

Approved: _____

**Meeting of
 OCTOBER 3,
 2013**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, OCTOBER 3, 2013 AT 8:30 A.M. IN THE COMMISSION CHAMBERS AT CITY HALL, 319 NORTH LAKE STREET

Call to Order

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

Roll Call

Present: Jodie Adams, Bob Carlile, Michelle Cortright
 Larry Lenhart, Pat O'Brien, and Rob Swartz

**Meeting
 Attendance**

Absent: Michael Cain (arrived at 8:47 am), and Jim Jensen
 Robin Berry Williams

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

Public: None

Excused Absence

Carlile moved, Adams second PASSED UNANIMOUSLY to excuse the absence of Jim Jensen.

**Approval of Minutes
 MOTION**

Adams moved O'Brien second PASSED UNANIMOUSLY to approve the September 5, 2013 meeting minutes

Citizens Comments

None

Correspondence

None

**Main Street Committee
 Reports**

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

- Boyne Thunder: The board received and reviewed a copy of the Profit & Loss previous year comparison (received and filed). Boyne Thunder accommodated 82 boats this year. This was the first year that Main Street has agreed to a 10% portion going to Challenge Mountain.
- Stroll the Streets wrapped up its 10th season on Friday, August 30th. Overall it was another great summer.
- The Farmers Market hosted its second annual Friends Farm Meal and it was another successful event. Money raised from the evening will help pay for improvements to the winter market and to support other market initiatives. The outdoor market season continues through October and then will move indoors to the red building next to the library.

Promotions

- The Boyne City Harvest Festival is this Saturday, Oct. 5. The 100 and 200 blocks of Water Street and the 100 block of Lake Street will be closed. The farmers market will move downtown for the day and be joined by many other art and craft vendors.

- The Farmers Market will move indoors starting the first Saturday in November. The Boyne District Library is allowing the market to use its red building. Hours for the indoor market are 9 a.m. to 1 p.m.
- Plans are underway for two retail events in November. Earlier than the Bird is Saturday, Nov. 23, and the Holiday Open House and Christmas Parade is Friday evening, Nov. 29.

Design

- A few weeks ago information was received about a Certified Local Government Grant available through the State Historic Preservation Office and Main Street submitted a proposal for a downtown historic walking tour brochures and signage for the new National Register Historic District. The proposal is due October 1 and once we receive comments back from SHPO we will complete a grant application which is due in early December.
- 2013 Holiday Decorations: The Decorations committee met with the new owner of Michigan Decorations. This year's decorations will look very similar to last years' with a few minor adjustments. This is the last year of a three-year contract.

Organization

- The board terms of Michelle Cortright and Bob Carlile are expiring. The deadline for candidates to submit an application is December 16.
- The committee discussed the annual planning session and appointed Lori Meeder and Conklin to work out the details.
- In your meeting packet is a copy of the Boyne Thunder participant survey (received and filed). The committee met Sept. 26 and will be starting to prepare for the 2014 event.

Team Boyne – Creating Entrepreneurial Communities (ER committee)

One guest in attendance was Jerome Fine, who owns an 11-acre parcel on M-75 across the street from Boyne City Lanes. He is interested in developing the property and was soliciting opinions from the group.

MANAGERS REPORT

- The work on the boardwalk is complete.
- The Thirsty Goat is closed for the season.
- The Grain Train hopes to be open by the middle of November
- Farm Bureau Insurance has a new owner
- Retail specialist Susan Shaddox will be here October 21 and 22nd and the public presentation will be held at 6:00 p.m., October 21 in the community room at the library.

