



Approved: 6/6/19 *JA*

Meeting of May 2, 2019 MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, MAY 2, 2019 at 8:30 AM CITY HALL, 319 NORTH LAKE STREET

Call to Order Chair Chris Bandy called the meeting to order at 8:32 a.m.

Roll Call Present: Jodie Adams, Chris Bandy, Michael Cain, Michelle Cortright, Patti Gabos, Becky Harris, Patrick Little, Pat O'Brien and Rob Swartz

Meeting Attendance Absent: None

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

Public: One

Then New Office Signage topic under Consent Agenda was moved to the last item under New Business.

Consent Agenda MOTION Cain moved, Swartz seconded, PASSED UNANIMOUSLY to approve the April 4, 2019 Main Street Board meeting minutes as presented to approve the 2019 Accredited member Sublicense Agreement to approve the holiday lighting contract with Hometown Decoration and Display to approve the contract with Michigan Barefoot Memories Photography Services

Citizens Comments None.

Correspondence Received and filed.

Committee Reports Organization Minutes received and filed. Michelle Cortright reviewed the highlights: The Main Street office has moved. The Organization Committee is recommending 3 weeks of paid vacation for Kelsie. It is recommended that we decline Michigan Main Street Technical assistance this year. A parking training session is coming up. Two board seats expire in January and potential successors were discussed. The concept of a comprehensive community-wide calendar was discussed. The next Organization Committee meeting is May 14th.

Promotion/Marketing

The new banner program for downtown continues. The bracket system is being upgraded. Six new banners have been ordered.

Design

The Committee is getting prices for the downtown historic signs in an etched format from Bruce Janssens.

Façade applications have been coming in – they are due today.

The Committee discussed the Lofts on Lake.

Economic Vitality/Team Boyne

Minutes received and filed.

Marilyn Crowley from Michigan Community Capital provided an overview (via Skype) of the updated plans for the Loft of Lake Street development. The discussion was in depth and many questions were answered.

Farmer’s Market

A new layout for the market in the park was designed.

The Market moves outside May 18th.

The Saturday market is full.

Director’s Report

Received and filed.

Unfinished Business

None.

New Business

Lofts On Lake Street

Lofts On Lake Street

Consideration to approve the resolution in support of the Lofts On Lake Street project.

Updated plans of the projected were included in the agenda packet. The Design Committee has met with representatives from the project and supports it. The project will go to the Planning Commission on May 20th for full site plan approval. The Main Street Board agreed to approve the resolution with two amendments to the resolution: Boyne Home Solutions should be changed to Boyne Housing Solutions and the project should be supported as of the April 15, 2020 plans presented.

MOTION

Cortright moved, Harris seconded, PASSED UNANIMOUSLY to approve the resolution in support of the Lofts on Lake Street project with discussed amendments.

Otwell Mawby Consulting Services

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Consideration to approve the proposal from Otwell Mawby in the amount of \$4,950 for consulting services related to the Lofts on Lake Street project.

The Lofts on Lake Street will be seeking financial incentives for their project including tax incentives through Public Act 210. Basically their tax payments would

remain at their current level. There would be no additional taxes on their development for up to 10 years. The tax abatement is necessary to make the project viable. Main Street would contract with Otwell Mawby to help guide us through PA210 process and look out for our interests.

MOTION

Cortright moved, Adams seconded, PASSED UNANIMOUSLY to approve the proposal from Otwell Mawby in the amount of \$4,950 for consulting services related to the Lofts on Lake Street project.

Boyne City Main Street Strategic Plan

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Consideration to adopt the Boyne City Main Street Strategic Plan.

Bob Thomas of the Michigan Chamber of Commerce provided Main Street with a written summary of the work done at the March 13th Main Street Strategic Planning session. Kelsie will take the plan to the various committees to see which items each committee will take on. It was suggested that we have a follow up meeting next year with Bob Thomas to see how we did with our action items.

MOTION

Cain moved, Swartz seconded, PASSED UNANIMOUSLY to adopt the Boyne City Main Street Strategic Plan as presented.

Vacation Time

Vacation Time for Kelsie-King Duff

Consideration to add 1 week of vacation time to the Executive Director's yearly allotments, as recommended by the Organization Committee.

Kelsie King-Duff requested an additional week of vacation time. She was scheduled to receive an additional week after working four years for Main Street. This would give her an extra week 2 years earlier than currently set up.

MOTION

Cortright moved, Gabos seconded, PASSED UNANIMOUSLY to add one week of vacation time to the Executive Director's yearly allotment.

Financial Report Review

The Financial Report was received and filed.

New Office Signage

New Office Signage

Consideration to approve the proposal from The Wood Shop for signage for the new Main Street office for up to \$2,200 for materials and labor.

A sign is needed for the new Main Street office. It has been coordinated with the Boyne Area Chamber of Commerce signage and the cost will be shared. The proposal for up to \$2,200 includes building signage and directional signage that

matches current signage. Kelsie will also update our google account and other social media sites with the new address.

MOTION

Cain moved, Little seconded, PASSED with Jodie Adams abstaining from the vote to approve the proposal from the Wood Shop for signage at the new Main Street office for up to \$2,200 for material and labor.

Good Of The Order

- The Chamber of Commerce has completed their move and they are up and running. They plan to hold an open house in conjunction with Main Street in early June.
- Today is the 14th anniversary for Pat O'Brien Real Estate's location at Park & Water Street.
- The closing for the 40 acre purchase on Erickson Road adjacent to the Boyne School Forest Trails is May 15th. This was a great collaborative effort between the Walloon Lake Trust & Conservancy and TOMMBA.
- Thank you to Charlevoix Landscape for their donation of office furniture to the Main Street office.
- The road project on M-75 has started. Paving is set to begin May 20th.
- There will be a public information meeting on the Lake Street paving project on May 8th. Front Street is also being repaired.
- Currently there are no plans for the old Chamber building. Its future is still being assessed.
- There will be an educational meeting on parking May 7th. Annika Norris who worked on the parking study last summer, will participate.
- Buff up Boyne is Saturday, May 4th.
- House Bill 4046 is being considered which would limit community input on rentals.

Motion to go into Closed Session

MOTION

Cain moved, Cortright seconded, PASSED UNANIMOUSLY to go into closed session regarding Attorney/Client Privilege document as provided in MCL 15.268 (h) of the Michigan Open Meetings Act (PA 267 of 1976) at 9:32 a.m.

Motion to Close the Closed Session

MOTION

Cortright moved, Cain seconded, PASSED UNANIMOUSLY to close the closed session and return to open session at 10:12 a.m.

Adjournment

Adams moved, O'Brien seconded, PASSED UNANIMOUSLY to adjourn the May 2, 2019 meeting of the Boyne City Main Street Board at 10:12 a.m.


Jane Halstead, Recording Secretary