City of Boyne City
Founded 1856

319 N. Lake Street Boyne City, Michigan 49712 Phone 231-582-6597
www.cityofboynecity.com Fax 231-582-6506

BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, March 12, 2019 at 7:00 p.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CONSENT AGENDA
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed and placed as the last item under new business to receive full discussion. Such requests will be automatically respected.

   A. Approval of the February 26, 2019 City Commission regular meeting minutes as presented
   B. Approval to authorize staff to order a sign recognizing the MDNR Waterways grant for the Marina from The Wood Shop in the amount of $2,700 and authorize the City Manager to execute the documents

4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)

5. CORRESPONDENCE

   A. Invitation from Charlevoix Conservation District to the revealing of their new Community Room on Thursday, March 14 from 3:00 to 6:30 p.m.
   B. Congratulations from State Representative Triston Cole regarding the Refined Petroleum grant received for the Boyne Automotive Redevelopment Project

6. CITY MANAGER'S REPORT

7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

   A. Draft minutes of the February 7, 2019 Main Street Board Meeting
   B. Draft minutes of the February 14, 2019 Parks & Recreation Commission
   C. Draft minutes of the February 18, 2019 Historical Commission Meeting
   D. Draft minutes of the February 18, 2019 Planning Commission Meeting

8. OLD BUSINESS

9. NEW BUSINESS

A. Redevelopment Liquor License Request

Consideration to approve that the application from Brehm Ventures, LLC. for a new Class C license issued under the provisions of MCL 436.1521a(1)(b) located at 125 Water St. be approved by the Michigan Liquor Control Commission

B. Snow Haul-Out Contract

Consideration to accept the informal hourly quotes provided by R&B Trucking of Boyne City in an amount not to exceed $14,000 and authorize the City Manager to execute the necessary documents

C. Harbor Central Reservation System

Consideration to implement the State's Harbor Central Reservation System and authorize the City Manager and Harbormaster to sign the documents

D. FYE 2020 Budget Presentation

Presentation of proposed FYE 2020 City Budget by City Manager Michael Cain

E. Preliminary Budget Review Meeting

Consideration to authorize a preliminary budget review work session on Monday, March 18 between 2 and 4 p.m. in the Parkview Room

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The Budget Work Session is scheduled for March 21, 2019 at 8:00 a.m.
- The next regular City Commission meeting is scheduled for Tuesday, March 26, 2019 at Noon

12. ADJOURNMENT

Scan QR code or go to www.cityofboynecity.com click on Boards & Commissions for complete agenda packets & minutes for each board

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/Treasurer, 319 North Lake Street, Boyne City, MI 49712; phone (231) 582-0334

FEBRUARY 26, 2019 REGULAR MEETING

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON TUESDAY FEBRUARY 26, 2019

CALL TO ORDER

Mayor Neidhamer called the meeting to order at noon followed by the Pledge of Allegiance.

Present: Mayor Tom Neidhamer, Mayor Pro-Tem Ron Grunch, Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Michael Cain, Cindy Grice, Scott McPherson, Jeff Gaither, Kelsie King-Duff, Tim Faas, Barb Brooks, Patrick Kilkenny, John Lamont and Mark Fowler

Others: There were eleven citizens in attendance.

CONSENT AGENDA MOTION

2019-02-020
Moved by Solomon
Second by Page

Approved of the February 12, 2019 City Commission regular meeting minutes as presented
Approved of the recommendation of the Parks and Recreation Board to accept the resignation of Tom Smith and appoint Robert Weick to the board for the remainder of a four-year term expiring December 31, 2020

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

Derek Schroeder from East Main Street discussed the private, for profit companies that are dumping snow at the airport. He thinks there needs to be a curfew for snow hauling and that it is unreasonable during the night hours. It is too loud, too inconvenient for those trying to sleep.

CORRESPONDENCE

None

CITY MANAGERS REPORT

City Manager Cain reported:

- Boyne Valley Township approved their motion to enter into an interlocal agreement with Jordan Valley EMS. There are no dates at this time when they anticipate their start date and when they leave our service.
- Kudos to the DPW staff for keeping our roads clear during the past several weeks of storms

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

The January 2019 Financial Statement was received and filed.

DRAFT

Food Plain Management Provisions

Consideration of second reading to adopt an ordinance addressing floodplain management provisions of the State Construction Code

Planning Director Scott McPherson discussed the Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRM) for Charlevoix County and all jurisdictions in the County which have been completed and delivered. The maps are set to become effective on May 16, 2019 and will replace the existing FIRM maps. The City has participated in the National Flood Insurance Program since 1982 and there are a number of properties in the City that are currently covered by the NFIP.

With the updating of the FIRM there are actions the City needs to take in order to remain in the program and insure uninterrupted insurance coverage to City residents that are covered by NFIP. If the City does not adopt the updated map City residents will no longer be eligible for flood insurance through the NFIP and would be forced to purchase private flood insurance at a significantly higher cost. Prior to the May 16, 2019 effective date the City will need adopt an ordinance addressing floodplain management provisions of the State Construction Code and pass a resolution and Intergovernmental agreement to manage floodplain development for NFIP.

Today is the second reading of this proposed ordinance. The adoption of the ordinance and resolutions will not change any current policy, procedure or responsibility. The adoption of the ordinance will update the ordinance adopted in 1982 and the resolution reaffirms the City's commitment to participate in the NFIP, and formalizes the agreement with Charlevoix County to continue to be the enforcing agency using existing provisions in the state construction codes.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement

MOTION

2019-02-021
Moved by Conklin
Second by Solomon

To approve the second reading and adopt an ordinance addressing floodplain management provisions of the State Construction Code

Ayes: 5
Nays: 0
Absent: 0
Motion carried

MDOT Funding Resolution

Consideration to approve the resolution to establish a request for $250,000 of funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for the reconstruction of Cedar Street and Terrace Street as funded by the

DRAFT

State Transportation Economic Development Fund (TEDF) – Category B Program and authorize the City Manager to execute the documents required for the grant application

Director of Public Works Tim Faas stated that on February 13, 2019 MDOT announced a new State grant category for cities and villages with populations less than 10,000 for road improvements. The city staff, together with our design consultant C2AE, has reviewed the applicability of the grant for our road projects currently under design. We feel that the Cedar Street and Terrace Street reconstruction projects fit the grant criteria best.

The grant applications are due on/or before April 5, 2019 for the State fiscal years 2019 and 2020. A resolution by the City Commission, in support of the application, is required to be submitted along with the application. Attached is the model resolution provided in the grant application materials for approval. MDOT indicated it intends to make notification of the successful applicants in mid-May of this year. The maximum grant request is $250,000 from a fund of $3,000,000 per year through the year 2023.

Staff Comments: City Manager Cain said we are looking at the timing of the project that is currently out for bids.

Citizens Comments: None

Board Discussion: All are in agreement

MOTION

2019-02-022
Moved by Page
Second by Conklin

To approve the resolution to establish a request for $250,000 of funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for the reconstruction of Cedar Street and Terrace Street as funded by the State Transportation Economic Development Fund (TEDF) – Category B Program and authorize the City Manager to execute the documents required for the grant application

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Good Of The Order

None

ADJOURNMENT

Motion by Mayor Neidhamer, second by Commissioner Conklin to adjourn the Regular City Commission meeting of Tuesday, February 26, 2019 at 12:32 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk/Treasurer

DRAFT

CITY OF BOYNE CITY *MEMO*

To: **Michael Cain, City Manager**

From: **Barb Brooks, Executive Assistant**

Date: **March 7, 2019**

Subject: **Harbor / Marina Sign**

The State of Michigan Department of Natural Resources Waterways Division, who oversees all grant in aid facilities (boating facilities that have received grant funds from the DNR-Waterways program) requires recognition sign to be installed at grant in aid facilities. This is spelled out in their grant agreements with the communities.

The DNR provides the sign specifications and provides vendor information to order the sign. What they don't provide are funds to purchase this mandated sign and in the past have not allowed any variation in design or material. Over the years I have expressed my concern over the look / design of the sign giving the appearance of the facility being a State DNR facility vs. a municipal / community facility and being able to design a sign that resembles other signage within a downtown or community. Attached at the end of this memo are a couple examples of signs found at other facilities.

