



OUR MISSION

“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.”

December 5, 2019 – 8:30 A.M. Boyne City City Hall

1st Floor Conference Room

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES – November 7, 2019
3. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)
4. CORRESPONDENCE
 - A. Challenge Mountain Thank You Note
 - B. National Conference Postcard
 - C. Charlevoix County Community Foundation Annual Report
 - D. Northern Lakes Economic Alliance Letter
 - E. Great Lakes Energy Letter
5. MAIN STREET COMMITTEE REPORTS
 - A. Organization – Michelle Cortright
 - a. Boyne Thunder
 - B. Promotions/Marketing – Chris Bandy
 - C. Design – Becky Harris
 - D. Economic Vitality/Team Boyne – Kelsie King-Duff
 - E. Farmers Market – Kelsie King-Duff
6. MAIN STREET DIRECTOR’S REPORT
7. UNFINISHED BUSINESS
8. NEW BUSINESS

A. 2020 Meeting Calendar

Consideration to approve the proposed dates for 2020 board meetings

B. Bike Path Plans

Notice of the proposed non-motorized trail plan as reviewed by City Commission, Parks & Recreation Commission and Planning Commission

C. Financial Report Review

i. Boyne City Main Street

ii. Boyne City Farmers Market

9. GOOD OF THE ORDER

10. ANNOUNCEMENTS

A. Farmers Market Committee Meeting, Monday, Dec. 9, 10:00 a.m. – City Hall

B. Promotions/ Marketing Committee Meeting, Tuesday, Dec. 10, 9:00 a.m. – Library

C. Organization Committee Meeting, Tuesday, Dec. 10, 3:00 p.m. – Library

D. Economic Vitality/Team Boyne Meeting – No December Meeting

E. Boyne Thunder – No December Meeting

F. Main Street Board Meeting, Thursday, Jan. 2, 2020, 8:30 a.m. – City Hall

G. Design Committee Meeting, Monday, Jan. 6, 2020, 4:00 p.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
November 7, 2019

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING
HELD ON THURSDAY, NOVEMBER 7, 2019 at 8:30 AM CITY HALL, 319 NORTH
LAKE STREET

Call to Order

Chair Chris Bandy called the meeting to order at 8:30 a.m.

Roll Call

Present: Jodie Adams, Chris Bandy, Michael Cain, Becky Harris, Patrick Little, Pat O'Brien and Rob Swartz

Absent: Michelle Cortright and Patti Gabos

Meeting Attendance

City Staff: Main Street Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planner Patrick Kilkenny, Harbormaster Barb Brooks

Public: Five

**Excused Absences
MOTION**

Swartz moved, Adams seconded, PASSED UNANIMOUSLY to excuse Michelle Cortright and Patti Gabos.

**Approval of Minutes
MOTION**

Adams moved, Harris seconded, to approve the October 3, 2019 minutes as presented.

Hearing Citizens Present

None.

Correspondence

A thank you note from the Boyne Area Free Clinic was received and filed.

Committee Reports

Organization Committee

Minutes received and filed. The committee is working in conjunction with the Chamber on a volunteer recruitment event to be held this winter.

Promotions/Marketing Committee

Minutes received and filed.

Taste of Boyne will be held at Boyne Mountain on April 24th.

The Santa Parade and Earlier than the Bird are coming up.

An event review was done for Stroll the Streets.

Design Committee

Minutes received and filed. The committee discussed the cleanup of the river bank and boardwalk area by Old City Park. It is a bigger project than first thought. The recycle bins will remain in place downtown for a couple more weeks. The Historical Trust Signage will be installed this spring. The Mosaic sculpture at Peninsula Beach is getting a plaque.

Economic Vitality/Team Boyne

Minutes received and filed.

Director’s Report

Received and filed.

Unfinished Business

Michigan Main Street Contract

Michigan Main Street Contract

Consideration to approve the Michigan Main Street Program Community Requirements and Expectations Agreement as proposed.

The Michigan Main Street Contract has been reviewed at previous meetings. There were questions on some of the wording which has been resolved. Specifically there were questions on how the current contract would be terminated. Kelsie has spoken with Michigan Main Street and contract termination language is provided for in Section 3, item #6 (Total Agreement) on page 6 of the contract. Language related to Design Services has been updated as well.

MOTION

Little moved, Adams seconded, PASSED UNANIMOUSLY to authorize Chris Bandy to sign the Michigan Main Street Program Community Requirements and Expectations Agreement as presented and recommend the City Commission approve the agreement.

New Business

Boyne Thunder Check Presentation

Boyne Thunder Presentation of Checks

Boyne Thunder raised \$122,509.81 this year at the 16th annual event. Elizabeth Looze and Bill Aten of Challenge Mountain were presented with a check for \$12,250.98. Becky Follette of Camp Quality was presented with a check for \$67,380.40. Thanks to all involved.

Double Up Food Bucks Memorandum of Understanding

Double Up Food Bucks Memorandum

Consideration to approve the Memorandum of Understanding with Fair Food Network to continue accepting Double Up Food Bucks at the Boyne City Farmers Market.

