

Approved: 8-1-2013

**Meeting of
 JUNE 6, 2013**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, JUNE 6, 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 8:31 a.m.

Roll Call

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

**Meeting
 Attendance**

Absent: Robin Berry Williams

City Staff: Main Street Manager Hugh Conklin and recording secretary Karen Seeley

Public: There were two people in attendance

**Approval of Minutes
 MOTION**

Carlile moved, Adams second PASSED UNANIMOUSLY to approve the May 2, 2013 regular 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:

- Stroll the Streets sponsorships are about \$3,500 shy of their goal.
- Boyne Thunder planning is going well. The one issue is the availability of slips at the Harborage for boats from the city marina.
- The Design Committee received the support of the Planning Commission for the art bike rack concept. It will be presented to the City Commission for approval at its June 11th meeting.

Manager's Report

Main Street Manager Conklin reported on:

- Our maintenance enhancement employee this summer is Brett Baxter. He started the week before Memorial Day and will continue through the summer.
- The Boyne Valley Garden Club has done its work in the downtown flower planters. Mark Contrucci of Mark C's Trees will be maintaining the flowers again this summer.
- Attended the Michigan Main Street Quarterly training in Grand Haven on Tuesday. The training was on Historic Preservation Tools.
- The proposal to allow alcohol service at sidewalk cafes was presented to the city commission last week. Even though the proposed change was supported by the planning commission, Main Street board, and chamber board as well as the police chief and city manager, a motion to approve a first reading of the ordinance to allow alcohol service failed to receive a second.

- The 2013-14 downtown map and guide is being delivered to the printer on Friday and will be available for distribution by the end of the month.
- Hugh will be away on vacation on two occasions this month. I will be out June 14-18 the week of June 24.

New Business

River Walk Maintenance:

The river walk needs regular cleaning and sealing. It was the summer of 2011 when the river walk was last power washed and sealed and the railing touched up. The work was done by Performance Painting. This summer, the river walk needs maintenance again. Two proposals were received for the work from the same businesses that submitted proposals in 2011. Verbal proposals were received from both, but received a written proposal from one of the contractors. For the fiscal year 2013-14, \$2,500 was budgeted. The bid from Performance Painting (received and filed) included a high pressure wash and apply stain/wood sealer to wood decking \$1,400 Power sand, apply epoxy primer and finish coat of PPG Pit thane urethane finish in color and sheen to match \$3,500. Board discussion regarding the bid and the most cost effective way to continue the maintenance of the boardwalk. **Adams moved Cortright second, PASSED UNANIMOUSLY** to award the contract to Performance Painted to clean and seal the wood decking and touch up the railing for an amount up to \$2000.

MOTION

Lake Street Market- Request for Streetscape Improvement:

Lake Street Market has requested permission to replace the grass area in front of its business between the sidewalk and the curb with stamped concrete, similar to what was used at the Veterans Park Memorial. In reviewing the request with department heads, there was concern that stamp concrete is hard to match if ever in the future there was a need to replace underground utilities. They are aware of this and willing to take the risk. Liz Glass co-owner was there to answer any of the board's questions. Board discussion on continuity in the DDA. This should look like an extension of what we have in the downtown. Are there different tones that would match the brick downtown? Ken Kruzel should be in this discussion as well, as he has approached the city for brick pavers in front of his complex. **Adams moved O'Brien seconded PASSED UNANIMOUSLY** that Liz, Ken Kruzel and the Legion work with the design committee to work on a design that would fit with the downtown streetscape.

MOTION

Historic Mural:

For the past couple of years, the Design Committee has been talking about developing a historic mural program within the Main Street / DDA district primarily in the downtown area. The purpose of the mural program is to celebrate the community's historic past and to bring a "sense of place" to Boyne City. The proposed murals would be 12'x16' banner attached on a frame and hung on the highly noticeable side of a downtown building. The banner cost is \$625 plus \$870 for the frame. Installation is estimated at \$2,500 making the total cost \$3,995. If the program moves forward, the Design Committee would recommend the side of the Northwestern Bank building for the first mural. The wall is highly visible and the open space works well for the banner. Two photos are under consideration by the committee.

The board reviewed the two possibilities for the mural. Jodi Adams stated that she could do the mural for \$750-\$1000, on an aluminum panel then attach to the wall. The board liked the photo of the three boats. Board consensus is to move forward with the mural.

Farmers Market Grant Opportunity: Requests for Proposals is being sought for the MEDC's Farmers Market Grant Program. This one time

allocation will require a minimum 50/50 cash match. The match can be provided by the community, or a private or non-profit source. Application are due buy July 1, 2013 at 3:00 p.m. and project will have a completion date of May 31, 2014. Board discussion on selecting a project, there is \$7,000 in the Farmers Market reserve fund, maybe \$10,000 for the match. We will need to submit a well-defined and focused project. Suggestion of converting the Veteran's Park Pavilion into a year round Farmers Market site. We would be enhancing what we already have there. There is extra scoring for local commitment and documented match. Adams stated that the Wood Shop would make a sign with "in kind" funds. **Cain moved Adams seconded PASSED UNANIMOUSLY** to submit the redevelopment of Veterans Park Pavilion for year round use for the Farmers Market along with other community activities and Boyne City Main Street will provide a \$1000 match.

MOTION

Main Street Administrative Staff: The board received a copy (received and filed) of the job description for the Administrative Assistant. This would be a contact employee and would not exceed 10 hours per week average. **Carlile moved Cain seconded PASSED UNANIMOUSLY** to support the position of the Administrative Assistant. Cain strongly encourages this position be advertised.

MOTION

July Main Street Meeting: The next Main Street meeting is scheduled for July 4th. The last two years it has been our practice to cancel the July meeting, taking into consideration Boyne Thunder, which is a big event for Main Street. **Cain moved Adams seconded PASSED UNANIMOUSLY** to cancel the July meeting of the Main Street Board.

MOTION

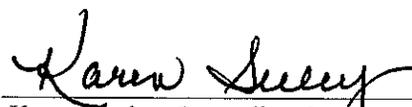
GOOD OF THE ORDER

MOTION

- Pat O'Brien informed the board of a video of Boyne City that Randy Calcaterra is planning, Some of the downtown businesses are willing to participate and help pay. He would like to include the entire community. He will start collecting videos this summer. **Cain moved O'Brien seconded PASSED UNANIMOUSLY** to authorize Main Street and the Promotions Committee to participate in the Boyne City video as outlined by Pat O'Brien and authorize \$1000 toward this multi-purpose project.
- Mayor's
- s Exchange with the City of Manistee is the 21st and 22nd of June. They will visit a Team Boyne Meeting, Stroll the Streets and the Farmers Market.
- MML's Place Making Conference will be held next Wednesday, June 12th in Mackinaw City.

ADJOURNMENT
MOTION

Cortright moved O'Brien seconded PASSED UNANIMOUSLY to adjourn the June 6, 2013 meeting of the Boyne City Main Street Board at 10:19 am.


Karen Seeley, Recording Secretary