

Approved: _____

**Meeting of
April 4, 2013**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, APRIL 4, 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 8:30 a.m.

Roll Call

Present: Bob Carlile, Michelle Cortright, Jim Jensen
 Larry Lenhart, Pat O'Brien, and Rob Swartz and Robin Berry Williams
 Absent: Jodie Adams (arrived 8:33) and Mike Cain (arrived 8:36)

**Meeting
Attendance**

City Staff: Main Street Manager Hugh Conklin, Assistant Planner Leslie Meyers
 Harbor Master Barb Brooks, DPW Supervisor Andy Kovolski and
 recording secretary Karen Seeley

Public: There were two people in attendance

**Approval of Minutes
MOTION**

O'Brien moved, Williams second PASSED UNANIMOUSLY to approve the March 7, 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:

- The 10th anniversary Boyne City Main Street celebration is set for June 19th, starting at 6 pm in Old City Park.
- Buff up Boyne is Saturday, May 4th 9-Noon
- The Grain Train is considering opening a satellite location at 104 Park St. in Boyne City there will be an informational meeting at the location and Conklin encouraged the Main Street board to attend.

City Manager Cain shared an ink pen that was sent to the City with the new slogan "Where Life Meets Lake". He feels this is a great promotional tool and could have multiple uses such as: Mayor's exchange, 10th Anniversary giveaway, volunteers, etc. At 39 cents a piece it is a good value to get our brand out there. The board made no decision.

Manager's Report

Main Street Manager Conklin reported on:

- Presented a façade rendering of the Boyne Theatre and informed the board a meeting has been set with the owner for April 12.
- Holiday decorations are down.
- The applications for the Sunset Park intern are due Friday, April 5th
- The Small Town Conference will be held at Crystal Mountain April 22-24.
- A Creating Entrepreneurial Community conference will be held April 22. Boyne City and two other communities have been asked to be on the panel, to share how their communities have sustained the energy and been successful.

- He attended the Challenge Mountain board meeting to discuss the proposed partnership with Boyne Thunder. The board members were fine with the proposal and will survey its membership before making a formal commitment.
- The white house at 417 Boyne Ave is in tax foreclosure and has gone back to the county. The Michigan State Historic Preservation folks will be here Monday to tour the property with Northern Homes.
- The city marina, Main Street and the farmer's market are partnering to bring WiFi to most of Veteran's Park. The network will be utilized by the marina, the Farmer's Market and users of the park. The network is expected to be operational by May 1.
- Gave the board an overview, along with Andy Kovolski, DPW Supervisor, of the meeting with MDOT regarding changes to the intersections of East & Water and Main Street and M-75. At Main Street the thought is to narrow the intersection by purchasing portable curbs to try. Their goal is to make the streets more pedestrian friendly. The city's proposed FYE 2014 budget includes monies to purchase a portable speed reading sign and traffic counters.
- Reported that Bob Gibbs of the Gibbs Planning Group has withdrawn his proposal.

Unfinished Business

MOTION

Consideration to adopt 2013-2014 Main Street Budget:

- The board received a copy of their budget (received and filed) in the City format. There were no changes from the budget presented at last month's meeting. A public hearing on the budget will take place at the City Commission's April 9th meeting. **Adams moved Carlile PASSED UNANIMOUSLY** seconded to accept the 2013-2014 Main Street Budget as presented.

Local Façade Grant Program:

- The board reviewed the revised draft policy for a Main Street funded façade grant program. After the discussion at the March meeting, several changes were made to make the process simpler and more streamlined. The creation of a façade program is included in the DDA Development Plan, and in recent years the Design committee has discussed creating a program to assist with local projects that didn't qualify for MEDC or MSHDA façade grants. Concerns have been expressed about using DDA "tax-increment" funds to support a private property owner. A possible solution is to use funds raised from Boyne Thunder to support the program. After discussion, the board decided to ask the Design Committee to refine the policy proposal.