Fair Food Network, our partner for accepting Double up Food Buck is requiring an updated Memorandum of Understanding in order to continue to accept Double Up Food Bucks at the Farmers Market. This a regular course of business.

MOTION

Adams moved, Little seconded, PASSED UNANIMOUSLY to approve the Memorandum of Understanding with Fair Food Network to continue accepting Double Up Food Bucks at the Boyne City Market.

Team Boyne

Team Boyne

Consideration to form an economic vitality committee as recommended by the Organization Committee and outgoing Team Boyne chair.

Team Boyne currently serves as our Economic Vitality Committee which is a required committee in the Main Street Model. John Cool, the Chair of Team Boyne has resigned. There has been much discussion and at this time the Organization Committee and the outgoing chair recommend that a new Economic Vitality committee be formed to focus on very specific economic development activities. The Main Street board discussed the issue. Currently there are no specific guidelines or mission for the Economic Vitality Committee to follow. Team Boyne does provide outreach and other intangible benefits. Suggestions included forming an Economic Vitality sub-committee within Team Boyne or leaving Team Boyne as is and creating a separate Economic Vitality Committee. Kelsie King-Duff is leading the November Team Boyne so she will include the topic on the agenda. Team Boyne does not meet in December and it was suggested that an effort be made to get good participation at the January meeting to work on a solution.

Financial Report Review

The Financial Report was received and filed.

Good Of The Order

- The inside Farmers Market is going well.
- Hugh Conklin and Tom Neidhamer were re-elected Tuesday.
- Kevin Spate has been approved as the new Chief of Police. There is a public open house on Friday, November 8 from 2 to 3 p.m. to celebrate Chief Jeff Gaither's retirement.
- Progress is being made on the Pavilion. Dewatering is required at the construction site due to high ground water levels. This may add an additional \$10,000 to \$15,000 cost to the project. The County Building Department is also requiring a fire suppression system which will cost approximately \$35,000.
- The non-motorized trail from Boyne City to Boyne Falls is progressing. The target date for completion is June 11th of next year.
- There will be a joint meeting between the City Commission, the Planning Commission and the Parks & Recreation Commission on November 19th to discuss the development of the non-motorized trail from W. Michigan to downtown.
- The Army Corp of Engineers said lake levels may go up another 1 ½ feet this year.
- City Manager Cain attended the Mountain Town 2030 Conference in Park City Utah. The topic was climate change and the impact on business plans.
- Boyne Meets Broadway will be held November 22 and 23rd at the High School.
- There is likely to be a bond proposal next May for BCPS.

Adjournment MOTION

Cain moved, Swartz seconded, PASSED UNANIMOUSLY to adjourn the November 7, 2019 meeting of the Boyne City Main Street Board at 9:53 a.m.

Jane Halstead, Recording Secretary

Thanks to all who make
GREAT THINGS HAPPEN TOGETHER

Dear Main Street Board of
Directors,

Because of you, more
than 1,400 children, adults
and their families will enjoy
adaptive winter sports at the
Challenge Mtn. Lodge and Ski Hill.
Thank you for making a
difference! Best wishes,
Olivia L. Smith



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challengemtn.org | 23

Join Us **MAY 18-20, 2020**

IN DOWNTOWN DALLAS FOR **MAIN STREET NOW**, A
CONFERENCE OF THE NATIONAL MAIN STREET CENTER

Main Street Now is the largest national conference of local leaders working to advance economic opportunity in downtowns and commercial districts. **Network** with peers from across the country, **find solutions** to common problems, and **discover innovative techniques and tools** to help your community to thrive. **Get inspired** by Dallas and surrounding Main Street communities as you learn from their revitalization successes and challenges.

Plus, don't miss the chance to **celebrate 40 years of the Main Street movement!** We'll reflect on four decades of excellence in community redevelopment, while focusing on strategic areas of growth for Main Street programs to continue to expand opportunity and strengthen commercial districts for the next 40 years.

REGISTRATION
STARTS DEC. 4

*A registration discount
and specialized
programming will be
available for mayors and
senior-level city officials!*