UNFINISHED BUSINESS

Art Bike Racks

Four bids were received and reviewed by the Design Committee at its September meeting. Due to the nature of the project, the bids received included a variety of options and range of prices. Considering all those factors, the low bid was received from PIW Corp., of Chicago and Gaylord. PIW's base bid was \$4,340. Members of the design committee met last Thursday with John Shepherd, vice president of the company, to review details of his proposal. Modifications were suggested although the cost is not expected to change. The four bike rack designs are a fork, apple, row of books, and a juggler. After meeting with Mr. Shepherd the committee is recommending not using the juggler due to safety concerns. In its place the committee is considering a new design, and is leaning toward a music cleft. All those details should be worked out soon. Main Street received a \$1,500 grant from the Northwest Michigan Council of Governments and has \$2,500 in the 2013-14 budget for the project. Placement of the bike racks was discussed, with possible sponsorships to help offset the cost. The goal is to have these in place by March

MOTION

2014. **Adams moved, Cortright seconded PASSED UNANIMOUSLY** to approve up to \$6000 of our funds/and or outside contributions for this project.

Food Trucks

At the September Main Street board meeting, a committee consisting of assistant city planner Annie Doyle, Jim Baumann, Becky Harris, Michelle Cortright and Hugh Conklin was appointed to gather information and a possible strategy for dealing with Food Trucks. The committee met and discussed what strategies we can use to begin a community discussion on food trucks and how the city could possibly regulate them. Included in your packet is some information for you to review. Assistant city planner Annie Doyle shared a power-point presentation regarding food trucks that was put together by the Main Street Manager of Ferndale, Mi. The board discussed the pros and cons of food trucks in our downtown. It was suggested to have a "Food Truck Rally" in conjunction with one of events/festivals that we already have established. The board felt the issue should go to the City Commission to receive their input/feelings on food trucks before the committee moves forward.

Veterans Park Pavilion

Three proposals were received for the pavilion project and interviews are planned for next week. Serving on the pavilion project committee are Mike Cain, Dean Solomon, Becky Harris, Andy Kovalski, Jerry Swift - a member of the Parks and Recreation Commission, and Hugh Conklin. The Michigan Economic Development Corporation has approved up to a \$12,500 grant to assist with the project. The grant requires a dollar-for-dollar match. A key component of this process will be a multi-day community Charrette, which we hope to have completed before Thanksgiving.

NEW BUSINESS

Trail Town

With the pending construction of the Boyne City-Charlevoix bicycle trail and the progress being made on non-motorized trail between Boyne City and Boyne Falls, there is much anticipation about Boyne City becoming a cycling destination. That was the purpose of a meeting held recently with LIAA (Innovative Ideas for Sustainable Communities) and a representative of the Northwest Michigan Trails Council. They wanted to share the concept of becoming a Trail Town and what positive impact it could have on Boyne City. It looks like a good fit for the community but at this point we are not asking for your support of Boyne City becoming a Trail Town. Rather, we want to know if there is enough interest on the Main Street board to learn more about the concept (which is also being presented to the Parks and Rec Commission). If there is, a joint meeting with the Parks and Rec Commission along with an invitation to all interested residents would be scheduled to hear a presentation by Harry Burkholder, a planner with LIAA about the Trail Town concept. Main Street Manager Conklin will set a date for the meeting and inform the board.

Main Street Annual Planning Session

The Organization committee is working out details of the annual Main Street Planning Session. Two dates are preferred at this time: Nov. 11 or Nov. 13. After board discussion, Main Street Manager Conklin will try to come up some different dates with hopes most of the board will be able to attend.

Farmers Market Committee

Main Street has two seats on the Farmers Market Committee and the term of Jodie Adams is expiring. Jodie has been a thoughtful and engaged member of the committee and hopefully she is willing to continue to serve for another three years.

MOTION

Cortright moved O'Brien seconded PASSED UNANIMOUSLY to appoint Jodie Adams to the Farmers Market Committee for a term of three years.

GOOD OF THE ORDER

The City submitted an application to the MEDC for the current round of DIG funding for the reconstruction of South East Street from Main to Ray and Ray Street. We created a letter of endorsement for the Community Foundation Grant application for WATCH Bike Share program funds. The City submitted a PlacePlans letter of interest for Sunset Park area improvements. The folks working on the South Lake Street development project are tentatively

planning a return visit on October 16th and 17th.

**ADJOURNMENT
MOTION**

Adams moved O'Brien seconded PASSED UNANIMOUSLY to adjourn the October 3 2013 meeting of the Boyne City Main Street Board at 10:09 am.

Karen Seeley, Recording Secretary