforce the Comprehensive Plan.
 2. The proposed rule, change or addition is in keeping within the spirit and intent of the this Ordinance, and with the objectives of the zoning district.
 3. The problem or issue which the change is intended to address cannot be accomplished in another, more appropriate fashion.
 4. The proposed amendment would correct an error in the Ordinance.
 5. The proposed amendment would clarify the intent of the Ordinance.
 6. Documentation has been provided indicating problems and conflicts in implementation or interpretation of specific sections of this Ordinance.
 7. The proposed amendment would address changes to county, state or federal legislation.
 8. The proposed amendment would address potential legal issues or administrative problems with this Ordinance based on recent case law or opinions rendered by the Attorney General of the State of Michigan.
 9. The proposed amendment would promote compliance with changes in other city ordinances and/or county, state, or federal regulations.
 10. The proposed amendment is supported by the findings of reports, studies, or other documentation on functional requirements, contemporary building practices, environmental requirements and similar technical items.
 11. Other criteria as determined by the Planning Commission or City Commission which would protect the health, safety, and welfare of the public, protect public and private investment in the City, promote implementation of the goals and policies of the Comprehensive Plan, and enhance the overall quality of life in the City.

Options

1. Approve the ordinance as presented.
2. Do not approve as presented
3. Refer back to the Planning Commission
3. Postpone for further consideration
4. Other options as determined by the City Commission

Recommendation

The proposed ordinance amendments are recommended for adoption as presented.

ARTICLE V WATERFRONT RESIDENTIAL DISTRICT (WRD)

Section 5.10 Purpose.

The purpose of this district is to provide a pleasant and attractive residential living environment of a low density, primarily on lots with frontage upon Lake Charlevoix and other bodies of water within the City. It is the further intent and purpose of this district to ensure that development within such lots remains at a sustainable density and scale, and does not unreasonably obstruct views, view sheds, scenic vistas, or degrade the quality of the surface waters of Lake Charlevoix and other bodies of water from other lots and public rights-of-way.

Section 5.20 Principal Permitted Uses.

No building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses, unless otherwise provided in this Ordinance.

- A. Single family detached dwellings.
- B. Municipal parks, playgrounds, and recreation centers.
- C. Adult foster care family homes, provided, this subsection shall not apply to adult foster care facilities, licensed by a state agency, for the care and treatment of persons released from or assigned to adult correctional institutions.
- D. Home occupations in which customers or patrons do not visit the site for the delivery of goods and/or services.
- E. Family day care homes.
- F. Accessory structures and uses customarily incidental to the above permitted uses, excepting that boat houses shall not be permitted.

Section 5.30 Conditional Uses.

The following uses shall be considered conditional and shall require conditional use approval, and shall comply with any applicable conditional use requirements of Article XXV:

- A. Private recreation areas, uses and facilities including marinas, and swimming pools subject to the following:
 - 1. No building shall be located within one-hundred (100) feet of a dwelling.

2. Facilities such as licensed restaurants and bars may be permitted when occupying an integral part of the main structure, provided there is no exterior display or advertising of said facilities.
 3. Swimming pools, tennis courts, boat docks, and similar uses shall be located not less than thirty-five (35) feet from any property line.
- B. Home occupations in which customers or patrons visit the site for the delivery of goods and/or services.
- C. Public utility transformer stations, substations and gas regulator stations without service or storage yards shall comply with the requirements of this Ordinance and shall be subject to the following: a front yard setback of not less than fifty (50) feet shall be provided (irrespective of the yard requirement of the district in which it is located) and two (2) side yards and a rear yard shall be provided, each shall not be less than twenty-five (25) feet in width. The previously mentioned conditional uses shall be landscaped with a buffer of plant materials that effectively screens the view of the use from property used for residences, public walkways and rights-of-way. The standard buffer shall consist of a landscaped strip at least six feet (6) feet wide outside the perimeter of the compound. The buffer shall contain a variety of species of plants.

Section 5.40 Development Requirements.

A. Building Design.

1. The primary entrance to a dwelling shall be located along the front wall of the building, unless otherwise required for barrier-free access. Such entrance shall include an architectural feature such as a porch, landing or portico. However, a waterfront may have a primary entrance to the street.
2. Accessory buildings and attached garages shall have a front yard setback that is at least ten (10) feet greater than the front setback of the principal building that is located on the front portion of the lot.
3. A rooftop or second floor addition shall not overhang the lower front or side exterior walls of the existing building. This requirement shall not exclude recessed dormers or entrance ways.
4. In the event that a new dwelling is proposed to be constructed on the rear portion of a lot which has frontage on two (2) streets and an alley, the front of such new dwelling shall face the street.
5. The minimum pitch of the roof of any building shall be five to twelve (5:12) and the maximum pitch of the roof of any building shall be twelve to twelve (12:12), except that additions to existing dwelling units may be constructed with a pitch that matches

any roof pitch of the existing dwelling unit. Additionally, the roof pitch of a dormer, turret or similar architectural feature may not exceed twenty-four to twelve (24:12) and the roof pitch of a covered porch may be flat whenever the roof of such a porch is also considered to be the floor of a second story deck.