Over the last couple years, I have been working with the State's harbor coordinator and grant coordinator to see if we could compromise and give the City some with the sign. As they were willing to entertain the idea, I started working with Bruce Jansen at The Wood Shop to come up with a design that looks like Boyne City but incorporates the elements required by the State. Also attached to this memo is an email from DNR staff approving the sign and The Wood Shop's proposal for design and cost.

If approved to move forward, the sign would be constructed during the spring but not installed or billed until early summer. The exact location of the sign has not been determined but will be near the main walkway leading the lighthouse and facilities building.

I have budgeted funds in the upcoming FYE 2020 proposed budget to cover the cost. The sign will also act as a prototype for the State as they consider similar request in the future.

Recommendation: To authorize staff to order the sign from The Wood Shop at a cost of $2,700.

Other options: To purchase the standard sign designed by the State through their vendor to have installed by City staff.

From: Petersen, Paul (DNR) [mailto:PetersenP@michigan.gov]
Sent: Friday, December 21, 2018 12:15 PM
To: Barb Brooks <bbrooks@boynecity.com>
Cc: Dawson, Linnae (DNR) <DAWSONL@michigan.gov>
Subject: RE: Harbor Sign

Hello Barb:

Waterways program approves the WW sign as you have proposed. Since this is a new way of creating the sign so we are very interested in the details…where you are purchasing, colors, materials, etc.. In a very real sense this sign will be acting as a "pilot project" if you will, so I want to work closely with you on the details as you proceed.

Thank you!

Paul

THE WOOD SHOP
CUSTOM SIGNS SINCE 1974

111 East Street
Boyne City, MI 49712-1213
Phone: (231) 582-9835
Fax: (231) 582-9868

PROPOSAL CONTRACT

Date: 11/21/18

Bill to: City of Boyne City
319 Lake Street
Boyne City, MI 49712

Job Name **Grant Moore Marina**

Contact Barb Brooks

Phone
Mobil
Fax
Email bbrooks@boynecity.com

GRANT MOORE MARINA SIGN

Item#	We hereby submit specifications & Estimates for:	Qty	Labor & Materials	Extended Amount
	REVISED DESIGN AND NEW SIZE: 4" x 4"Two sided cedar sign, sandblasted background with applied aluminum copy panels for small text. Per revised design 11/16/18 5" x 5" laminated clear cedar post with tops. Includes hanging plaque for "Clean Marina" Winter Construction, Spring Installation			$2,540.00

Terms & Conditions

- 50% Deposit w/Order $
- Bal Due: Upon Invoice ☑ C.O.D. ☐
- Invoices over 30 days subject to service charge
- Finished product stored over 30 days subject to storage fee
- All tax exempt accounts require Tax I.D. number
- F.O.B. Boyne City Michigan
- Customer to supply all permits

Subtotal	$ 2,540.00
Tax	-0-
Installation	$160.00
Total	$ 2,700.00

We propose to furnish the above specified items at the quoted prices:

This quotation is valid for 30 days Signature _____ Date _____

Acceptance of proposal- the above prices, specifications and terms are satisfactory.

You are hereby authorized to do said work. Signature _____ Date _____

NEW IMPROVEMENTS UNDERWAY !
Projects in this facility are made possible through visitors like you participating in the Recreation Passport program. Michigan's State Parks and Waterways facilities receive no general fund tax dollars, so your support of outdoor recreation is critical for the enjoyment of future generations.
Check "YES" for the Recreation Passport when you renew your vehicle registration to support future improvements at your favorite state recreation destinations.
Thank You !

HARLEY ENSIGN MEMORIAL
ACCESS SITE
Technical and financial assistance to communities in constructing public boating facilities is made possible by funds collected from the boat license and marine fuel taxes as administered by the
MICHIGAN WATERWAYS STATE COMMISSION.
DEPARTMENT OF NATURAL RESOURCES

CHARLEVOIX
CONSERVATION DISTRICT

RECEIVED
FEB 25 2019

Mr. Cain & City Hall Staff,

Please join us Thursday, March 14th, 3:00-6:30 pm in the revealing of our new Community Room!

The Community Room will host programs, meetings and workshops for the District and our conservation partners year-round. For a small fee, the Community Room will also be available for the public to rent for meetings and small group events.

Food from Smokin' Joe's BBQ - Jordan Inn food truck & beverages will be on the house along with information provided by partnering conservation groups & nature activities for youth.

Come and learn about your local conservation district and other conservation groups in your community and enjoy some fun activities and tasty treats while you view our new Community Room!

Ribbon cutting with the Chamber and Community Foundation at 3pm!

MICHIGAN HOUSE OF REPRESENTATIVES

TRISTON COLE

STATE REPRESENTATIVE

105TH DISTRICT

February 22, 2019

City of Boyne City
Attn: Michael Cain, City Manager
319 North Lake Street
Boyne City, MI 49712

Dear Mr. Cain:

I am writing to offer my utmost congratulations for Boyne City's receipt of a $106,000 Refined Petroleum Grant. The Boyne Automotive Redevelopment Project will help the people of Boyne City and its surrounding communities. This exceptional news will excite the members of your community.

Thank you for all that you do, and as always please feel free to contact my office at (517) 373-0829 or TristonCole@house.mi.gov if I can be of assistance to you.

Congratulations,

Triston Cole
Majority Floor Leaders
State Representative-105th District

RECEIVED
FEB 25 2019
BY

P.O. BOX 30014, LANSING, MI 48909-7514

PHONE: (517) 373-0829 | TOLL-FREE: (855) DIST-105 | FAX: (517) 373-1841 | E-MAIL: tristoncole@house.mi.gov | ONLINE: www.RepTristonCole.com

Approved: _____

Meeting of February 7, 2019	MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, FEBRUARY 7, 2019 at 8:30 AM CITY HALL, 319 NORTH LAKE STREET
Call to Order	Chair Michelle Cortright called the meeting to order at 8:30 a.m.
Roll Call	Present: Jodie Adams, Chris Bandy, Michelle Cortright, Patti Gabos, Becky Harris, Patrick Little, Pat O'Brien, Rob Swartz
Meeting Attendance	Absent: Michael Cain City Staff: Main Street Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planner Patrick Kilkenny Public: One
New Board Members	Pat O'Brien, Jodie Adams, and Patti Gabos were installed/reappointed as members of the Main Street Board.
Appointment of Chair & Vice-Chair	The Organization Committee recommended that Chris Bandy be appointed as Chair of the Main Street Board and Rob Swartz be appointed Vice-Chair.
MOTION	**Adams moved, Cortright seconded, PASSED UNANIMOUSLY** to appoint Chris Bandy Chair of the Main Street Board and Rob Swartz Vice-Chair of the Main Street Board.
Approval of Minutes MOTION	**Adams moved, Harris seconded,** to approve the January 3, 2019 minutes as presented.
Citizens Comments	None.
Correspondence	None.
Committee Reports	**<u>Organization</u>** Minutes received and filed. Boyne Thunder registration opens on March 1st. **<u>Promotion</u>** Minutes received and filed. Chocolate Covered Boyne is next week. There are 35 participants in the event.

DRAFT

Design

Minutes received and filed.
Bob Grove shared the design of the kitchen being added at the Dilworth project. It is very well done.
The Committee reviewed the budget.
Bruce Janssens brought in a proto type of the historic signage being planned.
The Committee discussed the design of new development coming to town. The Committee can only make recommendations.

Economic Vitality/Team Boyne

Minutes received and filed.

Farmer's Market

The 2019 summer vendor fees are being increased to $35 per foot. Our rates are still low compared to other area markets.

Director's Report

Received and filed.
The Strategic Planning Session will be held on Wednesday, March 13th in the afternoon. Details to follow.

Unfinished Business

None.

New Business

Resolution in Support of Walloon Lake Trust & Conservancy

Walloon Lake Trust Resolution

The Walloon Lake Trust and Conservancy is fundraising to purchase lands near the Boyne School Forest Trails. Main Street supports their efforts to purchase land and build and reserve multi-use trails at the Boyne School Forest property in an effort to support outdoor recreation and economic development in the Boyne area.

MOTION

Cortright moved, Little seconded, PASSED UNANIMOUSLY to approve the resolution supporting the acquisition of land that will support trail expansion in the Boyne School Forest as presented.

