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**Mission Statement:** *Through community partnerships and a shared vision for the future, work to keep downtown Boyne City vibrant and successful while preserving its historic heritage and supporting sustainable projects.*

## BOARD MEETING

**August 7, 2014 – 8:30 A.M. Commission Chambers – City Hall**

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES – July 10, 2014
3. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)
4. CORRESPONDENCE
5. MAIN STREET COMMITTEE REPORTS
6. MAIN STREET MANAGER’S REPORT
7. UNFINISHED BUSINESS
  - a. Main Street Manager: Search Update
  - b. Boyne Thunder – 2014 event summary
  - c. Walkabout Sculpture Project – Update
8. NEW BUSINESS
  - a. Lake Street Project – Presentation Glen Catt, Catt Development
  - b. Holiday decoration proposal
9. GOOD OF THE ORDER
10. ANNOUNCEMENTS
  - Next Boyne City Main Street board meeting, Thursday, Sept. 4, 8:30 a.m. at City Hall
11. ADJOURNMENT

*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, Clerk/Treasurer, 319 North Lake St., Boyne City, MI 49712; 231-582-0334*

Approved: \_\_\_\_\_

**Meeting of  
 July 10, 2014**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY JULY 10, 2014 AT 8:30 A.M. 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, Robin Berry Williams, Michael Cain, Michelle Cortright, Jim Jensen, Larry Lenhart, Pat O'Brien, Rob Swartz, and Ben Van Dam

Absent: None

**Meeting Attendance**

City Staff: Main Street Manager Hugh Conklin, Market Manager Rebecca Harris and Recording Secretary Pat Haver

Public: One

**Approval of Minutes  
 MOTION**

Cain moved Adams second **PASSED UNANIMOUSLY** to approve the June 12, 2014 regular meeting minutes.

**Citizens Comments**

None

**Main Street Committee Reports**

The board reviewed the committee report included in the agenda packet and Main Street Manager Conklin added:

- A lot is going on in the city these next couple of weeks, the Gold Wing motorcycle rally, the Michigan Vietnam Memorial Wall is coming July 18<sup>th</sup> and 19<sup>th</sup>, the Dilworth had a power point presentation on the history of the hotel with a follow-up tour of the building.
- The Volunteer Network has approximately 50 people, so if you know anyone who maybe interested, get them signed up.
- The Boyne Thunder boats will be arriving on Thursday, Kudos to the Marina staff, Bob Alger, Greta Zumbaugh, Bob Mathers and the many other volunteers. Registration will be all day, there will be an expanded Stroll the Streets until 10:00 pm, they will have 4 groups of boats leaving at different times on Saturday each will perform 4 parade laps prior to taking off down the lake.
- The art pieces in the parks have gotten a lot of positive comments, and some interesting discussions have occurred.
- The bike racks are getting a lot of use this summer

**Manager's Report**

- Gerald Moore, Michigan District Director for the U.S. Small Business Administration and Constance Logan, Deputy District Director were in town and presented Lori Meeder from Northern Initiatives with an award at a recent Lions meeting.
- Bulmann Dock & Lift have benefitted from their recent move.
- Jared Willis, the summer employee is doing a great job keeping downtown cleaned up and looking nice.
- This time in history, one year ago, the Dilworth and the Parkside Grill both were sold

**Unfinished Business**  
Food Truck Update

Michael Cain reviewed the current status with the board. The City Commission took the recommendation of staff and has put a hold on the proposed Food Truck Ordinance. After an additional meeting with downtown business leaders, it was felt that the ordinance, as proposed, is not quite where the city would like to be. They instituted a 90 day moratorium, which is renewable, that is not extended to private property owners. The moratorium will allow existing scheduled food truck events to move forward. With some of the feedback staff and this board has received, it was felt Assistant Planner Annie Doyle has done an excellent job in gathering data, and the work she has done toward the creation of an ordinance and would like to see her hard work and the data already collected used as a starting point, and not completely scraped, as this moves forward.

Main Street Manager  
Search Update

The committee reviewed 20 applications that were submitted. From those four were selected for a telephone interview, which has taken place, and the committee has invited three candidates back on Thursday, July 17<sup>th</sup> for direct interviews.

**New Business**

Farmer's Market Farm  
meal Fundraiser – Liquor  
License Application

**MOTION**

The winter market has a couple of fund raisers each year, and this year, one of the events they have chosen is a Farm Meal at Frog Hollow Farm on M-75. This will be a meal and wine paring experience, at the cost of \$100.00 per person to attend. There will be additional costs for insurance, and Main Street will cover those costs. The request is in front of the board for the approval/recommendation for a one day liquor license for the event. After board discussion, **Adams moved O'Brien seconded PASSED UNANIMOUSLY** the recommendation for the application of a one day liquor license for the Farm Meal event to be held at Frog Hollow Farm.

