



**Meeting of the  
BOYNE CITY  
PARKS AND RECREATION COMMISSION  
Thursday, March 11, 2021  
5:00 p.m. via ZOOM**



*www.cityofboynecity.com  
click on boards &  
commissions for complete  
agenda packets & minutes  
for each board*

1. CALL TO ORDER
  2. ROLL CALL
    - A. Excuse absence(s)
  3. APPROVAL OF MINUTES
    - A. Approval of the February 11, 2021 meeting minutes
  4. CITIZENS COMMENTS (non-agenda items – limit to 5 minutes)
  5. DIRECTOR’S REPORT
  6. CORRESPONDENCE
    - A. None
  7. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
    - A. Park Inspection Reports
    - B. User Groups
  8. UNFINISHED BUSINESS
    - A. None
  9. NEW BUSINESS
    - A. None
  10. GOOD OF THE ORDER
  11. ANNOUNCEMENTS
    - A. Next regular meeting April 8, 2021 @ 5 p.m.
  12. ADJOURNMENT
- Michael Cain is inviting you to a scheduled Zoom meeting.

**Join Zoom Meeting** via internet (*click on link below*) or by dialing toll free number phone number below. Once connected, provide the Meeting ID # and Passcode

<https://us02web.zoom.us/j/83968706281?pwd=K1lDZUJGUTIKemo5NjRDU1dlWUMzdz09>

**or call US Toll Free 888 475 4499 or 877 853 5257**

**Meeting ID: 839 6870 6281**

**Passcode: 340816**

*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may  
contact Boyne City Hall for assistance:  
Cindy Grice, City Clerk, 319 North Lake Street, Boyne City, Michigan 49712 (231) 582-0334*



Approved:

---

**Meeting of  
February 11, 2021**

RECORD OF THE PROCEEDINGS OF THE **REGULAR BOYNE CITY PARKS AND RECREATION COMMISSION MEETING HELD AT 5:00 P.M. Via ZOOM ON THURSDAY, FEBRUARY 11, 2021.**

---

**Call to Order**

Meeting was called to order by Chair Sheean at 5:02 p.m.

---

**Roll Call**

Present: Mike Sheean, Lisa Alexander, Tom Smith, Sterling, Vadnais, Weick, and Hugh Conklin

Absent: None

---

**Meeting Attendance**

City Staff: DPW director Tim Faas and executive assistant Barb Brooks

Public Present: 17

---

**Approval of Minutes  
\*\*MOTION**

**Conklin moved Weick seconded, PASSED UNANIMOUSLY** to approve the January 14, 2021 meeting minutes

---

**Citizens Comments  
(on non-agenda items)**

None

---

**Director's Report**

A written report was provided to the Commission in the agenda packet. In addition Faas requested the board add an item to the agenda under new business regarding consideration for additional project applications for the County Parks Millage Fund. It will be item 9E. Faas also reviewed the capital projects portion of the upcoming proposed budget.

Public comment/questions:

- *Which projects are on hold?* John St., Open Space, Waterworks Park, Ridge Run Dog Park, Rotary Park, Shoreline restoration areas, and BV Trail.
- *Are the roll-over project approved or to be approved?* They have been approved but were not completed during the current budget year
- *What is the timeline for Rotary Park batting cages & bullpen?* All of the items have been ordered and installation will take place in the spring once the ground is conducive to construction.
- A concern was raised regarding a driveway that may be impacted by the Waterworks Park project. The project isn't to the point of entrance relocation, it currently only encompasses walkways to and around the picnic shelter.

---

**Correspondence**

None

---

**Reports of Officers,  
Boards, and Standing  
Committees**

**Park Inspection Reports –**

- Avalanche has had a lot of activity. The trails had been a little rough but were reported to be better as of the meeting date. Faas reported that there was an issue with one of the computer systems on the water well causing it to not recognize one the tank is full causing occasional water to flow up through an overflow pipe near the base of Avalanche resulting in an icy area. The issue is being addressed.

**Unfinished Business**

---

**Board Member  
Appointment**

**\*\*MOTION**

Since the resignation of Heather Huffstutler the board has been operating with seven members instead of eight. Applications were reviewed in the late fall and it was decided to wait until after the holidays and first of the year to see if there was any additional interest. Two more applications were received. After board discussion and a handful of citizens' comments, **Sterling moved, Alexander seconded, PASSED UNANIMOUSLY** to recommend the appointment of Andrew Schmittiel to the Parks and Recreation board to a four year term expiring December 31, 2024. Conklin added that we were fortunate to have several equally interested and qualified people to choose from.

---

**New Business**

**Weick Re-appointment  
\*\*MOTION**

**Sterling moved, Vadnais seconded, PASSED UNANIMOUSLY** to recommend the reappointment of Robert Weick to a four year term, expiring December 31, 2024

**Student Member  
Appointment  
\*\*MOTION**

**Smith moved, Weick seconded, PASSED UNANIMOUSLY** to recommend the appointment of Lilianna Richards to serve as the first non-voting, student board member of the Boyne City Parks and Recreation Commission. Board members congratulated and welcomed Lilianna to the board and looks forward to her participation.

