

TENTATIVE AGENDA



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BOARD MEETING

August 1, 2013 – 8:30 A.M. Commission Chambers – City Hall

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES - June 6, 2013 regular meeting
3. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)
4. CORRESPONDENCE
5. MAIN STREET COMMITTEE REPORTS
6. MAIN STREET MANAGER'S REPORT
7. UNFINISHED BUSINESS
8. NEW BUSINESS
  - a. Marketing Presentation – Randy Calcaterra
  - b. US-131 billboard
  - c. Request of Main Street manager to go into closed session to discuss possible real estate transaction provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976)
9. GOOD OF THE ORDER
10. ANNOUNCEMENTS
  - One Water Street Phase 2 groundbreaking, August 2, 4 p.m.
  - Pride of Baltimore II visiting Boyne City, August 2-4.
  - Sidewalk Sales, downtown Boyne City, August 9 and 10. Antique Car Show and Flea Market, August 10, Veterans Park. Boyne City Farmers Market moved to Peninsula Beach Saturday, August 10, 8 a.m. to noon.
  - Next Boyne City Main Street board meeting, Thursday, September 5, 8:30 a.m., 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  
 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 11<sup>th</sup> meeting.

**Manager's Report**

Main Street Manager Conklin reported on:

- The 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: June 14-18 and the week of June 24.

## New Business

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### 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 Painting to clean and seal the wood decking and touch up the railing for an amount up to \$2000.

## MOTION

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### 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 4<sup>th</sup>. 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 Exchange with the City of Manistee is the 21<sup>st</sup> and 22<sup>nd</sup> 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 12<sup>th</sup> in Mackinaw City.

**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.

ADJOURNMENT MOTION

Karen Seeley, Recording Secretary



# Camp Quality Michigan

Letting Kids With Cancer Be Kids Again

MANAGEMENT OFFICE  
P.O. Box 345  
Boyne City, MI 49712  
P 231.582.2471  
F 866.564.7637  
mioffice@campqualityusa.org

July 22, 2013

Boyne City Main Street Committee  
112 S. Park Street  
Boyne City, MI 49712

Much Gratitude  
H

## USA CAMP LOCATIONS

Arkansas  
Central MO  
Heartland  
Illinois  
Kansas  
Kansas City  
Kentucky  
Louisiana  
Michigan N&S  
New Jersey  
NE Ohio  
NW Missouri  
Ozarks  
Texas

Dear Main Street Committee,

The Mission Statement at Camp Quality is to serve children with cancer and their families, by providing year-round programs, experiences and companionship, at no cost. Camp Quality promotes hope and inspiration while helping children foster life skills and develop their full potential.

The goals and aim of Camp Quality Michigan are:

- To create stress-free environment that offers exciting activities, foster new friendships, and gives children courage, motivation, and emotional strength.
- To give families of children with cancer a much needed rest, knowing that Camp Quality pair's campers one to one with a companion; and, the finest medical supervision be provided.
- To give children hope for the future as the memories from their special week of camp have been proven to sustain them in the weeks and months ahead, as they continue their medical treatments.

We value our partnership with Main Street and the Boyne Thunder event. We truly appreciate your organization in helping Camp Quality reach their goals while currently serving over 150 children and their families battling cancer. We realize that none of us can do anything about the quantity of life, but all of us can do something about the quality of life.

Warm Regards,

*Kristyn*  
Kristyn Balog  
Michigan Executive Director

What a celebration  
we had for the 10<sup>th</sup> year!  
Only good comments still  
coming in. Thank you to  
all for the camaraderie!



Date: August 1, 2013  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: Committee Reports

#### **Promotions**

- The SOBO Arts Festival was held the last weekend in June. A summary of the event from committee chair Kathy MacDonald is included in your packet.
- The Farmers Market made its debut in Peninsula Beach for the July 3 market and the new location was a hit. Vendors and customers alike enjoyed the setting. Due to the antique car show and flea market, the farmers market will return to Peninsula Beach on Saturday, August 10. The Evenings at the Gazebo farmers market opened June 26 but it failed to catch on and presently no vendors are participating.
- Stroll the Streets is enjoying another great summer. It opened June 14 and will continue through Labor Day weekend.

#### **Design**

- A presentation on the art bike designs was made to the city commission at its June 11 meeting and after a lengthy discussion the commission voted to support the recommended designs. The next step is to create design specs for the racks and seek bid proposals.