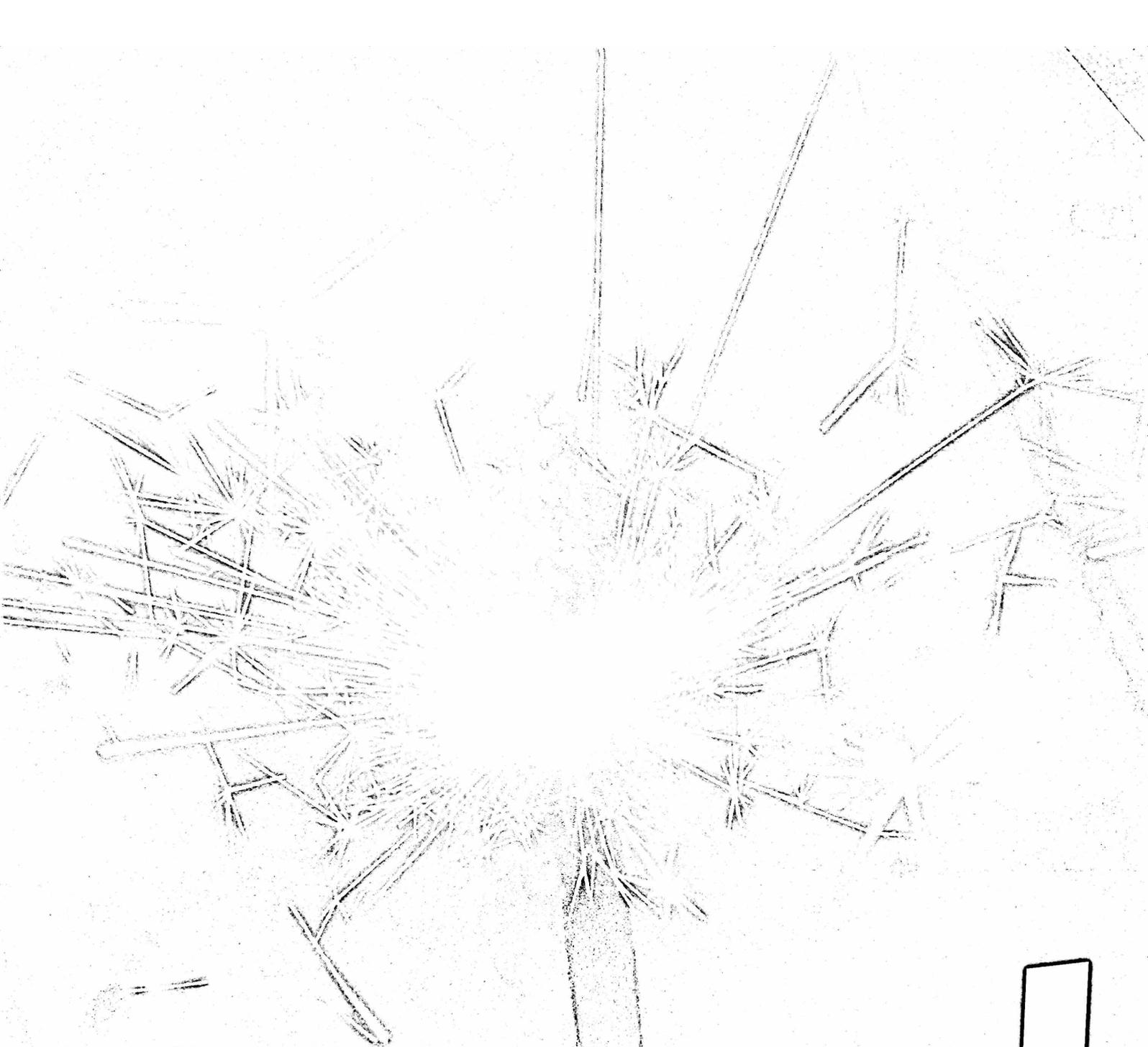
National Main Street Center, Inc.
53 West Jackson Blvd., Suite 350
Chicago, IL 60604



Kelsie King-Duff
Boyer City Main Street
113 S Lake St
Boyer City, MI 49712-1211



National Main Street
Center
a subsidiary of the
National Trust for Historic Preservation



spark

great ideas

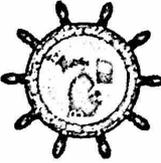
Charlevoix County Community Foundation

2019 Annual Report



Northern Lakes ECONOMIC ALLIANCE

ANTRIM
COUNTY



A regional public/private economic development organization serving Antrim, Charlevoix, and Cheboygan Counties, Michigan, USA

November 12, 2019

Kelsie King-Duff
Boyne City Main Street
115 S. Lake Street
Boyne City, MI 49712

Dear Kelsie:

We need your help.

I'm a member of the NLEA board of directors. Our board is beginning a process to fine tune our organization to best serve our region's economic development needs into the future. The NLEA has always been nimble and is continually adjusting to meet the needs of companies and communities.

As an important NLEA stakeholder, your insights are particularly important, and we would greatly appreciate your participation in a short online survey.

Specifically, we are trying to answer this question: *What services should NLEA offer in the next five to ten years to businesses, organizations and communities to best facilitate business attraction, retention, and community development in Antrim, Charlevoix and Cheboygan Counties (our current service area).*

Within the next week, you will receive an email from NLEA that includes a specific link, just for your individual use, to participate in the online survey. The email title will look like this:

From: info@northernlakes.net via [surveymonkey.com](https://www.surveymonkey.com)
Subject: NLEA Looking Forward Survey

The questionnaire will take less than 10 minutes to complete.

Let me assure you that all responses will remain confidential and no individuals will be identified in any way. Your name will not be used in any report.

Your participation is essential to ensure that the NLEA Board of Directors and staff understand future needs and make the appropriate adjustments in our services to meet those needs.

Thank you in advance for your help.