The Food Trucks who attend the market have specific guidelines which support the local farmers. They must utilize 70% local foods. The Food Truck rally that is scheduled on July 17<sup>th</sup> is a fund raiser for the market. With the controversy of food trucks hopefully the event will have a good turn out.

Holiday decoration  
proposal - update

Main Street Manager Conklin reviewed the update with the board. This is not an easy proposal, as there is not one company that “does it all”. Some companies only do the tree lights, some only do the snowflakes, some only install what you may already have, some communities use local landscape companies. The committee is continuing their work and search.

**Good of the Order**

**MOTION**

- There is a mountain bike event at Boyne Mountain this weekend.
- The Park and Water Street intersection is very dangerous, is it going to be changed back with a turn lane?
- Barb Brooks, Harbormaster, is a great ambassador for the city, she and her crew have done wonderful things in assisting with Boyne Thunder
- **Motion by Cortright, seconded by Berry, PASSED UNANIMOUSLY**, to acknowledge and give thanks and appreciation to Hugh Conklin for the wonderful service that he has given the city all these years as the Main Street Manager. Under his guidance and direction, many good things have taken place and wonderful progress is being made as things move forward, the board then gave Hugh a standing ovation.
- The City Facilities recent public meeting options were discussed, general opinions are to have the clock repaired and a tower put into the design, a display area for the LaFrance fire truck, and the DPW moved to North Boyne. The schematics are tentative in layout, so the next step is to determine exactly what is necessary and needed.

- Marina dock renovations are progressing
- The city will be hosting the City of Frankenmuth on Monday, July 14<sup>th</sup> for Mayor's Exchange
- Updated Stroll the Street entertainment location maps are done weekly, so people are able to find their favorite entertainer.
- Mark Brzezinski was very appreciative of the gift that was given

Conklin out at 9:30

**ADJOURNMENT**  
**MOTION**

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**Adams moved Berry seconded PASSED UNANIMOUSLY** to adjourn the July 10, 2014 meeting of the Boyne City Main Street Board at 9:52 am.

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Pat Haver, Recording Secretary



Date: August 7, 2014  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: Committee Reports

#### **Promotions**

- The Michigan Vietnam Memorial Wall visit to Boyne City was a success and working with the Vietnam Veterans of America Chapter 154 from Mt. Clemens was an enjoyable experience. Our cost for the event is \$450 for the tent. The other expense was accommodations which were donated by the Boyne Motel.
- Another season of Stroll the Streets will wrap up on the Labor Day weekend. Overall it has been another successful season. Our total sponsorships this summer is \$15,100, approximately a \$1,500 increase over last summer but our expenses are up with the addition of two additional Strolls: one for the Gold Wings motorcycle group and last Sunday afternoon's Walstrom Marina event.
- The Farmers Market Food Rally fundraiser was a huge success with more than 600 people in attendance. Approximately \$4,000 was raised for the market. One of the questions I have been asked the most since the rally is "when is the next one scheduled?"
- A few tickets remain for this Saturday's farmer's market fund raising dinner at Frog Hollow Farm. If you are interested in attending please contact Becky Harris.
- The Boyne Area Chamber of Commerce hosts sidewalk sales in downtown Boyne City this Friday and Saturday. The antique car show is also this weekend in Veterans Park.

#### **Design**

- The committee had a special meeting with Glen Catt to discuss his Lake Street project. The regular meeting was cancelled due to Boyne Thunder.
- The Walkabout Sculpture Project and holiday decoration subcommittees did meet and will have updates for the board at Thursday's meeting.

#### **Organization**

- Promotion of the Boyne Volunteer Network continues. To date, registration on the site has not met expectations.

#### **Team Boyne – Creating Entrepreneurial Communities (ER committee)**

- Committee chair Jim Baumann will present a brief summary at Thursday's meeting.



Date: August 7, 2014  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: Walkabout Sculpture Project

At the May meeting, the Board approved moving forward with the introduction of the Walkabout Sculpture Project. This included the placement of three art pieces at various locations around the downtown area. Now the Design Committee is preparing for phase two of the project which is outlined in the attached materials. Also included is a proposed invitation to artists and a map of possible locations for placing the art.

Martha Sulfridge, the project chair, will be attending Thursday's meeting.

If the Main Street supports the project it will be presented to the Parks and Recreation Commission and the City Commission for their approval.