2019 Work Plans

2019 Work Plans

Consideration to adopt proposed work plans for 2019. Work plans need to be adopted for Michigan Main Street.

MOTION

Swartz moved, O'Brien seconded, PASSED UNANIMOUSLY to adopt the proposed work plans for 2019 as presented.

Chair Appointments

Chair Appointment to Committees

Consideration to appoint the following chairs to the corresponding committees for a period of 1 year : Michelle Cortright – Organization , Sally Vandomelen-Marketing/Promotions, John Cool Economic Vitality/Team Boyne, Adam Graef – Design

DRAFT

MOTION

Adams moved, Swartz seconded, PASSED UNANIMOUSLY to appoint the following chairs to the corresponding committees for a period of 1 year: Michelle Cortright – Organization, Sally Vandomelen- Marketing/Promotions, John Cool - Economic Vitality/Team Boyne, Adam Graef – Design.

Financial Report Review

The Financial Report was received and filed.

Good Of The Order

- Jodie Adams encouraged all to attend the Housing Solutions Meeting Friday February 15th as well as the next Planning Commission meeting to provide input on design issues.
- February 21st the Business After Hours will be held at the Walloon Lake Trust & Conservancy office.
- The State of the Community Luncheon will be April 11th at the Talcott Center in the Village of Walloon.
- Welcome to Patti Gabos!

Adjournment

The February 7, 2019 meeting of the Boyne City Main Street Board was adjourned at 8:58 a.m.

_____

Jane Halstead, Recording Secretary

DRAFT

Agenda Item 7B

Approved:

Meeting of February 14, 2019	RECORD OF THE PROCEEDINGS OF THE **REGULAR BOYNE CITY PARKS AND RECREATION COMMISSION MEETING** HELD AT 5:00 P.M. AT CITY HALL ON THURSDAY, FEBRUARY 14, 2019.
Call to Order	Meeting was called to order by Chair Mike Sheean at 5:00 p.m.
Roll Call	Present: Mike Sheean, Diane Sterling, Lisa Alexander, and Hugh Conklin Absent: Jo Bowman, Greg Vadnais, and Gow Litzenburger
Meeting Attendance	City Staff: DPW superintendent Tim Faas and recording secretary Barb Brooks Public Present: five (5)
Excused Absences ****MOTION**	**Alexander moved, Conklin seconded, PASSED UNANIMOUSLY** to excuse the absence(s) of Litzenburger, Vadnais and Bowman
Approval of Minutes ****MOTION**	**Conklin moved, Alexander seconded, PASSED UNANIMOUSLY** a motion approving the January 10, 2019 meeting minutes as presented
Citizens Comments (on non-agenda items)	None
Director's Report	Director Faas provided a written report included in the agenda packet and also updated the board on the Rotary Park tennis court issue. The solution to fixing the problem is a mill and fill resurfacing process that will take place this summer. Ongoing discussions will take place regarding financial responsibility.
Correspondence	None
Reports of Officers, Boards, and Standing Committees	**Park Inspection Reports** – • Avalanche sledding, skating and warming house getting a lot of use. Report of skates not being sharpened and discussion on who should be doing it and how often. Trails also continue to be groomed and used. • Sterling reported that she checked in at the dog park and reported that the gates were being kept clear of snow and was definitely getting use.
<u>Unfinished Business</u>	None

draft

New Business

Park(s) Use Special Request – Youth Baseball Tournament

Travel baseball organizer John Bush requested use of several baseball and softball fields throughout the summer to hold a series of baseball tournaments. The travel baseball teams are made of kids between the ages of 10 – 18. The tournaments are a great opportunity for our area youth to play more ball, not have to travel as much and it will bring a lot of people to town to experience Boyne City. Little League organizer Clyde Payton stated he is in favor of the tournaments and the schedule does not conflict with their use of the field. The board had some concern regarding the use of the Little League field during Boyne Thunder weekend. Bush stated they could utilize the other fields during that weekend. **Conklin moved, Sterling seconded, PASSED UNANIMOUSLY** a motion to support the applications for holding the proposed baseball tournaments with the exception of the Little League field / waterfront during Boyne Thunder weekend.

****MOTION**

Friends of the Boyne River - Boyne River Nature Trail Signage

****MOTION**

Included in the agenda packet was a sample of educational signs that are being proposed for the Boyne River Nature Trail; a wetlands identification sign and 2 or 3 species identification signs. The signs will be purchased and installed with grant funds so there is no cost to the City. **Conklin moved, Alexander seconded, PASSED UNANIMOUSLY** to recommend approval of signs and for Friends of the Boyne River to work with staff regarding installation and placement.

Project Priorities Goals and FYE 2020 Budget

Director Faas conducted an exercise to help determine the board's priorities and projects that should be considered for funding during the budget process.

Appointment of new board member

Robert Weick has expressed an interest in serving on the Parks & Recreation board. There is a current opening due to the resignation of Tom Smith. Weick shared that he has interest in serving the City and a passion for parks and recreation. While not from the area, he has lived in many communities around the country and ultimately chose to make the move to Boyne City several years ago to become a full-time resident. **Alexander moved, Sterling seconded, PASSED UNANIMOUSLY** to recommend the appointment of Robert Weick to the Parks and Recreation Commission to fill the remainder of Tom Smith's term expiring December 31, 2020.

****MOTION**

Adjournment

The February 14, 2019 meeting of the Parks and Recreation Board was adjourned at 6:46 p.m.

_____

Barb Brooks, Recording Secretary

draft

BOYNE CITY HISTORICAL COMMISSION

Minutes of February 18, 2019
7:00pm
Boyne City Hall

I.CALL TO ORDER: 7:04pm

II. ROLL CALL

PRESENT:	Sansom, Barden, Alexander, and Dawson
ABSENT:	Hewitt, Reycraft
Guests:	None

III. APPROVAL OF MINUTES: Approval of minutes from the January 21, 2019 meeting motioned by Alexander, second by Dawson, all ayes.

IV. OLD BUSINESS:

Agenda/Minutes from joint meeting to discuss ownership of artifacts and other issues pertaining to the collection.

Dawson and Barden provided review and answered questions about the joint meeting including the agreement on the photos and artifacts to read "Courteousy of the City of Boyne City", that all scanning is storage is to be done on city owned devices and that heritage Center was looking into pricing to purchase scanner (s), that Hewitt will create written agreement between Elise Freed and City of Boyne City for photography of artifacts and photos, no items are to leave without being checked out with Hewitt or Dawson, storage of artifacts and phots while being catalogued.

It was the general consensus of those present that there still needs to be some sort of temporary locking storage within the museum until upstairs unit can be cleared. Asuka will take back to Heritage Center's meeting on Wednesday.

There was also discussion regarding the photos that are on the libraries website and Ed May's computer. Work bee date was tentatively set for Saturday, February 23 at 10 at City Hall.

Discussion also ensued about the joint meeting serving as a basis for the final agreement to be put into place before museum is turned over the heritage Center, and that this board should be starting a list of things to be included in that agreement.

V. NEW BUSINESS:

A. Update from Heritage board-

Barden provided update. Heritage Center has meeting Wednesday night. They have Researched some scanners and found scanners for $99. Would ideally like 2.

DRAFT

They have started moving things down from upstairs to begin the cataloguing and photography process.

VI. CITIZEN COMMENTS

None

VII. COMMUNICATIONS

None

VIII. NEXT MEETING

MARCH 18, 2019

IX. ADJOURNMENT 8:14pm

DRAFT

Approved: _____

Meeting of February 18, 2019

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday February 18, 2019 at 5:00 pm.

Call to Order

Chair Place called the meeting to order at 5:00 p.m.

Roll Call

Present: Ken Allen, Jason Biskner, George Ellwanger, Tom Neidhamer, Aaron Place, Jeff Ross and Joe St. Dennis
Absent: Jim Kozlowski
Vacancy: One

Excused Absences
****Motion**

2019-2-18-02
St. Dennis moved, Allen seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of Kozlowski.