- B. Landscape / Hardscape Material. A maximum of forty percent (40%) of the front yard of a lot may be covered with inorganic material such as asphalt or cement concrete, paving stone, flagstone, rock or gravel.
- C. Access. Whenever a lot has frontage along an alley, any new off-street parking area located on such lot must obtain access from such adjoining alley; provided, however, that such alley access shall not be required when a new detached garage is proposed to be accessed from an existing driveway that has a curbcut along a public street, or when alley access is determined by the City Engineer to be a hazard to persons or vehicles.
- D. Site Design. Permanent open off-street parking areas for all permitted principal uses, other than single-family dwellings, shall not be located any closer to a public street right-of-way than the distance by which the principal building is set back from the street right-of-way. This provision shall not be construed to preclude temporary parking in driveways.
- E. Watercraft / Dock Limitation. Each single family detached dwelling shall be limited to the docking of three (3) watercraft. There shall not be more than one (1) dock per every one hundred (100) feet of waterfront. However, any waterfront lot, regardless of frontage, without a dock as of the adoption of this Ordinance, may be permitted one (1) dock.
- F. Additional Requirements. The following requirements, unless superceded by the standards of this Article, shall be met within a Waterfront Residential District (WRD).
 - 1. Development plan approval as specified in Article XIX of this Ordinance, except single family dwellings and home occupations as a principal permitted use.
 - 2. Off-street parking, loading, and access management standards for all uses as specified in Article XXIV of this Ordinance.
 - 3. Signs for all uses as specified in the Boyne City Sign Ordinance.
 - 4. Height, area, lot coverage and yard regulations as specified in Article XX of this Ordinance with the following exception: Within the area described as follows: from the edge of Lake Charlevoix along the centerline of West Michigan Avenue to the centerline of North Lake Street to the intersection of Lower Lake Street, building height shall be defined as the vertical distance measured from the highest point of the finished grade adjacent to the building (excluding berms, flower boxes, and other similar increases in elevation) to the highest point of the roof of the building (excluding chimneys, antennas, and similar items) and such building height in this area shall not exceed thirty (30) feet.

- 5. Landscaping requirements as specified in Article XXIII of this Ordinance.
- 6. Design, architectural, and building material standards as specified in Article XXII of this Ordinance.
- 7. Provisions relating to all zoning districts (as applicable in each separate case) as specified in Article XXI of this Ordinance.

Section 5.50 Nonconforming Uses and Structures

Two-family and multiple-family residential dwellings shall be prohibited in the Waterfront Residential District (WRD). Nonconforming structures and uses which were existing at the time of enactment of this Ordinance shall be subject to, and shall continue to conform to, the requirements of the respective zoning district in which the property was located prior to the adoption of this Ordinance. Such existing structures shall be allowed to be reconstructed and updated on the existing foundations, but such existing structures shall not be expanded.

Garages, decks, and open porches which meet the requirements of this Ordinance, or the requirements of the respective zoning district in which the property was located prior to the adoption of this Ordinance, may be added to such structures which were lawfully existing within the Waterfront Residential District (WRD) at the time of adoption of this Ordinance.

Section 5.60 Setbacks

- A. Waterfront Setback: For the purposes of this Ordinance the waterside of the structure shall be considered the front yard; except for docks, shoreline protection structures and walkways six (6) feet or less in width, all other structures shall be located a minimum of thirty-five (35) feet upland from the high water elevation as defined.
- B. Wetland Setback: All structures or additions to existing structures shall be setback a minimum of twenty-five (25) feet from areas defined as wetlands in the Boyne City Comprehensive Plan.
- C. Road Setback: For the purposes of this Ordinance the road side will be considered a rear yard and subject to the provisions of Article XX.
- D. View shed of Lake Charlevoix: The siting of all buildings and structures along the City’s lakefront shall comply with Section 21.17.
- E. Non-Waterfront Parcels: Parcels in the Waterfront Residential District that do not have waterfrontage shall have a minimum front yard setback of 10 (ten) feet.

ARTICLE XX SCHEDULE OF REGULATIONS

Section 20.10 Residential Districts.

Zoning District	Minimum Lot Per Unit		Maximum Height of Structure		Minimum Yard Setback (Per Lot In Feet)				Maximum Percentage of Lot Area Covered by All Buildings ^h	
	Area in Square Feet	Width In Feet	In Stories	In Feet	Front	Sides ^k		Rear		Minimum Floor Area Per Unit (Square Feet) ⁱ
						At Least One	Total of Two			
Rural Estate District (RED) ^{n, o}	10,890	100	2.5	30	30 ^c	10 ^k	30 ^k	30 ^l	800 first floor 1,200 if more than one story	30%
Traditional Residential District (TRD) ^{n, o}	5,445	50	2.5	30	10 ^c	5 ^k	15 ^k	15 ^l	672 first floor 1,000 if more than one story	40%
Waterfront Residential District (WRD) ^{e, l, m, n, o}	5,445	66	2.5	30	35	5 ^k	15 ^k	15	672 first floor 1,000 if more than one story	30%
Multiple Family Residential District (MFRD) ^{e, l, m, n, o}	^g	100	2.5	35	40 ^d	25 ^d	50 ^d	50 ^d	500	30%
Manufactured Housing Park District (MHPD)	See Article VII Manufactured Housing Park District									

Section 20.20 Mixed Use and Non-Residential Districts.