#### **Organization**

- A beautiful setting in Old City Park, combined with great weather, music and food made the 10<sup>th</sup> anniversary celebration a great occasion for the program and community. Thanks to all the volunteers who assisted with the event especially planning committee members Michelle Cortright, Kecia Freed, Mike Cain, Becky Harris, Jim Baumann, and Karen Guzniczak.
- All stars aligned as well for the 10 annual Boyne Thunder event which attracted a record number of boats (83) and drew big crowds to the community. A preliminary financial report is not yet completed.

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

- The committee met in a joint meeting with members of the Boyne City Commission and Manistee City Commission during Mayor's Exchange, held June 21. For its July meeting, the committee met with Steve and Ben Van Dam and their new chief operating officer Robert Linn. Van Dam Custom Boats has acquired the neighboring business, Sunburst Marine, and renamed it Boyne Boat Works. The Van Dams and Mr. Linn shared their immediate goals for the Boat Works.
- Great news about the sale of the Dilworth and the Parkside Grill as well as the expansion of the Grain Train to downtown Boyne City.



## **Event Summary**

**Kathy MacDonald, committee chair**

Our event was a success on Friday and Saturday. The city was very helpful and accommodated all our requests. Everything I requested through Andy (DPW director) was delivered to the park and the vendor checks were ready on Friday afternoon as well. The road closing signs and barricades were delivered as requested for the Friday night Bay Area Big Band event. The Big Band was well attended and many people danced in the streets, we had no complaints from the general public regarding closed streets.

Peninsula Beach Park proved to be a wonderful park for a festival on Saturday. There was ample space for 44 - 10 x 10 tents, 1 - 20 x 40 tent, 1- 20 x 20 tent, 1 - 12 x 12 music tent, the Lions Club Trailer and 2 other food vendors, Kate's Cupcakes and the Rolling Scones. There is space to easily double the 42 vendor tents and judging by the positive feedback I think that could be a realistic goal for next year.

The participants loved the park setting and Boyne City received many compliments from first time visitors and participants. Many vendors already have us on their calendar for next year. I polled them all at the end of the day and about 95% had "good to excellent sales". The few who did not do as well stated that their products do better at Fall shows. The parking was good; it works well with a lot on each side of the park. At one time I noticed there were cars parked across the street in the empty lot. It also helped to have the permission of the Harborage for Artist Parking. The vendors drove on the park for set-up and tear-down and they were thankful for that privilege. I received permission for their trailers to be parked at Early Childhood during the show hours. Only one person complained about that and at the end of the day she felt better as the show was worth it to her.

We used our gas powered golf cart on site and that proved to be great for set-up and tear-down help. It sure saved time and wear and tear on the volunteers. An open air shuttle bus would be a fabulous idea for the city...a Boyne Buggy.

The volleyball sandpit was a great place for the "Dig into Reading" buried treasure hunts. Monica Kroondyk (Boyne District Library) did a fabulous job. It was really fun to see the kids digging into the sand and pulling out books in zip lock baggies. Monica told

me that one mother commented, "This is why I donate to the Boyne City Library." The sand castle event on the beach was fun too. It could be expanded upon next year. I saw many families utilizing the beach, picnic tables, and play area.

A couple of vendors noticed the odor from the water treatment building. I would recommend that we move the rows more towards the water to avoid that possibility in the future. There were no complaints regarding the bathroom.

Peninsula Beach is a great park for festivals. Many people, both local and new to the city, commented on how great a venue it was. Even one person who said they originally thought it should have been at Veteran's park said he was wrong; the beach park was perfect.

Where Life Meets Lake

# BOYNE CITY

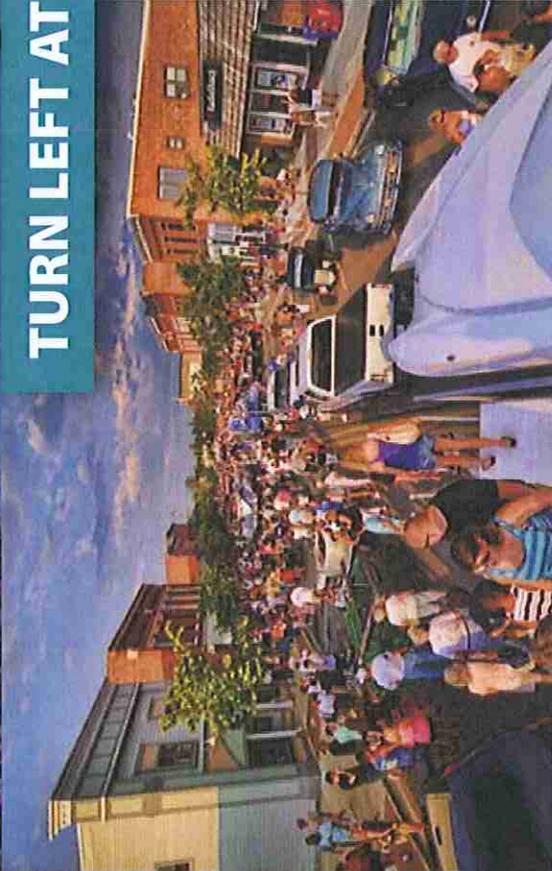
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BOYNE  
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Spartan, Mich