Meeting Attendance

City Officials/Staff: Planning and Zoning Administrator Scott McPherson, City Manager Michael Cain, City Commissioner Hugh Conklin, Sally Page and Ron Grunch, Assistant Planning and Zoning Administrator Patrick Kilkenny, Assistant Police Chief Kevin Spate, Main Street Manager Kelsie King-Duff and Recording Secretary Pat Haver
Public Present: Seventy eight

Consent Agenda
****Motion**

2019-2-18-03
Ross moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda, the Planning Commission minutes from January 21, 2019 as presented.

Citizen comments on Non-Agenda Items

Leslie Pritchard – At the recent City Commission meeting held last week, I want to commend Commissioner Conklin for being willing to refer back to the Planning Commission the recent height ordinance amendments for another look, however was distressed that it went nowhere for a lack of a second. I was concerned that the communication from Todd Wright was not read into the minutes, and this item came to a vote with very little time for citizens to review and prep. The first floor height was amended, and the intention of the ½ story at the top did not refer to living space or penthouses; it was intended for parapets and concealing mechanicals.
Barb Borgeld: W. Main St. - For items of this importance, meetings should be held at 7:00 pm and not during the day or at 5:00 pm when most people are not able to attend.

Reports of Officers, Boards and Standing Committees

The Boyne Housing Solutions group recently met and had presentations from Ted Macksey, Scott Gillespie and Jane MacKenzie. This meeting was well attended; and the group has been tasked with coming up with solutions to find ways to help alleviate the housing shortage.

Unfinished Business

None

New Business

Preliminary review of proposed renovation at 300 Water St.

Planning Director McPherson reviewed his staff report that was included in the agenda packet, then turned over the presentation to Bob Grove, owner of the Dilworth.
Bob Grove – We are working on restoring the building back to how it was originally built. It was remodeled about 30 years ago, and we are tearing up and into those renovations to figure out the best plan of action. We will be downsizing the number of current rooms to 22; so will be high-end accommodations. The existing dining room has been restored to its original condition, and for the bar, we purchased one that is more fitting to the original building design. We are currently looking at removing and rebuilding the back area to be used for the kitchen extending it out approximately 10

Draft

feet. The basement will have a wine cellar, private dining area and the bar. Because of deterioration we will need to remove and replace all of the existing cast iron pipes. We would like to bury all of the incoming power lines, so have purchased the adjacent piece of property to accomplish that. We are not sure what we will be doing with that building, except redoing the garage. Not sure what the final intentions will be, but may use it for temporary staff housing.

Public comment opened at 5:16 pm

Melissa Casper – I understand there are some plumbing issues, will each of the rooms have their own bathroom? **Grove** – Yes
Scott MacKenzie – Thank you for the passionate meticulous work that you are doing to restore this building. Will the brick exterior be the same? **Grove** – we do not have enough original brick, so will be trying to match as closely as possible.
Leslie Pritchard – Yes, thank you as well, it was stated that this is a 4 story building; actually there are 3 floors and a basement right? **Grove** – Yes
Barbara Malpass Young – Thank you, I remember when my mother in law and grandmother worked there. Will you be using local suppliers and contractors? **Grove** – as much as possible.
Penny Hardy - Do you have a time frame for a grand opening? **Grove** – We have a lot of things to still fix and fix right, hopefully within 3 years.

Public comment closed at 5:20 pm

The board was pleased with the work done so far, and look forward to seeing it finished

---

Development Plan Review proposed Mixed Use at 216 N. Lake St.

Planning Director McPherson reviewed his staff report that was included in the agenda packet, a 100' x 40' 3 story mixed use building is being proposed which will consist of a 2,340 sq. ft. dental office, and a 1,260 sq. ft. commercial space on the first floor and a total of 3 1,200 sq. ft. apartments on the second and third floor for a total of 6 dwelling units. Public entrances to the dental office and the commercial space will be on the west and south sides of the building, with the entrance to the residential units on the east side. The current plans are proposing 22 parking spaces behind the building with 11 to be carports with storage units. The parking demand for the proposed uses is calculated at 32 spaces with the dentist office requiring 16; the commercial use requiring 4; and a total of 12 for the 6 residential units. For this application to be approved, the planning commission would need to consider reducing or waiving the parking requirements. In making the determination the board can consider the zoning ordinance provisions of sections 24.20 F which allows for up to a 20% reduction for collective uses of the available parking spaces and/or 11.05 L which allows the commission to lessen the number of required spaces based on the availability of on street parking spaces, off-site parking lots, municipal parking lots, a finding that patrons will either walk to the site from nearby neighborhoods or will park at other sites and visit several uses at one time, or the placement and configuration of existing buildings.
Cliff Harvey: Case Construction – If you remember, we were here with preliminary plans for a one story dental office building. After discussion with this board and a request to possibly put in residential units above, this is the plan with we have come up with. The only difference is a little larger first floor foot print and the addition of the second and third residential floors. We have the same architectural design features, so will be using board and batten, wood shakes and stone as shown on their design board.
Nate Vohwinkle: developer – with the proposed plan, we are utilizing the best view of the area, and are proposing condo units with a lesser price point. We have removed the curb cut entrance from Lake Street, and have funneled all of the traffic into the parking lot from the North Street side. Because the building sits close to the sidewalk, the

Draft

commercial space door has been inset into the building to reduce any obstruction to the sidewalk and the 2nd floor residential unit balconies will be 12 feet from the ground, so will not be a problem with people walking down the sidewalk. The carports will be constructed along the eastern lot line back by the alley way and will have storage for the recreational needs of the residences. We are using high quality building materials for the building and the carport, and will not have any exposed HVAC or equipment units as the building will be 100% geo thermal.

Public comment opened at 5:35 pm with direction from the chair that the comments will be limited to 5 minutes, direct them to the board and everyone will be given an opportunity to speak if they so choose.

Michelle Cortright: 221 Water St. – Wondering about the condo units, how many will there be, will they be for rent or sale and will them be income based?
Skylar McNaughton – How tall will this building be? **McPherson** – 35 feet
Steven Groot: 214 State St. & 302 State St. – You can't keep giving away parking. How is that going to affect my properties on State St.?
Bruce Janssen: 111 N. East St. – Not sure when the additional stories came into play? The Main Street Design Committee looked at the proposal in December, and liked the overall design as it fits into the character of nearby structures.
Penny Hardy: North St. – I have major concerns for parking; I like the building design. Where are the parking space requirements for new developers that older businesses had to adhere to? Be careful in reducing the required parking spots.
Bob Kroondyk: Will there be signage designating private parking for the carports?
Cindy Banner: Spring St. –If you reduce the requirement on parking, it will have major implications. The recent parking study, you need to take a harder look when the study was done. There are growing businesses in the area that need to have ample parking for staff and visitors/patients. We have a huge issue during the 4th of July with people parking in our lot, even when we have it posted. The rehab center is already utilizing the parking spots on State Street. It would be a huge mistake to lessen parking.
Jim White: Lakeshore Dr. – For this area and business what is the setback? It should be 10 feet. **McPherson:** in the TRD there is a zero lot line setback. Planning Commission has the discretion up to zero for all businesses.
Todd Wright: Ray St. - The leeway that 24.20 gives the planning commission needs to be for different schedules; business and residential and complimentary uses. Do not lighten up the requirements.
Don Forbes – I agree that there is not enough parking, and this is not going to be affordable housing
Barb Malpass Young: 1001 Hull St. – My concern is also parking spaces. Will this increase the taxes for city residents, where is the benefit for retirees, as our taxes keep going up and up. There are a lot of vacant buildings downtown, use one of those, and there are low income housing units that are not filled; this will not be affordable for working city residents. We don't need this size of a building.
Woody Hardy: North St. – Can you purchase the property behind this site, eliminate the house and use it for the required parking?
Chris Christensen: 125 Stewart St. – For all of these proposed upcoming developments, how can you put angle parking in on Lake St. without giving up park space or move the road? Is there any design to manipulate the street or go into the park for the parking on any of these developments?
Scott MacKenzie: 847 W. Division St. – Our community has issues to figure out. We want to welcome developers. The 2006 Waterfront Master Plan indicated that we wanted a mix of residences and business opportunities along Lake Street. Everyone was invited to attend and participate, and several people did. It indicated ways we can grow

and this was one of them, as it stresses areas to live work and play; we need to address all of the voiced concerns and welcome developers.