Zoning District	Minimum Lot Per Unit		Maximum Height of Structure		Minimum Yard Setback (Per Lot In Feet)				Minimum Floor Area Per Unit (Square Feet)	Maximum Percentage of Lot Area Covered by All Buildings i
	Area in Square Feet	Width In Feet	In Stories	In Feet	Front j	Sides c, l		Rear l		
						At Least One	Total of Two			
Professional Office District (POD)	5,445	50	2.5	35	10	5	15	15	672	60%
Waterfront Marina District (WMD) e, l, m, n, o	5,445	50	2.5	35	10	5	15	15	672	60%
Central Business District (CBD)	-	-	3.5	45	-	-	-	-	-	100%
Transitional Commercial District (TCD)	5,445	50	2.5	35	10	5	15	15	672	60%
General Commercial District (GCD)	10,890	75	2.5	35	10	5 a	15	15 b	-	60%
Regional Commercial/Industrial District (RC/ID)	21,780	100	2.5	35	20	10 a	25	25 b	-	60%
Planned Industrial District (PID)	21,780	100	2.5	35	50	25 a	50	25 b	-	40%
Community Service District (CSD) f, n-o	5,445	50	2.5	35	10	5	15	15	672	40%
Flood Hazard District (FHD)	All structures shall be set back a minimum of fifteen (15) feet from the 100 year floodplain. See Article XVI Flood Hazard District for the remaining regulations.									

Section 20.30 Notes for Schedule of Regulations.

The following letters refer to the charts containing the schedule of regulations in Sections 20.10 and 20.20:

- a. Except for Section 21.46 C., all side yards abutting residentially zoned land shall have a minimum distance of twice the one yard requirement.
- b. All rear yards abutting residentially zoned land shall have a minimum distance of fifty (50) feet between the principal building and rear property line.
- c. Parking shall not be permitted in any required front yard, notwithstanding off-street parking requires in CBD and PID districts.
- d. Multiple family dwellings which have all off-street parking provided behind the dwelling and have the main entrance to the building facing a public street may reduce required minimum yard setbacks (per lot in feet) as follows:

Front	Sides		Rear
	Least One	Total of Two	
5	-	-	30

- e. The Planning Commission may waive these standards if it determines it is necessary, in order to preserve public views and scenic vistas from being unreasonably obscured by development of lakeside properties or properties near bodies of water, to allow flexibility in the siting and construction of new buildings in such zoning districts.
- f. The Planning Commission may waive these standards if it determines it is necessary for the development of a site to be compatible with surrounding uses and buildings if such a site is adjacent to the CBD.
- g. Apartments shall comply with the applicable standards for the MFRD listed in Section 20.10. Single-family detached dwellings shall comply with the applicable standards for the TRD listed in Section 20.10. All other uses shall comply with the applicable standards for the CBD listed in Section 20.20.
- h. The total floor space in all buildings on the lot may not exceed one and one-half (1 1/2) times the total net lot area (floor area ratio of 1.5).
- i. The minimum floor area per dwelling unit shall not include areas of basements, breezeways, unenclosed porches, terraces, attached garages, attached sheds or utility rooms.
- j. In all zoning districts, except the CBD and PID Districts, the required front yard setback shall not be used for off-street parking, loading or unloading, and shall remain as open space, unoccupied and unobstructed from the ground upward, except for landscaping, plant materials or vehicle access drives; unless use of the front yard setback for off-street parking is determined necessary by the Planning Commission due to the size and configuration of the lot.
- k. In all residential districts, the width of side yards which abut upon a street on the same side or on the opposite side of the same block, upon which other residential lots front, shall not be less than the required front yard setback for homes which front upon such side street.