**Dog Park Agility Area  
Sign**

The board reviewed the proposed sign designed by The Woodshop. The only change was to the City's contact information. The general consensus was for staff to make the appropriate change and move forward with it.

**Citizens' Baseball /  
Softball committee  
Little League Field  
Renovation Proposal**

**\*\*MOTION**

A copy of the proposal was included in the agenda packet and was also verbally summarized by John Bush Jr. Several citizens spoke in favor of allowing the project to move forward and offered their support. The group plans to raise all of the funds needed for the project and is asking the City for some in-kind support with the utilities, grants and to update the lease agreement. **Alexander moved, Smith seconded, PASSED UNANIMOUSLY** to recommend supporting the group to move forward with the project.

**Charlevoix County  
Parks Millage  
Allocation Projects**

The City Commissioned passed the required resolution for the Waterworks Park application but wondered if there weren't other projects ready to go that we should be considering. After review, staff recommends two additional projects, the purchase of benches that would be placed along the Boyne Valley Trail and the Boyne Valley Trail extension near the

**\*\*MOTION**

wastewater treatment plant and trailhead at the airport.  
**Alexander moved, Sterling seconded, PASSED UNANIMOUSLY** to recommend moving forward with applications for the trail extension and trail benches.

---

**Adjournment**  
**\*\*MOTION**

The February 11, 2021 regular meeting of the Parks and Recreation Board meeting adjourned at 6:30 p.m.

---

Barb Brooks, Recording Secretary

*Draft*

## CITY OF BOYNE CITY

To: Parks & Recreation Commission  
From: Tim Faas, Director of Public Works  
Date: March 8, 2021  
Subject: **March Update Report**

---



Over the past month, the Public Works staff has been engaged in the following items.

1. The City Commission approved the request from the Boyne City Little League group to rebuild the waterfront field in Veterans Park. They have applied for a grant already from a group in the Midland region.
2. The tracks for the John Deere Gator have finally been received, but we will wait until December 2021 to install those given the present weather forecast. We'll continue to use the snowmobile on loan from Challenge Mountain for the balance of the winter season. A donation will be made to Challenge Mountain in consideration for use of the snowmobile.
3. The Boyne City Middle School held the Cardboard Classic Sledding Event at Avalanche on Friday, March 5<sup>th</sup>.
4. The City Manager has recommended the City Commission consider re-opening the Veterans Pavilion up to accept reservations again following the March 2<sup>nd</sup> MDHHS Orders on Non-Residential Indoor Gatherings. Up to 25 persons are allowed to gather indoors provided they abide by the guidance as summarized on the attached document.
5. The 2021/2022 Budget was reviewed by the City Manager last week. Most of the capital projects requested were eliminated given the budget constraints imposed. I am hopeful a few of the projects might get reinstated following review by the City Commission; otherwise, the 2021/2022 projects will likely get resubmitted for consideration the following fiscal year. I can elaborate further at the meeting.

Encl. March 2<sup>nd</sup> Fact Sheet for MDHHS



# COVID-19

# MDHHS EPIDEMIC ORDER

## EFFECTIVE MARCH 5 THROUGH APRIL 19



### Limits on attendance at residential gatherings.

- Face masks are required at all times, unless eating or drinking.
- Residents should follow MDHHS [guidelines for safe social gatherings](#) and are encouraged to form a “pod” of people to socialize with consistently.

INDOORS: UP TO 15 PERSONS FROM 3 HOUSEHOLDS

OUTDOORS: UP TO 50 PERSONS



### Limits on attendance at non-residential gatherings.

- Everyone must wear a face mask at all times, unless eating or drinking while seated in a designated area.
- Consumption of food or beverages is permitted only while seated in a designated area with a group of no more than 6 people.
- While eating or drinking, each group must be at least 6 feet apart and may not intermingle.

INDOORS: UP TO 25 PERSONS

OUTDOORS: UP TO 300 PERSONS

“Gathering” means any occurrence where two or more persons from more than one household are present in a shared space. Incidental gatherings (where people do not mingle with others outside their group) are excepted. For more information on gathering rules, please see the FAQs.



### Face masks are still required.

Businesses, government offices, schools, child care organizations, operators of public transit, and all other gathering organizers must not allow indoor or outdoor gatherings of any kind unless they require individuals to wear a face mask. These entities may not assume that someone who enters the business without a face mask falls in one of the exceptions; but may accept an individual’s verbal representation that they are not wearing a face mask because they fall within a specified exception.



### Retail and personal services

- Gatherings at a retail setting, library or museum, may not exceed 50% of total occupancy limits established by the fire marshal. Spaces for indoor dining, including food courts, must comply with the requirements for food service establishments.
- Gatherings to receive personal care services, including hair, nail, tanning, massage, spa, tattoo, body art, and piercing services are permitted by appointment. Masks must be worn at all times except if a customer is receiving a medical or personal care service for which the removal of the face mask is necessary.