Sincerely,

Jim Rummer
Board of Directors Member
Northern Lakes Economic Alliance

1313 Boyne Ave / P.O. Box 8

Boyne City, Michigan 49712

Phone: 231.582.6482 - Fax: 231.582.3213

www.northernlakes.net * info@northernlakes.net

- Core Partners -

MICHIGAN STATE
UNIVERSITY

Extension

MIEDIG

Networks
Northwest

Char-Em

North Central

Baker



November 5, 2019

Dear Fellow Chamber Member:

Great Lakes Energy will hold a silent auction at our annual employee Holiday luncheon this year, and **100%** of the auction proceeds will be donated to local charities. We will split the monies raised between nine local charities throughout our service area. The local charity that will receive our donation is the Boyne Area Community Christmas. Last year we raised more than \$7,800 for local service agencies thanks to the support of our employees! We are asking for item donations from area businesses to help us exceed that number this year.

Approximately 250 employees and retirees attend the luncheon, and many make or purchase items for the auction. But to make the auction even better and raise more money for the Boyne Area Community Christmas, we are hoping that your local business will help out.

We are asking for any type of donation, from an item in your store to a gift certificate, size or quantity doesn't matter. Remember, **100%** of the money from the auction will benefit a great local cause. **Plus**, we will recognize your business at our luncheon with signs and in our employee newsletter. We will also distribute flyers or other information that you provide to our employees.

If your business is able to help out with an item donation by Friday, December 6th there are several ways to do so:

Drop off: You can drop it off at the Great Lakes Energy office in Boyne City

By mail: Great Lakes Energy, Attn: Nicole, 1323 Boyne Ave, Boyne City, MI 49712.

Pick up: We would be glad to pick up your item; please call Jenny at 1-888-485-2537, ext. 1264.

Thank you for your consideration!

Happy Holidays,

Kady Gracik
Great Lakes Energy

Org Committee

Tuesday, November 12, 2019

Present: Monica Kroondyk, Kelsie King-Duff, Michelle Cortright, Bob Alger, Pat O'Brien, Chris Bandy.

Volunteer Recruitment Event: A February date will be determined for this event which will have different tables set up for each volunteer opportunity, including: Boyne Thunder, Farmers Market, Stroll the Streets, Harvest Festival, Buff-Up Boyne, Boyne Appetit, Santa Parade and Walk-About Sculpture Tour. Each table will be managed by a person familiar with the event. The event will be in concert with the Chamber. Sign-ups sheets will be at each event table.

Team Boyne: Team Boyne's function and effectiveness will be discussed at their January meeting.

Boyne Thunder: Discussion about Bob Alger's successor and structure of the committee. Bob will announce his departure at the Boyne Thunder meeting in two weeks.

Farmers Market: A new Market Manager has been hired and will be announced soon. The new Manager will first be working on administrative training. The Farmers Market committee met yesterday and survey results were discussed, showing 75 percent of respondents prefer the new layout. The new Market Manager will go to MIFMA training. Goals and responsibilities for the Market committee are also being discussed.

Strategic Planning: The last session was held March, 2019. Michelle will check with Bob Thomas about his availability for a follow-up session in January, 2020.

Next meeting: Tuesday, December 10, 3:00, Boyne District Library

Marketing Committee

Boyne City Main Street
Boyne District Library Conference Room

Tuesday, November 12, 2019, 9AM

1. Welcome and meeting called to order at 9:07 am.
2. Social Media/Website:
Facebook count is 3200 and the Instagram followers are 1,109. Happy that Main Street now comes up first in a Goggle search.
3. 2021 Work Plans: The committee will review work plans for our next budget year (May 1, 2020 – April 30, 2021) at the December meeting. Kelsie will send out the work plans prior to the next meeting for everyone to start reviewing. Plan for most of the December meeting to be reviewing work plans. These will all go to the board for approval in January and then budget amounts can be assigned to them.

4. Upcoming Events:

Earlier Than the Bird mugs will be here at the end of the week. Decorating the log cabin has begun. Doug bean hung the lights.

Santa Parade Open House: consider keeping the log cabin open with volunteers; various groups were mentioned. Parade applications are coming in and trailer for Santa is being worked on. Grace will be doing the parade line-up and have asked for help with the parade route via the newsletter. The list of needs has been sent to DPW.

5. Harvest Fest review:

Keep: layout

Stop:

Start: consider time frame of 9am until 4pm. Try to utilize more harvest themed vendors. Some examples would be: Boyne Mtn, someone to serve hot cocoa, Family Fare for doughnuts and cider, Knabes, Uncle John's, Bolt's, Bill's Farm Market. Scarecrow contest feedback shared with the Chamber. Clear communicate to vendors about times they need to be there. Clear communication between committee on who is coming.

Discussion around the Flywheelers needs.

6. Business Expo:

Kelsie provided feedback from this event.

7. MS sound Bites update:

Kelsie provided an update of how this sub-committee is moving forward, plans for another meeting and how this project rolls nicely into main street training Kelsie recently attended.

Meeting adjourned at 9:50 AM.