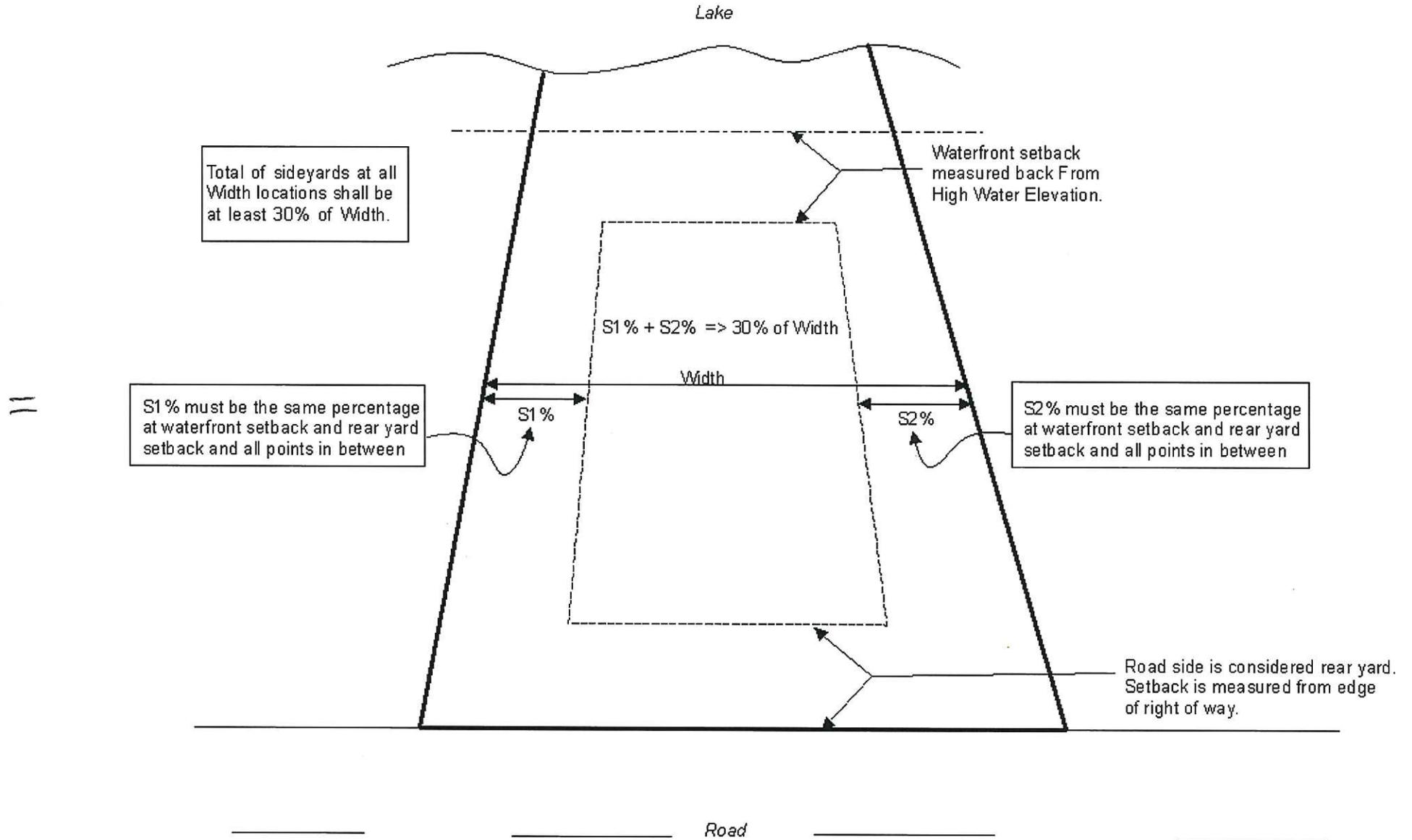
1. Setbacks

- 1) Waterfront Setback: For the purposes of this Ordinance the waterside of the structure shall be considered the front yard; except for docks, shoreline protection structures and walkways six (6) feet or less in width, all other structures shall be located a minimum of thirty-five (35) feet upland from the high water elevation as defined.
- 2) Wetland Setback: All structures or additions to existing structures shall be set back a minimum of twenty-five (25) feet from areas defined as wetlands in the Boyne City Comprehensive Plan.
- 3) Road Setback: For the purposes of this Ordinance the road side will be considered a rear yard and subject to the provisions of Article XX.

m. Height, area, lot coverage and yard regulatory is specified in Article XX of this Ordinance with the following exception: Within the area described as follows: from the edge of Lake Charlevoix along the centerline of West Michigan Avenue to the centerline of North Lake Street to the intersection of Lower Lake Street, building height shall be defined as the vertical distance measured from the highest point of the finished grade adjacent to the building (excluding berms, flower boxes, and other similar increases in elevation) to the highest point of the roof of the building (excluding chimneys, antennas, and similar items) and such building height in this area shall not exceed thirty (30) feet.

n. The minimum combined side yard setbacks for buildings and structures on waterfront parcels shall not be less than thirty percent (30%) of the width of the corresponding cross section of the parcel. The percentage used for each side yard setback shall be consistent along the entire length of each side yard. Additionally, side yard setbacks may not be less than the minimum setback as listed for the district as required by this section unless specifically allowed by other provisions of this ordinance. (effective: December 31, 2008)

10





City of Boyne City

MEMO

Date: January 5, 2018

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager 

Subject: Proposed Statement of Conduct

Attached for the City Commission's review and consideration is a proposed Statement of Conduct. A very similar statement was recently and first adopted by our neighbors to the north, Evangeline Township. It has also been adopted by the Boyne City Main Street program (copy attached) at one of their recent meetings.

The statement is basically a policy statement outlining how we suggest, hope and ask people in our community to engage each other. There are no mechanisms provided to enforce it.

RECOMMENDATION: That the City Commission review the proposed Statement of Conduct and adopt it if it feels it is appropriate.

Options:

- 1) Postpone the matter for further information or consideration.
- 2) Modify the recommendation and or statement.
- 3) Take no action on the matter.
- 4) Deny the request
- 5) Other options as determined by the City Commission.

How we treat one another

We are committed to encouraging, creating and sustaining an environment that honors the inherent dignity of every member of our community. Respectful behavior should always be the norm in all forms of communications and in all situations.

As a community:

- We welcome a diverse range of perspectives and opinions and uphold the importance of civil debate.
- We fully support the free exchange of ideas and beliefs, as well as the expression of provocative or less popular ideas.
- We believe that only through the process of open and honest dialogue can we generate knowledge and deepen our mutual understanding.
- We believe all members of the community have a responsibility to behave in a manner that does not harm others and shows respect for those with different opinions.
- Behavior that attacks, humiliates, belittles or conveys personal hatred toward others diminishes our thriving and safe community environment.
- Everyone is asked to do their part in creating a healthy and positive community and a culture that truly values each person's uniqueness, experiences and perspectives.

We can disagree without being disagreeable.



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CITY OF BOYNE CITY
TENTATIVE BUDGET SCHEDULE
Fiscal year 2018/2019

Thursday, January 4, 2018

Budget documents are distributed to Department Heads

Thursday, January 4, 2018 through Monday, February 5, 2018

Department Heads prepare budgets during this time period. Information is available through the City Manager, City Clerk/Treasurer. Review estimates prepared.

Monday, February 5, 2018

FINAL DAY FOR DEPARTMENT HEADS TO SUBMIT COMPLETED REQUESTED BUDGET FIGURES TO CITY MANAGER.

Monday, February 12 through Monday, February 26, 2018

City Manager reviews budgets with the Department Heads and determines tentative departmental amounts.

Monday, February 19, 2018

Planning Commission Meeting to review Capital Improvement Plan.

Tuesday, March 13, 2018

City Manager submits 2018/2019 Budget to City Commission - Budget Overview

Tuesday, March 20, 2018

Budget Review session with City Commission.