**Recommendation**

The Main Street support the Walkabout Sculpture Project as presented.





You are cordially invited to participate in the 1st annual Boyne City Walkabout Sculpture Show.

*The Walkabout's mission is to encourage expression and appreciation of art through a natural setting in Downtown Boyne City.*

Up to 12 high-quality juried pieces will be displayed in Boyne City for one year beginning June 4, 2014.

A plaque will display your name, the name of the work and sale price.

**DETAILS:**

You will receive \$500 for displaying your art

Peoples Choice Award \$1,000

Installation and the Artists Reception is June 4, 2015

All works must be for sale and displayed for a full year.

You must submit an image/concept of the art by Dec. 19, 2014

**Please respond to:**

Martha Sulfridge at 231.675.7226

or Mainstreet 231.582.9009

Boyne City Mainstreet, 112 S. Park St. Ste. F, Boyne City MI 49712

*The Walkabout Sculpture Show is a partnership between artists, the Boyne City Main Street Program, volunteers, and sponsors who believe art is a way of life.*  
[www.walkaboutsculptureshow.com](http://www.walkaboutsculptureshow.com)

# Walkabout Sculpture Locations





Date: August 7, 2014  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: Lake Street Project

The Design Committee held a special meeting on July 29 to hear a presentation from Glen Catt of Catt Development on proposed project in the 200 block of South Lake Street. The project is in the very early stage of development but far enough along that Mr. Catt was interested in receiving input from the Design Committee.

The project involves the Lake Front Square property and the Boyne Arts Collective building. Proposed is a three-story project. Mr. Catt has had preliminary discussions with a local bank and a brew pub who have indicated interest as anchor tenants for the development. The bank and brew pub/restaurant would be first floor tenants. The second floor would house 13 condos (a combination of one and two bedroom) that Mr. Catt described as "affordable workforce housing." Plans for the third floor have not yet been determined.

Mr. Catt has requested the opportunity to present his preliminary plan to the Main Street board. Local media representatives may also be in attendance.

#### **Recommendation**

There is no recommendation at this time.

Michigan  
**BOYNE**  
CITY Main Street  
*WHERE Life MEETS LAKE.*<sup>®</sup>

Date: August 7, 2014  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: Holiday Decorations

For the past several years Main Street has contracted with Michigan Decorations to provide holiday/winter decorations for downtown Boyne City. This past season the contract expired and earlier this year the Design Committee appointed a subcommittee to update the plan and solicit proposals from qualified vendors.

Generally the plan is to continue with much the same look as in past years but with one significant change pertaining to lights in the trees. The subcommittee is recommending lighting only the trees in the planter boxes and increasing the number of lights used for each tree. It is also recommending adding lights to the tree on the southeast corner of Lake and Water streets near the chamber building as well as designating one of large spruce trees in Sunset Park as the community Christmas tree.

The deadline for bids was June 2 and five proposals were received. Of the five the subcommittee followed up with four of the vendors. Each of the vendors appeared to be of high quality and interested in working with the community. Many had extensive experience with holiday lighting but few offered the snowflake decorations we've used in past years at a reasonable cost. As a result, the committee is recommending two contractors be used. For lights, the committee recommends Holiday Lighting Service of Manchester, MI. For the decorations, it recommends Michigan Decorations.

Although a southern Michigan company, Holiday Lighting Services regularly works in Northern Michigan and is the lighting contractor for the City of Charlevoix. Its proposed cost per tree for the first year will average between \$170 and \$250 depending on the number of lights and how the trees are wrapped. In years two and three, the cost would be approximately 60 percent less since the lights could be reused.

The proposed cost for the holiday spruce tree is \$2,400 for 3,200 LED lights. The lights would be left in the tree and would be good for up to three years.

The snowflake decorations would be installed on the lamp posts as they have been in the past, except on the 100 and 200 blocks of Lake and Water streets where they would be placed on the lamp posts in the center of the block. The cost would be \$65 per decoration, which is the same cost as in recent years.

If the board approves the subcommittee's recommendation, Holiday Lighting Services will come to Boyne City later this month and wrap on of the planter trees as proposed to make sure it will achieve the desired look.

The total cost for the decoration plan as proposed will be within the amount budgeted.

**Recommendation**

The Main Street Board approve the recommendation from the Design Committee for the winter/holiday decoration plan and authorize the Main Street manager to finalize details of the contracts with Holiday Lighting of Manchester, MI., to provide lights including installation and maintenance; and Michigan Decorations of Hudsonville, MI. to provide, install and maintain lamp post decorations.

# Snowflake Locations