Next Meeting: Tuesday, December 10, 2019 at 9AM - Boyne Library Conf. Room

Design Committee Meeting

Boyne City Main Street

Monday, November 4, 2019

Members Attending/meeting called to order at 4:01

Adam Graef, Bruce Janssen, Becky Harris, Nicole Zuehlke, Linn Williams, Pam Macksie, Gary Deters, Patrick Kilkenny and Kelsie King-Duff

New Business: none

Project Updates:

1. Riverbank clean-up and boardwalk: full plan needed with phases included. The plan should include boardwalk, bank of the river, rivermouth, questions of easements (review how boardwalk was originally accomplished), what is public and what is private property so that all parties can be aware of this project. The question was also asked if the boardwalk could be repaired prior to the winter.
2. Recycling program: in the first two weeks, the bins were 19% full. Of that, 51% of the material was appropriate, 2% was returnable and 47% of the material was contaminated. In weeks three and four, the bins were not very full. 11% of the material was returnable, 61% was appropriate and 28% was contaminated. It was suggested we talk with Petoskey to see how their program works.
3. Christmas decorations: lights have been going up and will be illuminated in a week. Discussion was had about the location of the bows with the garland.
4. National Historic trust signage: Bruce will work on this in the winter.

Good of the Order:

1. Berkshire Hathaway is a potential façade grant applicant.
2. Bob Earl's building is nearing completion, looks amazing and we will be shoring up his grant receipts.
3. From the last meeting, the committee had asked for the list of priorities that was put together in November 2018 as priorities for the 2019 budget year. This list includes: Sunset Park infrastructure, lights on, holiday décor, recycling, street light installation, boardwalk refresh,

sidewalks to pavilion, fountain fish, streetscape repair, and the Draco Viewer (which has been donated to the city by a community member). A suggestion for the 2020 Potential project List is fixing the hardware mural.

Meeting adjourned at 4:51 pm.

Next Meeting: Mon, December 2, 2019 at 4PM – Boyne City Hall Park View Room

Economic Vitality/Team Boyne Committee

Friday, November 15, 2019, 9:00A

Boyne District Library Community Room

Members Attending: 10 plus 1 guest

Agenda

1. **Called to order** by Kelsie King-Duff at 9:01 and introductions were made 'around the table.'

2. Guest Speaker

A) Todd Burch – new president/CEO of McLaren Northern Michigan: Todd will come to a meeting after the new year and provide us with updates on the hospital system and the group can talk to him specifically about Boyne City. Jennifer Domanian of the hospital foundation spoke to the group and says the expansion is planned for completion in June, 2021. Question was raised as to how many Boyne City residents are employed at the hospital.

3. Old Business

- A) Business Visitation and Feedback and sign-up: Kelsie reminded the group that lots of sign-ups are still available for business visits.
- B) Available Downtown Property Map Update: The for sale/lease/development map was reviewed by the group.

4. New Business

None

5. Good of the Order/Updates

- 1. Anora: Talks on Taps upcoming discussion will be a community conversation on finances.
- 2. Jessica: Pitch Night Grand Event is Wed, Nov, 19th.
- 3. Scott: Humane Society is having a big ticket raffle. Will also be doing Giving Tuesday and they have donors who will match up to \$45,000. The school boosters paint the Town Red will celebrate its 10th anniversary on May 2nd and they are very proud of the \$43,000 in grants they have provided. Boosters 300 Club tickets are now available. Craft Show the first weekend of December at the high school. December 27th Freshwater is hosting Billy Revoe. Piratefest will be the second weekend of August, 2020. Dec. 5th is the breakfast for the Kiwanis Eddy Essay celebration. Kiwanis Turkey Trot reminder.
- 4. Tom: reviewed the election. New trail to be paved in the spring. Recreation Master Planning is underway. City audit was successful. Chris asked for consideration of expansion of city sewer and water lines.
- 5. Chris: there is an erosion issue at the lighthouse on Beaver Island.
- 6. Monica: library board approved the facilities assessment. As part of the Char. Cty. Community Foundation, it was reported there are new ways to give grants.

7. Larry: Lions are sponsoring a Diabetes Day. Heritage Center is 50% through the business plan.
8. Ron: senior center will be celebrating the 14th anniversary with a dinner Dec. 8th.
9. Kelsie: ribbon cutting at Bob Earl's building. Earlier than the Bird and Santa Parade are right around the corner. Update on pavilion progress.

Meeting adjourned at 10:01am

Next Meeting: Friday, January 17, 2020, 9:00 AM, Boyne District Library Community Room

*please note that there will be NO December meeting

**Discussion will be had at the January meeting about the future and the role of this committee. Your attendance and input is important.