Thursday, March 22, 2018

Reserved for continued budget review sessions if necessary.

Tuesday, April 10, 2018

Public Hearing and consideration of adoption of 2018/2019 Budget and Annual Appropriations Ordinance. Adopt proposed millage rate, and Fee Schedule.

Tuesday, April 24, 2018

City Commission consideration of final amendment approval for 2017/2018 Budget.

Tuesday, May 1, 2018

FYE 2019 BUDGET GOES INTO EFFECT



City of Boyne City

MEMO

Date: January 5, 2018
 To: Mayor Neidhamer and the Boyne City City Commission
 From: Michael Cain, City Manager *MC*
 Subject: Joint Board and Commission Meeting +

As I reported at the Commission's November 14th meeting Boyne City has traditionally conducted a number of meetings to help insure that we are operating as efficiently as possible as individuals, an organization, a community and a region. Since then we've held the Commission Orientation with Caroline Kennedy. Below please find updates on the other three we discussed earlier for your review and consideration.

A) Joint Board and Commission Meeting. Once a year the City Commission and all our Boards and Commissions meet to share the progress and challenges that are being faced. This helps ensure we are working in a united manner in a common direction and hopefully not at cross purposes.

I suggest we consider scheduling that meeting for 6:00 p.m. on Thursday, February 8th, but other dates are possible. I have contacted the leaders of the Boyne City Public Schools, the Boyne District Library and the Boyne Area Chamber of Commerce to check on their availability and if they had any suggestions for a central topic in addition to the general board reports. I will let you know at the meeting what feedback I receive.

RECOMMENDATION A: That the City Commission schedule a special work session on Thursday, February 8, 2018 at 6:00 p.m. in the Commission Chambers to hold our annual Joint Board and Commission meeting with a general topic of housing.

Options:

- 1) Postpone the matter for further information or consideration.
- 2) Modify the recommendation.
- 3) Deny the recommendation.
- 4) Other options as determined by the City Commission.

B) City Goal Setting Process: Commissioner Solomon and I have a meeting scheduled on the 11th to further discuss options for this process. At this point I would hope to be able to provide you a recommendation on this matter at our January 23rd meeting. If you have any further suggestions please let me know.

C) Countywide Leaders Summit: The date for this meeting is tentatively set for Monday, February 26th at 6:00 p.m. The topic of housing is among those being discussed for this group as well. I have offered that we host it here this year. More on this matter will be coming shortly and no action is required today. General suggestions are welcome for this as well.

I have reattached my original memo on this subject for your reference.

If you have any questions or comments regarding anything related to these topics, please let me know.



City of Boyne City

MEMO

Date: November 10, 2017

To: The Boyne City City Commission

From: Michael Cain, City Manager *Mc*

Subject: Upcoming Meetings

Traditionally, Boyne City has conducted a number of meetings to help insure that we are operating as efficiently as possible as individuals, an organization, a community and a region. I would like to remind the City Commission about those meetings and possibly set dates for those the City Commission wishes to continue. I'll address them in my recommended order of occurrence.

A) City Commission orientation/training. After each City Commission election we look at options to help bring the new Commissioners up to speed and refresh existing Commissioners as well. Such sessions deal with issues such as: the Open Meetings Act, the Freedom of Information Act, Forms of Government (we are a Commission-Manager form), Roles and Responsibilities and Parliamentary Procedures. There are three main options that I am aware of for this.

- 1) Go to a Michigan Municipal League ((MML) a statewide organization servicing the needs of most Cities and Villages across the State of which we are a member) regional training program. The closest session they have is their Newly Elected Officials Training program on Tuesday, December 6th in Cadillac. The session starts and 6pm, runs for about 3 hours and costs \$95 per person (plus travel and related costs).
- 2) Have the MML hold the training here. We could schedule an available date we like and possible invite other communities to participate with us as well. The cost for this would be \$1,500. We have not yet received a set of possible dates from them.

For both 1) & 2) the MML has indicated that their General Counsel Bill Mathewson would be the facilitator. We have used both 1) and 2) in the past.

- 3) Have someone else hold a training session here. In doing a local training session here most recently thru the MML they sent their then Northern Michigan Staff representative Caroline Kennedy here. She was well received by the City Commission at that time. That was a few years ago and since then she has moved more directly into local government and is the City Clerk/Assistant Village Manager in Elk Rapids. I contacted her to see if she would be willing to hold such a session for us and she is. Her cost would be \$500. There may be others who could provide this type of session but given Caroline's willingness, experience and cost I have not explored this further.

Out of the options above I think 3) is our best choice. I think it would be good if we can make this available on a date with all of the City Commissioners. Cindy and I would participate as well. Caroline could tailor the program to deal with any specific issues we may have. While Caroline is willing to allow us to invite other communities as well in this instance I would recommend that we keep it to our City Commission so we can focus on issues unique to us and use it as an opportunity to help develop our new team.

Ms. Kennedy has suggested that we hold our session on either one of two Fridays, December 1st or 15th starting at 12:30 and running for about three and a half hours. Other dates and times could be considered if neither of those work for the City Commission. We could have lunch brought in or just snacks.

RECOMMENDATION A: That the City Commission authorize the City Manager to hire Caroline Kennedy of Elk Rapids to conduct our City Commission orientation at a cost of \$500 at a special work session on Friday, December 1, 2017 with lunch provided at noon and the program starting at 12:30 p.m.