New Business

Boyne City Marina Presentation: Update on upcoming activities

- Harbor Master Barb Brooks informed the board that the City has received \$105,000 for dredging with no local match. We are in the process of doing sentiment sampling and applying for the proper permits. We will dredge what we can, with what money they are giving us. If it doesn't happen this year, we will still be able to operate, and may lose two or three slips. We have grants to enhance our current marina & boat launch and renovate the current shoppers dock.

Sidewalk café alcohol service:

- On March 25th Planning Director Scott McPherson and Conklin held a community informational meeting to discuss the issues surrounding alcohol service at sidewalk cafes. Rob Bacigalupi, deputy director of the Traverse City DDA, where limited alcohol service is allowed in its central business district, attended and provided valuable insight. Overall, many of those attending the meeting support allowing alcohol service as long as it is

managed correctly. The request is now being presented to the Main Street Board for its consideration. The Planning Commission will also consider the request prior to it being presented to the City Commission. A brief power point was presented. Board discussion/questions: What does the existing ordinance allow? Seasonal permits for outdoor cafes (April-October). This is limited to the Central Business District. Would this change fall under the existing ordinance or would we adopt a free standing ordinance? McPherson suggested taking it out of the existing ordinance, as it prohibits alcohol. A four foot wide pathway on the sidewalk would need to be left. Would we have design standards or would every business pick out their own fencing/barrier? There would be design standards. **Adams moved Jensen seconded** to approve the concept, address the time restrictions and define a cohesive physical barrier.

MOTION

Discussion regarding defining the physical barrier, we are only approving the concept, not setting the guidelines at this time. Adams amended her motion to read to approve the concept, and address a time restriction. Jensen agreed with the amendment. Not everyone will adhere to the rules, what if there are problems? This should be considered a privilege. We should try it for year, and then make adjustments as necessary. **MOTION CARRIES.**

Downtown Planning Grant Application:

- The Michigan Economic Development Corporation is accepting applications for a downtown development planning grant. This opportunity was announced in early March and the phase1 grant application is due April 26th. There are areas on Lake Street that are prime candidates for this grant application: The Boyne Theatre and Lakefront Square Mall-Boyne Arts Collective building. It was the MEDC's recommendation that we should include just one property in this grant application. Considering the work already completed on the theatre project as well as the fact that downtown theatres are a funding priority, Conklin recommends moving forward with a grant application for the Boyne Theatre project. It would allow the feasibility study to be completed with funding assistance through the MEDC Community Block Grant Program. The grant requires a cash match equal to the funds received. Board discussion followed: The theatre is a priority in our community. How much would we apply for? \$40,000-\$50,000. This is the same grant we used for the Dilworth. **Cain moved Cortright seconded PASSED UNANIMOUSLY** to authorize Main Street Manager Conklin working with city staff to submit an application for the Michigan Community Development Block Grant Program Planning Grant as outlined, with the first priority being the Boyne Theatre.

MOTION

STROLL THE STREETS WAGON RIDES:

- Boyne Valley Equine Tours and Services have requested permission to offer horse-drawn wagon rides this summer during Stroll the Streets. The Boyne business has provided wagon rides at Holiday Open House, Winter Fest and Winter Farmers Market. While details of the route have not been worked out, the rides would be in the heart of the downtown area, and would average between 15 and 20 minutes in length. The proposed fee is \$2.00 per person, \$3.00 couple and \$5.00 family. Board discussion: Would any of the revenue come back to the city? Concerned with giving up parking spaces during such a busy time, the route may vary. Concerned with waste. What happens if someone else comes along and wants to offer rides? There are a lot of details to be worked out. **Cain moved Cortright seconded PASSED UNANIMOUSLY** that Main Street Manager Conklin continue to explore the concept for wagon rides for Stroll the Streets and work with city staff to work out details in a letter of understanding with Boyne Valley for the board's consideration at its May meeting.

MOTION

**GOOD OF THE
ORDER
Adjournment
MOTION**

The owners of the building housing the Free Clinic are donating it to them.

Cain moved Williams seconded PASSED UNANIMOUSLY to adjourn the April 4, 2013 meeting of the Boyne City Main Street Board at 10:39 am.

Karen Seeley, Recording Secretary

DRAFT