Committee Meeting Minutes
November 11, 2019
City Hall, Parkview Room

Call to Order

10:06

Attendance

Name	Term Exp.	Oct 14	Nov 11	Dec 9	Jan 13	Feb 10	Mar 9	Apr TBD
Mary Brower	1/2020	-	P					
Judi Silverman, Patron	1/2020	-	P					
Kathy Coveyou	1/2021	-	P					
Waneta Cook <i>Chair</i>	1/2021	-	P					
Jean Van Dam, <i>Patron</i>	1/2021	-	P					
Tim Dennis	1/2021	-	A					
Brian Bates, <i>Vice Chair</i>	1/2022	-	P					
Jack Laurent, <i>Patron</i>	1/2022	-	E					
Joann Brown	1/2022	-	P					
Jodie Adams, MS	1/2023	-	E					
NON-VOTING								
Kelsie King-Duff, <i>MS Dir.</i>		-	P					
Gretchen Stelzer, <i>MSU</i>		-	E					

Market Manager Report

Interim Manager Waneta Cook reported on the following:

- Thank you to Travis Cook and Brian Bates for their help this summer with the new layout.
- Indoor Market is underway with 10 vendors in the lobby and 8 in the community room. Some vendors were also set up outside the first couple of weeks. Busy start to the indoor market.
- Waneta conducted a scavenger hunt for market visitors. It was also a good way for the vendors to get to know each other.
- We will be getting pouches instead of paper folders for token turn in.

Main Street Report

Kelsie King-Duff provided an update on the following:



- Pavilion construction
- Market Manager

New Business

Survey Results

Results from the summer survey were reviewed, with much discussion. Highlights from the survey include:

- 24 vendor responses & 73 customer responses
- 54% report higher sales this year than last (35% being average amount higher, 25% median)
- 50% of those reporting higher sales feel it was because of the layout
- 20% of vendors reported lower sales (17% being the average amount lower, 10% median)
- Layout was not mentioned as reason for lower sales
- 74% of survey takers reported liking the new layout

The committee discussed trying the layout again, with some tweaks and focusing on the ideas for improvements such as programming.

Committee Goals for 19-20

The committee briefly discussed goals for the committee during this winter season. This will be discussed further in December. Providing support for market manager and being supportive of each other was discussed.

Budget Review

The budget is on track.

Good of the Order

Minutes will be emailed out and put on website. Meeting time works good for everyone.

Adjournment

12:18

The next meeting will take place Monday, December 9th at 10:00 a.m. at City Hall.



Directors Report- December 2019

- The façade grant check has been presented to Boyne Avenue Properties (Bob Earl) for the work on 437 Boyne Avenue.
- Bob Alger has announced that 2020 will be his last year as chair of the Boyne Thunder committee.
- Jordan Peck has gotten started on administrative duties for the Farmers Market, and will begin at the market on December 7th. Jordan will be attending the Michigan Farmers Market Association Certified Market Manager training in January.
- Newsletter readership is up more than 12% over the last year. An average of 1,369 people opened the newsletter each week in October.
- Planning Commission is taking a look at Property Maintenance Standards. There was also a first reading of ordinance amendments to address housing barriers.
- Michigan Main Street will be holding an Introduction to Main Street training in Boyne City on July 23, 2020. This is for communities interested in starting a Main Street program. It will be nice to host communities from around the state!
- Strategic Planning will be taking place January 7th from 9 a.m. – noon in the Commission Chambers.
- Registration for National Conference opens December 4th. Please let me know if you are interested in attending. It will be taking place May 18th-20th in Dallas, Texas.
- Board applications are now available. Please send anyone interested my way and I can get them the information. Chris Bandy and Pat O'Briens terms expire in January.
- Downtown is all ready for the holidays! Earlier than the Bird was a big success! I can update on Santa Parade at the meeting as it has not taken place at the time of the agenda.
- I hope everyone has a very happy holiday season!



To: Main Street Board

From: Kelsie King-Duff

Date: November 27, 2019

Subject: December Agenda Items Overview

Overview:

There are a few items on the December 5th Main Street Board Meeting agenda that require further information:

2020 Calendar: The proposed 2020 Calendar keeps our regular meetings as the first Thursday of each month at 8:30 a.m. at City Hall. It does not include a meeting for July, which has always been canceled.

Non-Motorized Trail Plan: City Commission, Parks and Recreation Commission, and Planning Commission had a joint meeting to review the proposed non-motorized trail plans coming from West Michigan Ave into downtown. Each commission will be talking about it further at their upcoming meetings. The goal is to apply for grant dollars to help support this project. The plans are included for your review. The section of the trail through the open space will likely be further developed as the City's Parks Master Plan gets developed.

RECOMMENDATION:

2020 Calendar: Approval of the proposed 2020 calendar.

Non-Motorized Trail Plan: This item is for review only.