Options:

- 1) Postpone the matter for further information or consideration.
- 2) Modify the recommendation.
- 3) Deny the recommendation.
- 4) Other options as determined by the City Commission.

B) Joint Board and Commission Meeting. Once a year the City Commission and all our Boards and Commissions meet to share the progress and challenges that are being faced. This helps make sure we are working in a united manner in a common direction and hopefully not at cross purposes. In the past we have also invited and had representatives from the Boyne City Public Schools and the Boyne Area Chamber of Commerce attend. The last such meeting was held on January 17, 2017. The minutes from that meeting are attached.

I would suggest that we look at scheduling that meeting for 6:00 p.m. on Thursday, December 14th. We could possibly consider dates the following week, possibly Tuesday, December 19th or Thursday the 21st but I am a bit concerned that might be a bit too close to the Christmas holiday for some of us last minute shoppers. The Commission could also consider moving this meeting to January of the new year as well.

RECOMMENDATION B: That the City Commission schedule a special work session on Thursday, December 14, 2017 at 6:00 p.m. in the Commission Chambers to hold our annual Joint Board and Commission meeting.

Options:

- 1) Postpone the matter for further information or consideration.
- 2) Modify the recommendation.
- 3) Deny the recommendation.
- 4) Other options as determined by the City Commission.

C) City Goal Setting Process: One of Boyne City's strengths I believe has been our use of our Goal Setting process to help determine the priorities of our community. The tools has been used by Boyne City for about some 20 years. For the last 15 years we have conducted these sessions every other year after a City Commission election. We have used various processes over those years to review the past goals, the progress or lack of progress we have made in certain areas and then determining our new goals for the next two or more years. In the past we have primarily gotten great assistance from the MSU Extension and the Northern Lakes Economic Alliance (NLEA) in conducting these sessions. The last few years we have had a two-step process where a physical meeting was held at the St. Matthews Parish Hall and then an online and paper process for those who could not attend the physical meeting. Between the two we have had over 400 people from our community participating in the process. Recently several of us, including frequent goal setting facilitator and new City Commissioner Dean Solomon met to discuss ideas to build on and improve our process. Attached are 3 options on the matter as fine-tuned by the NLEA after our meeting. One of the biggest suggestions, included in options #2 and #3 from the NLEA, is the possibility of holding a summer event to conclude the process when we have

more possible participants to draw from and hopefully include. That has always been a challenge for us as we've held these sessions in the past in the winter after the election and before our spring budgeting process to try and tie all those functions together better. We are hopeful these hybrid options will give us enough guidance to help us in the upcoming budget while still providing a more inclusive process.

RECOMEMNDATION C: That the City Commission authorize the City Manager to work with appropriate interested parties to develop a goal setting process to begin in January 2018 and include a new summer community element and report back with a final recommendation on a specific date and format.

Options:

- 1) Postpone the matter for further information or consideration.
- 2) Modify the recommendation.
- 3) Deny the recommendation.
- 4) Other options as determined by the City Commission.

D) Countywide Leaders Summit: Some 10 or so years ago Boyne City called together elected and appointed officials from the County, Cities, Village and Townships of Charlevoix County for a face to face meeting on topics of common interest. That meeting has been held annually ever since and kind of serves as a Joint Board and Commission meeting for the entire county. Over the last few years we have received help in this process from Melrose Township. We would look to hold this meeting in late January or February after starting our Goal Setting Process.

RECOMEMNDATION D: That the City Commission authorize the City Manager to work with appropriate interested parties to develop the 2018 Countywide Leaders Summit to be held in late January or February 2018.

Options:

- 1) Postpone the matter for further information or consideration.
- 2) Modify the recommendation.
- 3) Deny the recommendation.
- 4) Other options as determined by the City Commission.

I have packaged these items together so you can see hopefully how they all work together and can then decide if you want to continue, change, add or delete items to this package.

If you have any questions or comments regarding anything related to these topics, please let me know.



Share this page

You Won! Now What? Newly Elected Officials Training

This newly elected officials training consists of core topics that will help educate first-time elected officials, as well as seasoned officials, on the basic functions they will need to know in their roles as public leaders. Topics include: introduction to League services; an overview of basic local government; roles and responsibilities of elected officials; Open Meetings Act (OMA); Freedom of Information Act (FOIA); lobbying 101; and a panel discussion with seasoned elected officials.

Cost Per Person

League Member, \$95

League Nonmember Government, \$155

About the Speakers

League Staff & Experienced Elected Officials

Agenda

Check-in & light dinner 5:30 pm; Begin 6:00 pm;

Adjourn 9:00 pm

Location Information

Baker College

9600 E. 13th St.

Cadillac, MI 49601

Education Credits Approved For This Program

3 EOA

To Register

To register online, login to the right, and then click the "Register Myself" or "Register Someone Else" button below.

[Click here](#) for a faxable registration form.

Price: 95.00

When: 12/6/2017 - 12/6/2017

Where: Baker College
9600 E. 13th St
Cadillac, MI 49601

My Registration Status: Not Registered

**JANUARY 17, 2017
JOINT BOARD AND
COMMISSION MEETING**

RECORD OF THE PROCEEDINGS OF THE JOINT BOARD AND BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT CITY HALL, 364 NORTH LAKE STREET, ON TUESDAY JANUARY 17, 2017 AT 6:00 PM

CALL TO ORDER

Mayor Tom Neidhamer called the meeting to order at 6:00 PM followed by the Pledge of Allegiance.