## Recreation and entertainment

- The following recreation and entertainment venues are open for enjoyment by individuals or groups of up to 25 persons: auditoriums; arenas; cinemas; concert halls; performance venues; sporting venues; stadiums; theaters; archery ranges; amusement parks; arcades; bingo halls; bowling alleys; gun ranges; laser tag; and trampoline parks.
  - Indoor Facilities: must not exceed 50% of the limits established by the fire marshal, and must not exceed an overall total of 300 people.
  - Outdoor Facilities: must not exceed 50% of the limits established by the fire marshal (if applicable), and must not exceed an overall total of 1000 people.
  - Everyone must wear a face mask at all times, unless eating or drinking while seated in a designated area.
  - Consumption of food or beverages is permitted only while seated in a designated area with a group of no more than 6 people.
  - Groups must be spaced 6 feet apart.
  - Large Indoor Stadiums/Arenas: up to 375 patrons for large venues with a seating capacity up to 10,000 seats, and up to 750 patrons for large venues with a seating capacity up to 10,000 seats



## Food service

- Indoor dining at restaurants and bars is permitted up to 50% normal seating capacity or 100 persons, whichever is less.
- Dining is only allowed until 11 p.m. and in designated dining areas where patrons are seated, groups of patrons do not exceed 6 people at a table, and each table is separated by at least 6 feet. This includes dining inside most covered patios, balconies, tents, and other structures, unless they are mostly open to the air. See the [Outdoor Seating Infographic](#) for more details.
- Food service for takeout and delivery is permitted.
- Outdoor dining is permitted so long as no more than 6 persons are seated at each table and tables are spaced 6 feet apart.
- Dining in an igloo, hut, or small tent is permitted so long as there is only one group inside.



## Exercise, fitness, and sports

- **Exercise facilities:** Gatherings are permitted both indoors and outdoors for individual exercise, group classes, and individual and group instruction. Exercise facilities include gymnasiums; fitness centers; exercise studios; tracks; sports complexes, pools, yoga, dance, gymnastics, and cycling studios; ice rinks; roller rinks; and trampoline parks.
  - Attendance must not exceed 30% of the total occupancy limits.
  - There must be at least 6 feet of distance between each occupied workout station
  - Spaces and activities must be set up to maintain 6 feet between all persons at all times.
  - Masks are required, except for swimming.
- Capacity limits for ice and roller rinks must not exceed 10 persons per 1,000 square feet (approximately 175 people at once on a typically sized rink).
- **Contact sports** that can be played with a mask can proceed with practice and competition as of February 8. Where a sports organizer has deemed a type of sport to be unsafe to play while masked, all participants across the entire organization must be tested consistent with the testing protocol specified in [MDHHS Interim Guidance for Athletics](#).
- For more information on sports and athletics: [Coronavirus - Sports and Athletics \(michigan.gov\)](#).

**PARKS AND RECREATION COMMISSION – 4 year term**

Name	Phone	Alternate Phone	Term Expires
<b>Lisa Alexander</b> 1120 Wilson St. Boyne City, MI 49712 <a href="mailto:macalistersmom@hotmail.com">macalistersmom@hotmail.com</a>	231-459-4300		12/31/2022
<b>Tom Smith</b> 311 State St. Boyne City, MI 49712 smithtg36@gmail.com	260-255-9092		12/31/2022
<b>Diane Sterling, Vice Chair</b> 314 McKinley St. Boyne City, MI 49712 <a href="mailto:boyne5@charter.net">boyne5@charter.net</a>	734-355-3160		12/31/2022
<b>Michael Sheean, Chair</b> 633 Forest Park Lane Boyne City, MI 49712 <a href="mailto:m_sheean@yahoo.com">m_sheean@yahoo.com</a>	231-582-4030	231-675-1580	12/31/2022
<b>Hugh Conklin</b> 440 Hemlock St. Boyne City, MI 49712 <a href="mailto:hughconklinbc@gmail.com">hughconklinbc@gmail.com</a>	231-675-1768		12/31/2023
<b>Greg Vadnais</b> 717 First St. Boyne City, MI 49712 <a href="mailto:vadnaisg@gmail.com">vadnaisg@gmail.com</a>	989-350-3587		12/31/2023
<b>Andrew Schmittiel</b> 915 Robinson St. Unit 6 Boyne City, MI 49712 <a href="mailto:aschmittiel@gmail.com">aschmittiel@gmail.com</a>	231-459-8584		12/31/2024
<b>Robert Weick</b> 600 Call St. Boyne City, MI 49712 <a href="mailto:rdweick@gmail.com">rdweick@gmail.com</a>	402-639-0450		12/31/2024
<b>Lilianna Richards</b> Student Member Boyne City, MI 49712 <a href="mailto:23richards@boyne.k12.mi.us">23richards@boyne.k12.mi.us</a>			

FIVE members needed for a quorum.  
 Revised: March 8, 2021