2020 Proposed Calendar

Thursday, January 2, 2020

Thursday, February 6, 2020

Thursday, March 5, 2020

Thursday, April 2, 2020

Thursday, May 7, 2020

Thursday, June 4, 2020

Thursday, August 6, 2020

Thursday, September 3, 2020

Thursday, October 1, 2020

Thursday, November 5, 2020

Thursday, December 3, 2020



123 West Main Street
 Suite 200
 Gaylord, MI 49735
 P: 989.732.8131
 F: 989.732.2714
 info@c2ae.com
 www.c2ae.com

**City of Boyne City
 N. Lake Street Non-Motorized Trail
 Preliminary Opinion of Probable Construction Cost**

Segment	Block	Type	Total Estimated Cost	Length
1	City Limits to Charlevoix St.	Separated Trail Along Roadway	\$155,700.00	1500
2	Charlevoix St. to Lower Lake St.	Adjacent Trail Along Roadway W/ Retaining Wall	\$367,300.00	800
3	Lower Lake Street	Shared Use Roadway	\$11,900.00	1450
4	Lower Lake St. to Boat Launch	Separated Trail Along Roadway	\$80,800.00	630
5	Open Space	Independent Trail	\$60,000.00	780
6	Honeywell (Primary)	Boardwalk	\$274,200.00	440
6A	Honeywell (Alternate A)	Independent Trail	\$46,500.00	590
6B	Honeywell (Alternate B)	Separated Trail Along Roadway & Independent	\$138,800.00	1240
7	City Parks - Honeywell to River St.	Independent Trail	\$158,700.00	2120
8	River Street	Shared Use Roadway	\$8,000.00	400
		Total Estimated Project Cost (Base Plan)	\$1,116,600.00	
		Total Estimated Project Cost (Alt A)	\$888,900.00	
		Total Estimated Project Cost (Alt B)	\$981,200.00	

11/26/2019

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	YTD BALANCE
		ORIGINAL	2019-20	11/30/2019	11/30/2018
		BUDGET	AMENDED	NORMAL	NORMAL
			BUDGET	(ABNORMAL)	(ABNORMAL)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
Dept 030 - REVENUES					
248-030-400.000	ALLOCATION FROM CUR YR FD BAL	19,156.00	19,156.00	0.00	0.00
248-030-405.000	CURRENT YEAR TAXES	292,263.00	292,263.00	220,707.92	233,079.93
248-030-670.000	PROMOTIONS COMMITTEE REVENUE	15,000.00	15,000.00	6,670.00	12,174.69
248-030-670.100	BOYNE APPETIT	4,000.00	4,000.00	0.00	0.00
248-030-670.300	WALKABOUT SCULPTURE SHOW	3,000.00	3,000.00	0.00	211.00
248-030-675.000	CONTRIBUTIONS	0.00	0.00	3.31	0.00
248-030-676.000	SPECIAL EVENTS - POKER RUN	40,000.00	40,000.00	42,878.43	0.00
Total Dept 030 - REVENUES		373,419.00	373,419.00	270,259.66	245,465.62
TOTAL REVENUES		373,419.00	373,419.00	270,259.66	245,465.62
Expenditures					
Dept 731 - EXPENDITURES					
248-731-705.000	SALARIES/WAGES	64,262.00	64,262.00	30,063.67	31,545.68
248-731-712.000	INSURANCE: LIFE/AD&D	250.00	250.00	118.98	148.42
248-731-713.000	MEDICAL INSURANCE	7,056.00	7,056.00	3,528.10	3,528.10
248-731-714.000	SOCIAL SECURITY	4,884.00	4,884.00	2,950.28	2,801.92
248-731-715.000	PENSION	4,242.00	4,242.00	2,558.37	2,517.98
248-731-716.000	UNEMPLOYMENT	10.00	10.00	3.66	1.66
248-731-719.000	SICK/VACATION	3,058.00	3,058.00	4,974.00	1,552.64
248-731-727.000	OFFICE SUPPLIES	1,000.00	1,000.00	165.70	458.75

248-731-728.000	OFFICE OPERATING EXPENSES	0.00	0.00	28.68	0.00
248-731-730.000	REPAIRS/MAINTENANCE	2,000.00	2,000.00	0.00	0.00
248-731-732.000	MEMBERSHIP DUES	3,350.00	3,350.00	3,000.00	3,350.00
248-731-740.000	UTILITIES/INTERNET SERVICE	732.00	732.00	518.62	370.21
248-731-750.000	ADMINISTRATIVE FEE	7,500.00	7,500.00	0.00	0.00
248-731-760.000	DESIGN COMM EXPENSES	2,250.00	2,250.00	290.00	6,625.00
248-731-762.000	DESIGN CAPITAL IMPROVEMENTS	77,500.00	77,500.00	15,177.50	10,882.55
248-731-763.000	STREETSCAPE AMENITIES	30,000.00	30,000.00	22,234.09	21,071.92
248-731-782.000	BUSINESS RECRUITMENT/RETENTION	8,500.00	8,500.00	1,521.81	68.36
248-731-810.000	COMMITTEE/EVENT EXPENSES	0.00	0.00	0.00	200.00
248-731-812.000	ORGANIZATION COMM EXPENSES	1,500.00	1,500.00	2,866.61	4,337.73
248-731-870.000	EDUCATION/TRAVEL	5,925.00	5,925.00	2,779.87	2,850.04
248-731-900.000	ADVERTISING/PUBLISHING	15,000.00	15,000.00	9,069.26	6,298.74
248-731-902.000	PROMOTIONS COMMITTEE EXPENSES	12,000.00	12,000.00	2,811.85	3,851.62
248-731-910.000	PROMOTIONS COMMITTEE EVENTS	16,000.00	16,000.00	7,087.43	27,074.44
248-731-910.100	BOYNE APPETIT	4,000.00	4,000.00	0.00	0.00
248-731-910.200	WALKABOUT SCULPTURE SHOW	3,000.00	3,000.00	0.00	0.00
248-731-910.300	STROLL THE STRETS	16,000.00	16,000.00	12,893.40	0.00
248-731-940.000	FACILITIES RENT	8,400.00	8,400.00	3,850.00	2,450.00
248-731-942.000	SERVICE MAINTENANCE FEE	75,000.00	75,000.00	0.00	0.00
Total Dept 731 - EXPENDITURES		373,419.00	373,419.00	128,491.88	131,985.76
TOTAL EXPENDITURES		373,419.00	373,419.00	128,491.88	131,985.76
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES		373,419.00	373,419.00	270,259.66	245,465.62
TOTAL EXPENDITURES		373,419.00	373,419.00	128,491.88	131,985.76
NET OF REVENUES & EXPENDITURES		0.00	0.00	141,767.78	113,479.86