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

Staff: Mark Fowler, Andy Kovolski, Scott McPherson, Cindy Grice, Michael Cain, Jeff Gaither, Kevin Spate and Barb Brooks

Others: There were 7 citizens in attendance,

Review of City Goals

City Manager Cain and Mayor Neidhamer welcomed those in attendance. The goals set in 2016 were discussed. Housing Diversity/Economic Development/Parks and Recreation Programs were the three goals determined following a goal setting session and subsequent surveys.

Election Commission

Clerk / Treasurer Cindy Grice discussed the roll of the 3 members of the election commission. They meet prior to each election to approve that election's inspectors. There were 4 elections in 2016. 1,971 ballots were cast in the November general election.

**Economic Development
Corporation / Local
Development Finance
Authority**

Ralph Gillete said there was an ownership change in 2016 where a long vacant building was purchased. The TIF plan is expiring for the LDFA and the renewal is in process. Businesses in the park are concerned with workforce housing.

**Compensation
Commission**

Cindy Grice spoke for this Commissioner. They meet every odd numbered year to discuss and recommend possible changes to the City Commissioner's annual compensation. In 2015, the board chose to keep the compensation the same as the 2013 levels, which were increased for the first time since 2001. All members of the Compensation Commissioner expressed gratitude to the Commissioner's for their hard work and all agree that the compensation is not nearly enough for what they do. There is currently a vacancy on the board.

**Historical District
Commission**

Jeff Wellman said their board discusses the exteriors of properties in their district which is on Pearl Street. The most current project is 417 Boyne Avenue that has been completed and now occupied.

Historic Commission

Commissioner Laura Sansom discussed the board is currently working on the new museum space in the new facility. There has been a group visiting other museums throughout northern Michigan. They are also working on the celebration of the 100th anniversary of the 1917 LaFrance fire truck.

**Boyne City Housing
Commission**

Housing Director Jane MacKenzie discussed the units they have available at Litzenburger Place, Deer Meadows and other housing throughout the community. They are currently working on getting 7 acres rezoned for future development.

City Manager Cain spoke for the Main Street Board. The new director will be arriving and will start on January 20th. Main Street is rolling out the Main Street Refresh program. We are a master level Main Street Community Building. The Boyne Thunder event is bigger and better than ever. There is not enough marina capacity and the Boyne Thunder committee has pledged to work with the marina to add dockage space to provide dockage space for 10 boats.

Main Street Board

Boyne Area Chamber Director Ashley Cousens said at their next meeting, there will be a representative from Stiggs Brewing along with Jane MacKenzie from the Housing Commission.

Team Boyne /

Mike Sheean said 2016 was a busy year. Prospects of purchasing the Open Space, completing the Boyne on the Water master plan, re-establishing the Play Ground in Veterans Park, plans for the new Pavilion, working with Main Street and Trail Town for a plan for new trails into Boyne City from Charlevoix and Boyne Falls, working with TOMMBA as they develop Bike Trails, working with the airport board to develop a trailhead, developed a new entry to Avalanche from Division Street, working with the Friends of Avalanche to add new signage and working with Boyne Valley Township to develop the Boyne Valley trailway were the major projects along with soliciting and securing several grants to assist in these projects.

Parks and Recreation Commission

Planning Director Scott McPherson discussed the board is looking at square footage of houses and group day care standards within the ordinances. Medical marijuana is also being looked at again.

Planning Commission

Scott McPherson this board is charged with the review and interpretation of the ordinance.

Zoning Board of Appeals

Richard Bouters said there is currently a vacancy on this board. There are 33 hangars and they are hearing that there are people interested in building more hangars. The courtesy car is well used and received. The Master Pilot award will be given to Leon Jarema who has logged 54 years and 16,000 hours of flying. Guidelines were adopted for model airplanes and unmanned aircraft. The runway lines and numbers were recently repainted.

Airport Advisory Board

Oral Sutliff spoke for this board. There are three members who convene every March to hear citizen's appeals on their property values.

Board of Review

Library Director Cliff Carey said the library is open 64 hours per week. 7,300 people were served. 4 townships are covered alone with the City. There are 55,000 books in their collection with access to 14,000 items. They have a Business Recourse center, community rooms, 175 children's programs and a 3D printer. There were 80,000 visits last year. The library is looking to add more space.

Boyne District Library

City Commissioners

Mayor Tom Neidhamer said we are at 22 projects this year. Collectively, this is a reflection that we are not sitting still and are still raising the bar. Mayor Pro-Tem Towne said this been a busy year and thanked everyone for keeping Boyne City moving forward.

Boyne City Public Schools

Superintendent Patrick Little said there are two new board members this year. They are working to develop new strategic plans. Marking Boyne City and schools work hand in hand. He is proud of the progress staff makes with students and the progress the students themselves make. They are seeing college acceptance letters trickle in. They are also looking to grow vocation programs. 1,388 K-12 students are currently enrolled.

Boyne Area Chamber of Commerce

Director Ashley Cousens said the board has set their new goals. She is excited to work with the approximately 365 members. The new website was launched in the fall. They are always looking for volunteers. Board President Mike Doumanian said they are really lucky to have Ashley. She is a great addition to the tea. It should be an exciting year.

Staff Comments

Assistant Police Chief Kevin Spate discussed the core values of the department. They are discussed at every department meeting. Programs for their department include Cops and Donuts at the High School, Coffee with a Cop, safety in the library, day officers have lunch and recess with students. There have been tabletop drills with the schools. We have a new bike and officer trained, thru donations. The training we have had has been implemented. Mcoles is now being tasked with how to foster better communications with communities. There is a statewide survey addressing this and is currently available.

