



**Meeting of the  
BOYNE CITY  
PARKS AND RECREATION COMMISSION  
Thursday, January 11, 2018  
5:00 p.m. City Hall  
(Training/Mtg. Room - downstairs)**



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for each board*

1. CALL TO ORDER
2. ROLL CALL
  - A. Excuse absence(s)
3. APPROVAL OF MINUTES
  - A. Approval of the December 7, 2017 meeting minutes
4. CITIZENS COMMENTS (non-agenda items – limit to 5 minutes)
5. DIRECTOR'S REPORT
6. CORRESPONDENCE
  - A. None
7. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
  - A. Park Reports
  - B. User Groups
8. UNFINISHED BUSINESS
  - A. RFP – engineering / landscape architecture services for Avalanche entry & base of the hill
  - B. Potential projects for 2018
    1. Charlevoix County Parks Millage application(s) recommendation (up to 3 projects)
    2. Fiscal Year 2018/19 Budget Items/Projects
9. NEW BUSINESS
  - A. None
10. GOOD OF THE ORDER
11. ANNOUNCEMENTS
  - A. Next meeting is scheduled for February 1, 2018 @ 5 p.m.
12. ADJOURNMENT

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contact Boyne City Hall for assistance:  
Cindy Grice, City Clerk, 319 North Lake Street, Boyne City, Michigan 49712 (231) 582-0334*

ATTENDANCE RECORD  
Parks & Recreation Commission  
2017

Member	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Alexander, Lisa	P	P	P	P	E	P	X	P	X	P	P	P
Bowman, Jo	P	E	P	E	P	P	X	P	X	P	E	P
Conklin, Hugh	P	P	P	E	P	P	X	P	X	P	P	P
Litzenburger, Gow	--	--	--	--	--	--	--	--	--	--	P	P
Sheean, Mike	E	P	P	P	P	P	X	E	X	P	P	P
Smith, Tom	--	--	--	E	P	P	X	P	X	P	P	E
Sterling, Diane	--	--	--	--	--	--	--	--	--	--	P	P

P=Present  
A=Absent  
E=Excused

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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. River mouth bathrooms, 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

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### **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 1<sup>st</sup> 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. 11<sup>th</sup> and then 1<sup>st</sup> Thurs. of each month except July at 5 p.m. at City Hall.

**\*\*MOTION**

**Board Member Vacancy**  
(added to the agenda)

Recording Secretary Brooks supplied the board with a new board member application that had recently been turned in. The board reviewed the application and suggested that the applicant be invited to attend the next board meeting to get a feel for the board to make sure it is a good fit. No action was taken.

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**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

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**Adjournment**

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

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Barb Brooks, Recording Secretary