11/26/2019

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	2019-20 AMENDED BUDGET	YTD BALANCE 11/30/2019 NORMAL (ABNORMAL)	YTD BALANCE 11/30/2018 NORMAL (ABNORMAL)
Fund 213 - FARMERS MARKET FUND					
Revenues					
Dept 030 - REVENUES					
213-030-579.000	GRANTS-STATE/FEDERAL	(1,285.00)	(1,285.00)	2,000.00	3,420.00
213-030-642.000	MISC INCOME	10,500.00	10,500.00	3,943.37	6,610.33
213-030-642.040	SENIOR PROJECT	0.00	0.00	0.00	3,044.00
213-030-642.100	BAG SALES	0.00	0.00	120.00	0.00
213-030-642.150	DONATIONS	0.00	0.00	31.00	2,215.86
213-030-642.250	FOOD TRUCK RALLY	12,000.00	12,000.00	15,072.95	11,974.77
213-030-642.500	POINSETTIA SALES	300.00	300.00	0.00	62.00
213-030-642.650	MARKET MONEY PURCHASE\	100.00	100.00	0.00	0.00
213-030-642.700	DAILY VENDOR FEE	25,725.00	25,725.00	550.00	225.00
213-030-642.725	VENDOR FEE SUMMER 10 FT	0.00	0.00	3,175.00	16,035.00
213-030-642.750	VENDOR FEE-SUMMER 20 FT	0.00	0.00	20,225.00	3,125.00
213-030-642.775	VENDOR FEE - WINTER	3,000.00	3,000.00	1,760.00	2,460.00
Total Dept 030 - REVENUES		50,340.00	50,340.00	46,877.32	49,171.96
TOTAL REVENUES		50,340.00	50,340.00	46,877.32	49,171.96
Expenditures					
Dept 040 - EXPENDITURES					
213-040-705.000	SALARIES - PLANNING	21,060.00	21,060.00	8,739.70	10,368.01
213-040-714.000	SOCIAL SECURITY	1,600.00	1,600.00	668.58	793.16
213-040-716.000	UNEMPLOYMENT INSURANCE	5.00	5.00	4.90	3.56

213-040-727.000	SUPPLIES	500.00	500.00	260.42	189.43
213-040-731.000	POSTAGE	50.00	50.00	0.00	204.88
213-040-732.000	MEMBERSHIP DUES/MML	400.00	400.00	0.00	0.00
213-040-750.150	BAG MATERIALS	0.00	0.00	341.15	0.00
213-040-750.250	FOOD TRUCK RALLY	12,000.00	12,000.00	8,277.42	6,745.50
213-040-750.260	POINSETTIA FUNDRAISER	300.00	300.00	0.00	0.00
213-040-750.300	MARKET MONEY	400.00	400.00	0.00	340.00
213-040-750.350	OUTDOOR MARKET	350.00	350.00	62.00	350.59
213-040-750.360	OUTDOOR MARKET MUSIC	975.00	975.00	787.50	975.00
213-040-750.370	SNAP REIMBURSEMENT	3,000.00	3,000.00	1,363.00	2,077.00
213-040-750.380	DOUBLE UP FOOD BUCKS	2,500.00	2,500.00	1,268.00	2,066.00
213-040-750.390	SENIOR PROJECT FRESH	2,500.00	2,500.00	2,322.00	2,298.00
213-040-750.400	WIC	2,500.00	2,500.00	1,667.00	2,059.00
213-040-870.000	TRAINING AND SCHOOLS	500.00	500.00	0.00	800.00
213-040-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	1,000.00	1,000.00	940.50	910.00
213-040-900.400	WINTER PROMOTION	700.00	700.00	20.05	0.00
Total Dept 040 - EXPENDITURES		50,340.00	50,340.00	26,722.22	30,180.13
TOTAL EXPENDITURES		50,340.00	50,340.00	26,722.22	30,180.13
Fund 213 - FARMERS MARKET FUND:					
TOTAL REVENUES		50,340.00	50,340.00	46,877.32	49,171.96
TOTAL EXPENDITURES		50,340.00	50,340.00	26,722.22	30,180.13
NET OF REVENUES & EXPENDITURES		0.00	0.00	20,155.10	18,991.83