Harbormaster Barb Brooks said we are looking at funding improvements to the marina. We have engaged with an engineering firm for the first phase of the expansion. We are still investigating floating wave attenuators.

Planning Director Scott McPherson said zoning permits were up over the previous year, with more single family dwellings. There were two hearings for depilated houses.

Water/Wastewater Director Mark Fowler said we are now accepting sewer from Sommerset. Gary Dunlop is retiring in March. Mark has recently been appointed by Governor Snyder to the Public Health Advisory Committee.

Clerk / Treasurer Cindy Grice said we have a new team member, Jane Halstead who has hit the ground running. We are preparing for a very exciting time with our move to the new facilities this summer. The City has applied for an award for financial reporting thanks to the assistance of all departments as well as information from the Boyne City Schools and Boyne District Library.

ADJOURNMENT

City Manager Cain said we continue to see the value of partnerships and relationships with the School, Library and other organizations.

Moved by Mayor Neidhamer, seconded by Mayor Pro Tem Towne to adjourn the Joint Board and City Commission meeting of January 17, 2017 at 8:51 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer



2016 / 17 City-wide Goals

Housing Diversity

Conduct Needs Assessment

Community Housing Forum

Facilitate and Support Opportunities

Economic Development

Recruitment and Retention

Attract (stay current)

Infrastructure

Parks & Recreation

Community / Program / Staff Coordination

Boyer on the Water

Marina Project

Improve and Expand

Purchase Open Space

Pavilion Project

City of Boyne City
Community Input 2018 - Process Options

Boyne City has established a tradition of gathering civic-minded people together to discuss issues the City should be addressing. This every-other-year process has evolved and now includes an online survey component to encourage more participation. In 2016, the community meeting had 41 attendees; the online survey had approximately 450 participants. Both the online survey and the community meeting included questions about residence.

For the 2018 goal setting process, staff is requesting that the City Commission choose one of the following options. The Northern Lakes Economic Alliance will be assisting the City in our efforts to determine the goals for our community.

Option #1 – same as the 2016 process

- A community meeting would be held on a weeknight in early 2018.
- Information gathered during the meeting would be used to create questions for an online survey that would be distributed in late spring.
- Results of both the meeting and the online survey would be presented to the Commission in the summer.

#1 Variation: Distribute the online survey in January and hold the community meeting in late spring.

Option #2 – same as the 2016 process plus a summer event

- A community meeting would be held on a weeknight in early 2018.
- Information gathered during the meeting would be used to create questions for an online survey that would be distributed in late spring.
- A summer event at the Veteran's Park Pavilion would be held that also allows attendees to complete a citizen input survey.
- The results of both the meeting, the online survey, and the summer event would be presented to the Commission in the fall.

#2 Variation A: Distribute the online survey in January & hold the community meeting in late spring.
#2 Variation B: Eliminate the early 2018 community meeting.

Option #3 – online survey plus a summer event

- In January 2018 distribute an online survey to gather citizen input about the City's top issues (paper versions would be available at City Hall, the library, and other locations).
- In March, distribute an online survey (with a paper version also made available) that asks participants to prioritize the issues that were determined as the top 10 in the January survey.
- A summer event at the Veteran's Park Pavilion would be held and would include discussions about the top three goals identified in the surveys.
- Results would be presented to the Commission in late summer or early fall.

Though there are pros and cons to each of the above options, each would result in the Commission receiving a report of the results, at which point the Commission could either accept the goals as stated or discuss the goals and direct staff regarding modifications.

January 2018

January 2018							February 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28			

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
January 1, 2018	2	3	4	5	6
City Offices Closed	City Offices closed		6:00pm Parks & Rec		
New Years Day					7
8	9	10	11	12	13
12:00pm EDC/LDFA	8:30am Main Street Board mtg. 7:00pm City Commission				14
15	16	17	18	19	20
Martin Luther King Day (United St 5:00pm Planning Commission					21
22	23	24	25	26	27
	12:00pm City Commission		5:30pm Airport Advisory Board		28
29	30	31			

February 2018

February 2018							March 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3					1	2	3
4	5	6	7	8	9	10	4	5	6	7	8	9	10
11	12	13	14	15	16	17	11	12	13	14	15	16	17
18	19	20	21	22	23	24	18	19	20	21	22	23	24
25	26	27	28				25	26	27	28	29	30	31

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

March 2018

March 2018							April 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			March 1 6:00pm Parks & Rec		
5	6 8:30am Main Street Board mtg. 5:00pm ZBA	7	8	9	10
					11
12 12:00pm EDC/LDFA	13 7:00pm City Commission	14	15	16	17 Saint Patrick's Day (United States)
					18
19 5:00pm Planning Commission 7:00pm Historical Commission	20	21 MML Capital Conference	22 5:30pm Airport Advisory Board	23	24 Boyer City Schools Spring Break
					25 Boyer City Schools Spring Break
26	27	28	29	30	31 Boyer City Schools Spring Break
	12:00pm City Commission				

April 2018

April 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					April 1 Boyne City Schools Spring Break
2 Boyne City Schools Spring Break	3 5:00pm ZBA	4	5 8:30am Main Street Board mtg. 6:00pm Parks & Rec	6	7
					8
9 7:00pm City Commission	10	11	12	13	14
					15 National Volunteer Week Tax Day (United States)
16 5:00pm Planning Commission	17	18 National Volunteer Week	19	20	21
					22
23 12:00pm City Commission	24	25	26 5:30pm Airport Advisory Board	27	28
					29
30					