Leslie Pritchard – You have a responsibility to the community and not to developers. I'm concerned with parking safety, yes the Master Plan gave us a vision and we need to look at what those considerations are for growth.

Christa Rau: E. Main St. – You want us to live work and play in our area, but any available housing is only occupied a couple of months and is not affordable for the working class. You want to bring in business, but the locals need to drive to Petoskey as we can't afford to work here.

Barb Malpass Young – 80% of the employees in town are paid between 10.00 and 15.00 per hour, they can't afford to live here as the wages don't match the cost of living, and kids don't want to go to our school. With the lack of parking, you have to think about people having to park so far away and falling. Think about our small town appeal.

Bob Kroondyk – I want to thank the developers and construction crews for such a beautiful building being proposed.

Penny Hardy: North St. – the 2 proposed projects are not addressing affordable housing. Still not going to provide workforce housing. I think the huge 4 story building is out of character for Boyne City, except for maybe downtown. Stop making exceptions and reducing parking for developers.

Barb Borgeld: Main St. – we are not against growth, I feel that we are not getting all of the information, let's have what works for everybody.

Public hearing was closed at 6:12 pm, with answers to the audiences questions

Condo pricing will be at market rate, unknown what the price point will be at this time. The parking study was done in the summer/fall of 2018 and compiled by Rich & Associates who did the counts, held meetings, met with businesses and put together the final analysis on the gathered data. The carport will have 6 spaces for residential owners, 2 for the doctor, 1 common space; the developer and contractor looked and spoke with neighbors about purchasing property for additional parking and the offers were shot down. The proposed building will be utilizing the same foot print as the restaurant, however will be approximately 3 foot closer to the road. The curb cut on Lake Street will be removed in order to increase the walkability in the area without having to worry about cars coming out on Lake Street. Dr. Larsen's business is growing, hence the reason for the building, local trades will be utilized during construction. To eliminate any of the above floors the project must be financially viable for the owner, contractor and developer. With the stairwell, elevator and ADA requirements all of the dimensions, floors and height must remain. We understand your concerns and if need be, we can go back to the original design proposals.

Board discussion

Chair Place facilitated discussion on the TCD Development Requirements, Section 11.04 The board indicated that the building placement maximized the parking and still provided sidewalks, street right of ways, and a nice looking project. Concerns were voiced over the vehicle flow in and out of the parking lot, how would emergency vehicles and trash removal vehicles get turned around, where would the dumpster placement be along with snow stored after being plowed? Concerns were raised about the time when the threshold were reached for shared parking. Although the recent parking study indicated that there was plenty of parking available in the city, it went block by block and indicated what parking, both private and public, were available. This current project would rely on available parking across the street in the municipal lot if the 20% reduction under section 24.20 or 11.04 were granted/waived. A couple of the commissioners did not want to see a sea of blacktop or empty asphalt. They did hear

the concerns raised from the citizens in the meeting about the lack of parking and have some concerns over that also, however, are currently looking at public parking spots that are available to use for this project, and not utilizing any private spots in the area.

****Motion**

After board discussion and while going through findings of fact 11.04; **motion by Neidhamer** to grant a 20% reduction in parking. This motion failed due to a lack of a second.

****Motion**

The board discussed various ways to alleviate parking by utilizing parking available on N. Lake Street and the municipal lot directly across the street from the project. The commission has used the 20% reduction as a tool very successfully in the past for other projects, and data has supported those decisions. At this point, **motion by Neidhamer seconded by Allen**, to allow the 20% reduction in parking based on compatible uses within this project.

2019-2-18-7B
Roll Call:
Ayes: Allen and Neidhamer
Nays: Biskner, Ellwanger, Place, Ross and St. Dennis
Absent: Kozlowski
Vacancy: One
Motion Fails

****Motion**

Motion by Neidhamer to waive 10 parking spaces from the required 32 spaces because of available public parking within 150 feet and the multi-use functions within the project. This motion failed due to a lack of a second

The board went no further through the findings of fact as the project does not meet the ordinance criteria.

****Motion**

Nate Vohwinkle and Cliff Harvey have requested a postponement so they can have time for plan reconsideration and a further presentation to this commission. **Motion by Ross seconded by Biskner, PASSED UNANIMOUSLY**, to accept the applicant's proposal to postpone.

Preliminary Review Proposed Mixed Use 100 N. Lake St.

Chair Place advised the audience that this is just a preliminary review and nothing will be voted on at this time; the applicant, developer and architect are looking for input from the community. Planning Director McPherson reviewed his staff report that was included in the agenda packet.

Marilyn Crowley: Michigan Community Capital – we are a 501© 3 nonprofit organization that will be the owners of the project if it goes forward, our focus is investing in communities that have an underserved market, a need for and a variety of housing. Our focus is on workforce, middle income families for long term rentals. For a single individual in the wage range of 35,000 to 53,000 and a family of 2 from 40,000 to 60,000. 60% of the units will be for these clients and the remainder will not be regulated and will be uncapped, so the price of these units will be at market standards. None of these units will be low income housing. We specialize in mixed use developments, walkable communities. The soils are contaminated and it would be a difficult area to develop. We are here to gather concrete design ideas from the community. We are not locked into the design we have here, it was much easier with the computer to put in a square flat roof building.

Mike Corgin: Integrated Architecture – We have heard your concerns about parking, and know that we have to work on that, as these plans currently show 57 parking spots, with a dumpster area and snow removal staging areas, which all will be behind the

Draft

building. We will have a total of 48 units that consist of studio, 1 bedroom and 2 bedroom units. The building will be a mix of brick, stone, wood at the storefronts, possible area for outdoor dining, step back facades, cornices, and street scape on Lake Street.
Public comment opened at 7:45 pm

Barb Malpass Young: 1001 Hull St. – Will this development raise our taxes? I appreciate the traffic flow and parking. Height of the building concerns me, what is affordable rent, and have you looked at other areas to develop?
Steve Groot: 214 State St. – What is the overall number of units available? Will this building be tax exempt and what is the required number of parking spaces?
Skylar McNaughton: W. Morgan St. – Sheer size and width of the building is a big deal on the water.
Rose Newson: 214 State St. – Will the public be allowed to see the detailed description remediation plans for the contamination; how does the nonprofit have ownership, will you be transparent with the community? Is there any way that you can increase the number of capped units to increase affordable housing? What will be the turnaround time for someone who applies for one of the units?
Cindy Banner: 507 Spring St. – What will be the retail space sizes, what will be the number of units, the overall height of the building, what is the required number of parking spaces, will there by a natural area for families, are you looking at both the nearby public and private parking spaces to use for the development?
Penny Hardy: 437 North St. – All new developments must provide parking spots truly required to adequately serve the development. We need to be good neighbors, you as a Planning Commission need to use common sense and serve the whole community not just incoming developers.
Bruce Janssen: 111 N. East St. – with Martha Sulfridge who is a part of the Main Street Design Committee; who have not had an opportunity to review the designs prior to today, the following comments are our points of view and not the entire design committee board. No issue with intended use, comments only about design after our January meeting and asking for additional reference points. We stressed at the meetings that the building was too long and massive, roof is too flat, wrong colored brick, façade too flat looking, break it up. Doesn't fit the look or character of our downtown. Look at section bump outs, more variety to front of building, change in height in roof, window changes. It is too industrial in design, look at new façade and floor plans please.
Barb Borgeld: W. Main St. - I agree with what has previously been said. Façade looks too industrial needs to be softened, the building is too tall.
Jim Hawkins: N. Lake St. – Do not turn Veterans Park into overflow parking or a playground.
Scott MacKenzie: 847 W. Division St. – Thank you for coming to Boyne to help us address these issues. I think we can work out designs, the development design team is beginning to understand our wants. I personally do not have a problem with the 45 ft. height; you can't see the lake from the back side of a one story building. To make it economically feasible, there may have to be some compromise. Our parking issues are no more than other communities. We are stuck in what we feel is needed for parking; people want to park and walk right into the place they want to go, but do not hesitate to walk 4 acres at larger stores in other communities. We are driving out developments because we have hang ups about parking.
Melissa Casper: 503 Spring St. - I do not agree with the parking study results, people who visit from downstate do not follow our rules and I believe there are locals that do not, they are going to park where they want. I do not expect to park right in front, but I do expect to park within a reasonable distance. We can't keep cutting corners and getting rid of parking spaces. I do not like the design, I like the design of Café Sante,

which is more welcoming and not quite as massive, it is one building with different roof heights, but doesn't look like it.