11/05/2008

TURN LEFT AT BOYNE FALLS



**BOYNE**  
CITY  
Where Life Meets Lake

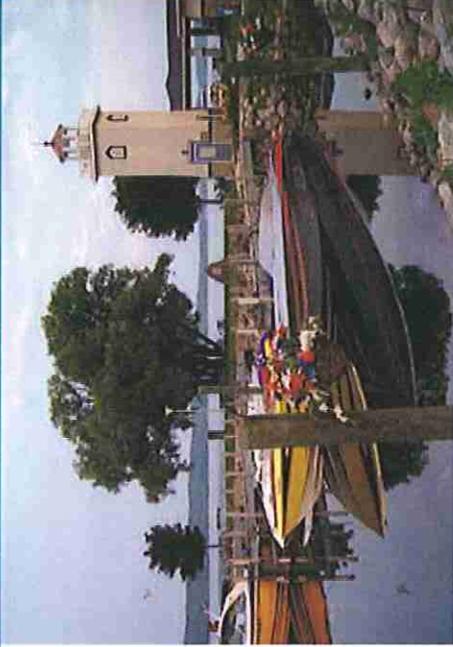
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Boyne Falls, Michigan

11/05/2008

TURN LEFT AT BOYNE FALLS

**BOYNE**  
CITY

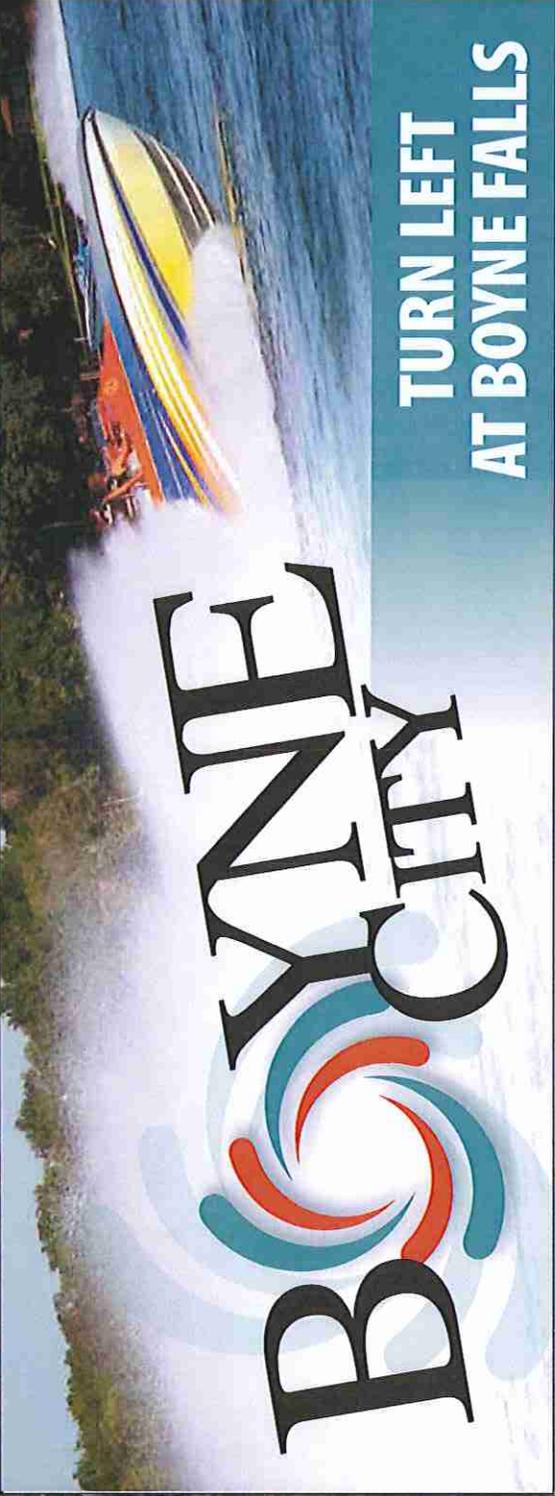
*Where Life Meets Lake*



13952

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Grassley, Mich

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