Martha Sulfridge – Can you set the building back a bit, and put angle parking in front?

Jane MacKenzie: 847 W. Division St. – Maybe our parking ordinance requirements are too high for studio and 1 bedroom apartments, instead of 1.5 spaces for each of these, maybe it should only be 1.

Ted Macksey: 44 N. Lake St. – If the developer meets all of the development requirements under the ordinance, they are permitted to go 4 stories; if they stay within the height requirements? **Place - Yes**

Todd Wright: Ray St. - Thanks for being here, this is productive and giving us the opportunity for vetting our ideas. Someone brought up a program at one time the City had a Parking Fund – developers paid in a certain amount if you were short on spaces; the City could then use for parking upkeep. As a board, maybe you should be looking into this fund again.

Penny Hardy – If we are attempting to increase housing, why is the first floor not residential? **Corgin: Integrated Architecture –** Your zoning doesn't allow residential on grade.

Leslie Pritchard - This project is too big and doesn't fit in Boyne City. How does MCC who is 501©3 nonprofit working with a developer own the building and who approached you to bring housing into Boyne City? Medium income of $35,000 to $50,000 not in Boyne's workforce. If you purchase property will you get tax abatement and Brownfield for developers?

Jim White: Lake Shore Dr. – If MCC is a 501©3, who purchased the property?

Public hearing was closed at 8:21 pm, with answers to the audiences questions

There will be a total of 48 units, the studio size is 400 sq. ft; 1 bedroom will be 500 sq ft. and the 2 bedroom will be 750 sq. ft, with rents ranging from $800 per month up to 1,500 per month depending on if it is an income restricted unit or not and location within the building. We are not an affordable housing developer, so not providing affordable housing, but middle income housing. Professional management company will be used for residence to apply, they ask for income validation and will do a back ground check, turn around timing is very quick. MCC is a 501©3 as an organization who will create an LLC who will own the property, and will be paying property taxes. We don't have to do it that way, but choose to in order for the community to get property tax payments. MCC owns 100% of the created LLC. Really appreciative to design feedback. Biggest concern is parking; we will have to continue to look to acquire other parcels, not sure if that will be economically feasible. We have to provide 90 parking spaces. The developer, construction crews and manager, architect and I all get paid, a nonprofit does not get any benefits as it will not make any money after the project is established, we build the project and then the building will be self-sustaining. We have projects in Cadillac, Grayling, Detroit, Ypsilanti, Grand Rapids and looking at projects in Mt. Pleasant and Flint. The mix use co-efficient in parking does work in a lot of communities, yours included. Local taxes for residents won't go up, the project will add to the tax base. As far as site contaminants Phase I environmental study is going on now; if there is a hint of contaminations Phase II is setting a "Do Care Plan" maybe taking contaminated soils off site, vapor barrier, or capping; we currently have site control, which is a purchase agreement, we currently do not own it. If the soils are really dirty, we will approach DEQ for grant assistance for remediation to help offset the costs. The soils are soft, so fountains/pilings/piers may need to go down 60 feet. The number of capped unit were determined to assist in making the project economically feasible, we need to find more parking, reduce the building footprint, so may have to shift some of the capped units to be less attainable to make the numbers work. For natural areas the

community desires to be walkable, there is a play area across the street. There is a desire for Urban Lifestyles.
Neidhamer – Young and old want to live downtown, and enjoy the urban lifestyle with retail, hospitality, industry, banking and restaurants within walking distances.
Place – As far as my opinion on design make façade different to make it look like multiple units, brick, coloring, have bump outs, inset doors, roof height changes, corbels on the building, break up the type and size of windows with different shapes and sizes maybe window ledges. The mechanics are hidden on the east side of the building screening from view above the highest floor. Balconies cantilever out.
Crowley – We are really going to be starting over, we need to maintain the shape of the building, but look at how we can break it up, add more detail and bring in charm. Parking is the limiting factor in your zoning ordinance. We understand we need to find the parking, and if this project does not happen, it will be because of the parking requirements. Maybe the city can help with this, but we know we need to find 90 parking spaces with the 20% reduction if applied, if not, we need to find 112 parking spots.

2019 – 2024 CIP Plan

Included in the agenda packet was the Capital Improvement Plan (CIP) for your review and comment. As time was running late, staff asked the commissioners to please review the plan and bring back any comments you may have at the next meeting for discussion.

Staff Report

We just received word that we have been recertified as a Redevelopment Ready Community.

Good of the Order

The commission discussed the need to look at parking requirements and restrictions with in the ordinance. Is it best for the commission to come up with a parking committee to look into the matter? Staff indicated that they will take a look first through the ordinance for parking requirements and restrictions and bring back to the board to review any possible changes.

James Kozlowski will be absent from the March meeting

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, March 18, 2019 at 5:00 p.m.

Adjournment
****Motion**

2019-2-18-10
Ross moved, Biskner seconded, PASSED UNANIMOUSLY a motion to adjourn the February 18, 2019 meeting at 9:20 p.m.

_____ _____
Chair Aaron Place Recording Secretary Pat Haver

Draft

Michigan BOYNE CITY Main Street
WHERE Life MEETS LAKE.®

To: **Michael Cain, City Manager**
Boyne City City Commission

From: **Kelsie King-Duff, Executive Director** KKD

Date: **February 7, 2019**

Subject: **Redevelopment Liquor License Request**

OVERVIEW:

At the March 7th meeting of the Boyne City Main Street Board, the board voted 6-0 with 1 abstaining to recommend to City Commission approval that the application from Brehm Ventures, LLC. for a new Class C license issued under the provisions of MCL 436.1521a(1)(b) located at 125 Water St. be approved by the Michigan Liquor Control Commission. The application to the MLCC is in regards to an expansion Ed & Kristine Brehm are pursing for their Provisions & Wine Emporium and Market business. A letter from Ed & Kristine is included following this memo outlining the details of their proposed Wine Bar. A new liquor license needs to be obtained specifically for the wine bar space, as their current license is off-premise. This means that currently beer, wine, and liquor can be sold, but can only be consumed off-premise. The license they have now would still cover the Provisions side. The new on-premise license, which would allow customers to buy and consume at their store, would cover the new wine bar and the current Wine Emporium area. All requirements relating to local government approval are met, and surpassed.
Details on requirements on for the entire application can be found at:
https://www.michigan.gov/documents/lara/RDA_Requirements_629245_7.pdf
A list of the requirements relating to local government approval can be found at the end of page 1 and beginning of page 2 at the following link:
https://www.michigan.gov/documents/lara/lcc109b_628392_7.pdf
A general overview of this category of license can be found at:
https://www.miplace.org/globalassets/media-documents/placemaking/community-development-guide/redevelopment-liquor-licenses-pa-501.pdf

RECOMMENDATION:

It is my recommendation the Boyne City City Commission approve that the application from Brehm Ventures, LLC. for a new Class C license issued under the provisions of MCL 436.1521a(1)(b) located at 125 Water St. be approved by the Michigan Liquor Control Commission.

Options include:

1. Approve as presented
2. Do not approve as presented
3. Postpone for further consideration
4. Other options as determined by commission

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): _____
(list specific licenses requested)

to be located at: _____

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ (township, city, village)

council/board at a _____ meeting held on _____
(regular or special) (date)

_____ _____ _____
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

LARA is an equal opportunity employer/program.Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Kelsie King-Duff

Executive Director Boyne City Main Street

120 Water Street

Boyne City, MI. 49712

Good morning Kelsie,

As a follow up to our discussion regarding our new business opportunity, we have briefly outlined our plans below:

- Lease the space the coffee/bookshop currently occupies and establish a wine bar/café. The first of its type in Boyne City.
    - Obtain new "Class C" redevelopment liquor license working with Michigan Main Street/DDA with assistance from MLBA
    - Close off current entry between Provisions party store and the Wine Emporium & Market to separate the off premise business from the new on premise
    - Open both the "key hole" and corridor between two spaces to connect sides allowing customers to browse, shop, eat and drink on both sides
    - Establish a wine bar/lounge offering "Sommelier Selected" wines by the glass, carafe and bottle (including Michigan), Michigan craft beer by the bottle, as well as classic cocktails using Michigan made spirits
    - Remodel the newly leased space to offer a comfortable, sophisticated interior/café ambience during day, casually elegant and relaxed environment in evening
    - Limited menu of small plate appetizers, spreads, charcuterie platters
    - Eventually offer a true Italian gelato bar as well as classic coffee drinks
    - High top tables, relaxed seating areas
    - Offer special themed tasting events as well as wine education classes
    - Proposed operational hours would be Tues. through Thurs. 10 a.m. to 8 p.m. and Fri.-Sat. 10 a.m. to 9 p.m. (subject to change dependent on customer demand/feedback)
    - Unique additional wine related merchandise; i.e. "Sole" brand slides and flip flops made from recycled corks we collect
    - Rebrand our company; implement "Provisions" branded names; i.e. Provisions Wine Bar - Market & Café

We hope to build on the success we've enjoyed the past 10 years with Provisions and the Wine Emporium by adding the option of enjoying our product offerings on premise. We plan to hire and train approx. 4 to 6 new staff, in addition to our current full time staff of 12 and 1 to 2 seasonal employees. We expect to be operational by 6/15/19.

Regards and thanks,

Ed & Kristine Brehm

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Tim Faas, Director of Public Works TF

Date: March 7, 2019

Subject: **Snow Haul-Out Contract Recommendation**

BACKGROUND:

Since January 1, 2019 we have received a significant amount of snowfall in Boyne City. The Public Works crews have stockpiled snow at various locations around the city to maximize the effective time plowing. The crews haul snow out of the downtown area to a few strategic park locations close by the downtown along the waterfront and also haul excess amounts to the city airport site.

This year, the volume of snow has been excessive and resources are needed from a private contractor to assist us with the haul-out. The last time we publically bid these services was in 2000.There are a limited number of companies that have the equipment and staff to perform this work locally. As such, I solicited three (3) informal quotations on an hourly basis for three trucks and a tractor loader including the operators. The table below summarizes the estimated cost based on an eight (8) hour per day, five (5) day operation:

R&B Trucking (Boyne City)	$14,000
MDC Contracting (Charlevoix)	$17,000
Team Elmer's (Traverse City)	$26,000

Based on our past experience with R&B Trucking, I would recommend the City Commission award an hourly contract based on a five (5) day operation to R&B Trucking in an amount not-to-exceed $14,000. These services would be charged to the following accounts:

#202-478-930.000	$10,000	Major Roads – Winter Maintenance
#203-478-930.000	$ 4,000	Local Roads - Winter Maintenance

There are sufficient funds in the winter maintenance budgets for this expense.

RECOMMENDATION:

It is my recommendation that the City Commission accept the informal hourly quotes provided by R&B Trucking of Boyne City, MI in an amount not-to-exceed $14,000 and authorize the City Manager to issue a Purchase Order.

OPTIONS:

1. That this matter be postponed for further information or consideration
2. That this matter be approved subject to some revision
3. Other options as determined by the City Commission

Encl: Spreadsheet Estimate

Snow Hauling Estimates

3/7/2019

Equipment	Number	Hours/Day	Hourly Rate	Daily Cost
R&B Trucking				
Loader (3-4 yd)	1	8	$120	$960
Trucks (10 yd tandem)	2	8	$75	$1,200
Trucks (30 yd lead)	1	8	$80	$640
Travel Time	1	1	$0	$0
			Daily Cost =	**$2,800**
			Number of Days	5
			Total Estimate (R&B Trucking) =	**$14,000**
MDC Contracting				
Loader (3-4 yd)	1	8	$115	$920
Trucks (30 yd lead)	3	8	$95	$2,280
Travel Time	1	1	$200	$200
			Daily Cost =	**$3,400**
			Number of Days	5
			Total Estimate (MDC Contracting) =	**$17,000**
Team Elmers				
Loader (3-4 yd)	1	8	$125	$1,000
Trucks (10 yd tandem)	3	8	$175	$4,200
Travel Time	1	1	$0	$0
			Daily Cost =	**$5,200**
			Number of Days	5
			Total Estimate (Team Elmers) =	**$26,000**

CITY OF BOYNE CITY *MEMO*

To: **Michael Cain, City Manager**

From: **Barb Brooks, Executive Assistant**

Date: **March 7, 2019**

Subject: **Harbor Central Reservation System**

The State of Michigan Department of Natural Resources Waterways Division, who oversees all grant in aid marinas (boating facilities that have received grant funds from the DNR-Waterways program) implemented a reservation system for booking overnight stays at State and grant in aid facilities throughout the State similar to that of the State Parks. The DNR has been using this central reservation system (CRS) for approximately 15 years and made it a requirement within the grant agreements that grant in aid facilities utilize the system for transient reservations.

Over the last 15 years the City has received several grants from the DNR-Waterways Division. Each grant agreement specified using the State's reservation system. To date this requirement has not been implemented by either party. Reasons for this have ranged from poor internet connection, to changing companies and software platforms to our operations of the One Water Marina.

In ongoing discussions with the State's harbor coordinator, we are both agreeable that this coming season is a good time to finally implement the central reservation system for Boyne City. Attached for your review is a letter from the state coordinator and a copy of the CRS contract. There are some pros and cons to utilizing the system, such as; an additional $8-$10 non-refundable fee that is charged to the boater, a $2.30 - $2.50 charge to the marina (city) and an approximate 2% credit card processing fee. The funds will be processed by the State and net proceeds will be issued to the City every two weeks.

Recommendation: To implement the State's Harbor Central Reservation System and authorize the City Manager and Harbormaster to sign the documents.

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES
LANSING

RICK SNYDER
GOVERNOR

KEITH CREAGH
DIRECTOR

December 27, 2018

City of Boyne City
Barb Brooks
319 N. Lake Street
Boyne City, Michigan 49712

SUBJECT: Boyne City F. Grant Moore Municipal Marina joining the Central Reservation System

Hello Barb:

We are working through the steps to get your facility set up on the Central Reservation System. We have already requested a new Merchant ID for your facility. The next step is getting a signed agreement from you. Attached to this email is your agreement for the Participation In and Use of the Central Reservation System (CRS) at the City of Boyne City Marina. Please be sure to review carefully, sign the back page and return it to me. Once signed by DNR staff I will return a complete copy of the agreement to you for your files.

Once we have the signed agreement, you will be receiving further communication and a template we will need to get your slip inventory built in the system.

We are excited to have you on board and look forward to working with you. If you have any questions or concerns, please don't hesitate to contact me.

Sincerely,

Linnae Dawson

Linnae Dawson,
Recreational Harbor Coordinator
Parks and Recreation
517-290-2200
dawsonl@michigan.gov

AGREEMENT

Between the
Michigan Department of Natural Resources
Parks and Recreation Division
and the
City of Boyne City
Regarding the
Participation In and Use of the Central Reservation System

I. Purpose

The purpose of this agreement is to document the understanding between the **Michigan Department of Natural Resources** (DNR), Parks and Recreation Division (PRD) and the **City of Boyne City,** hereafter known as the Community, regarding the participation in and use of the Central Reservation System (CRS) at the **Boyne City F. Grant Moore Municipal Marina**.

II. Statutory Considerations

The Natural Resources and Environmental Protection Act (the NREPA, 1994 PA 451, as amended: MCL 324.101 *et seq*) reestablished Michigan's system of waterways. In section 78105 of the NREPA (MCL 324.78105), the Legislature found and declared that the duty of the Department was to acquire, construct, and maintain harbors, channels, and facilities for vessels in the navigable waters lying within the boundaries of the state of Michigan. Section 78105 of the NEPRA further indicates that the department, in implementing its responsibilities under the NREPA, may enter into contracts and other necessary agreements.

III. CRS Operation

The CRS provides a user-friendly boat slip reservation system with convenient access through multiple sales channels. Core business rules of the harbor CRS are:

a) Reservations are created, modified or canceled using a single Toll-Free number, 1-800-44PARKS (Accessible from anywhere in North America) or by going online to www.midnrreservations.com.

b) The CRS call center is available for reservations 363 days out of the year excluding Christmas Day and New Year's Day. The website is available all day, anytime, year-round.

c) Acceptable forms of payment for reservations include Department of Treasury-approved credit cards (Visa, MasterCard and Discover). All reservations are paid in full at the time a reservation is made.

d) PRD reserves the right to modify the fee structure for harbors (i.e. pricing by the slip or pricing by the boat size).

e) There are currently 2 ways to process slip assignments with reservations:
   1) Slip Standard - Harbor reservations do not guarantee a specific slip. To make the most efficient use of the slip space available in a harbor, slip assignment will be made by the Harbormaster, or harbor staff person, on the day of arrival.
   2) Slip Specific – Harbor reservations are assigned a slip at the time a reservation is made. Harbors reserve the right to reassign reservations if there is an emergency need.

f) The number of reservable slips shall be no less than 75% of the non-seasonal slip assignment. The configuration of that reservable quantity (by slip size) will be determined by the Harbormaster as approved by PRD.

g) Reservations will be accepted up to six (6) months (to the date) in advance of the arrival date. (For example, on December 1st a customer could book for an arrival of June 1st.)

h) There will be no pay-upon-arrival reservations placed.

i) Reservations will be assessed a non-refundable Reservation Fee of $8 if made online or $10 if made through the call center. There is no Reservation fee if a boat is a "float-in." Any advance reservation made by the harbor is subject to the non-refundable $10 reservation fee.

j) All system users will receive confirmation of their reservation.

k) Confirmed reservations will be held until 5:00 PM on the date of arrival. If a boater will be arriving after 5:00 PM, the boater must contact the Harbormaster to notify staff of late arrival. Confirmed reservations that fail to arrive or call by 5:00 PM will be no-showed and forfeit all fees.

l) Reservation cancellations received before the day of arrival will forfeit the $8 or $10 non-refundable Reservation Fee.

m) Cancellations received on the day of arrival or later will forfeit the $8 or $10 non-refundable Reservation Fee and lose one (1) nights fee for each night that has passed, except where weather conditions existed which prevented watercraft from arriving at the harbor or the inability to leave the harbor of refuge for another reservation. In this case only the reservation fee is assessed for a cancellation. The harbormaster should consult the National Oceanic and Atmospheric Administration for final determination when judging the waiver of cancellation fees based on weather conditions. It is the responsibility of the harbormaster to notify the reservation call center that weather conditions warrant fee waivers to be processed for any reserved slip night that has passed, unused.

n) All slips will be rented using the fee schedule titled "Michigan State Waterways Commission Transient Rate Schedule for Reservations". This rate schedule will be applied to <u>BOTH</u> reserved slip nights as well as float-in use.

o) The system will allow for the “double-booking” of slips by the Harbormaster only. This will allow for “rafting” and double-use of slips not fully utilized by a single craft.

p) Information needed when placing a reservation: Harbor Name, Arrival Date, Departure Date, Boat Size (length, width, draft), Boat Type (power or sail), Name, Customer Full Address and Phone Number; Boat Registration Number (MC or other) and Payment Method.

IV. *Community* Responsibilities

a) It is the responsibility of the Community to operate its Harbor/Marina in accordance with the reservation system described above.

b) Refunds for float-ins that pay cash or check will be paid by the Harbormaster.

c) Cash and checks received at the harbor will be retained by the Community*.*

d) Float-ins or reservations created at the harbor will incur a Commission Fee for each slip/night and will be a reduction of the harbor payment sent at least bi-weekly by the DNR.

e) Payments must be accurately reflected by payment type in the reservation system and credit card payments for slip rentals entered in the system, must be processed through the reservation software.

f) Quarterly inspections of the credit card swipes used for the reservation system will be recorded and sent to the state via Spotskim software or survey; both of these methods will be provided to the Community by the state.

V. *Department* Responsibilities

a) The CRS Contractor will provide, install, and support all hardware, software and telecommunication equipment necessary to communicate with the centralized database and run the slip rental operation.

b) The CRS Contractor will pay all Telecommunication Fees and maintain and repair all systems.

c) The Community shall have access to the CRS Contractor’s toll-free help desk and call center as a formalized method for reporting reservation system problems. Additionally, they will be provided with updated system user guides that will list the most current DNR contacts for the agreement.

d) The standard length of time to set up a new harbor location is between 8-12 weeks.

e) Payments

1) DNR/PRD agrees to pay the community for slip reservations, minus any contractor fees.

2) Payments will be made at least bi-weekly.

3) Payments will be based on the prior month's or week's activity.

4) Monthly or weekly reports will be generated from the CRS Contractor and submitted to DNR/PRD. In turn, these reports will also be submitted to the Community's designated representative, electronically.

   The report will identify the following items:
   Number of slip/nights paid
   Gross amount collected by all sales channels
   Number of and Dollar Amount of Credit Card
   Cancellation Fees
   Refunds Paid
   Dollar Amount of forfeited nights
   Cash/Check amount collected at facility location
   Net amount collected per month by all sales channels
   (Net amount = Gross - cancellations, refunds paid and dollar amount of forfeited nights)

5) PRD will use the amounts identified by the report to calculate the amount to be repaid to the community using the following formula:

   Net **Amount of Revenue Collected for Location**
   MINUS - Cash/checks collected at facility
   MINUS - $2.50 X number of slip/nights paid for reservations made through the call center and for float-ins or $2.30 x number of slip/nights paid for reservations through the web
   MINUS - $10 reservation fee for reservations made at the call center and harbor or $8 reservation fee for reservations made on the web.
   MINUS - Credit Card Fees-currently at 2% of net Credit Card sales, but this may be adjusted at the end of a season.

   Equals - Amount to be repaid to the community for the reported time period. Credit Card Fees may be adjusted at the end of the season. These are pass-through costs based on an average percentage of costs for the previous season. The Community will be charged <u>only for the actual cost to the State</u>.

6) Financial reconciliation for each boating season will be concluded no later than thirty (30) days after the close of the season. Close of season will be September 30th of each year. PRD agrees to forward final payments (including any adjustments) to the Community within thirty (30) days of the close of season. In the event of an overpayment, the Community agrees to return any overpayment to PRD within thirty (30) days of notification of overpayment. The Community must identify the return payment for "CRS Harbors".

7) PRD may assess the Community a $10 per day Late Fee for every day beyond the designated due date that the overpayment is not returned. Failure to return the over-payment on time will be grounds for PRD to terminate the Agreement.

8) Payments made to:

State of Michigan shall be sent to:

Cashier's Office
Michigan Dept of Transportation
Accounting Services Center
Van Wagoner Bldg 1st floor
425 W. Ottawa
Lansing, MI 48933

Boyne City F. Grant Moore Municipal Marina shall be sent to**:**

City of Boyne City
319 N. Lake Street
Boyne City, MI 49712

For communication purposes the Boyne City F. Grant Moore Municipal Marina's email address is:

bbrooks@boynecity.com

f) Training

1. The CRS Contractor will provide training manuals.

2. Annual training in the use of the workstation application(s) via live webinars and training videos.

VI. Effect and Termination

a) This Agreement is effective immediately after both parties have signed and shall **Automatically Renew** for the remaining life of the facilities based on the terms of previously accepted grants from the DNR to the community. The contract will automatically renew each year until:
   1. the funding source agreement terms have expired
   2. the central reservation system is no longer utilized by the DNR
   3. or by mutual agreement between both parties to terminate the services of this agreement.

b) Requests to waive previously accepted grant conditions may be considered after 3 years from the date this agreement to participate in the use of the central reservation system has been in effect. Requests must be made in writing to

the DNR Parks and Recreation Division's Program Services Chief, Jason Fleming, Flemingj@michigan.gov

c) Parties may terminate this agreement by mutual consent under the following terms:
    1. There is no additional existing agreement/requirement with the state to participate in the reservation system.
    2. Written notice must be provided with at least a 60 day notice
    3. There are no active, future reservations recorded in the system.
    4. The party initiating the termination is responsible for all costs associated with early removal of equipment and ISP (internet) termination costs.
    5. If the termination is initiated by the Community and within 3 years of becoming effective, set up costs for the reservation system will be assessed.

VII. Ownership

The CRS Contractor shall own all hardware, software or products provided to the Community for the intent to operate the CRS. DNR/PRD shall own all data relating to the CRS.

VIII. Terms and Conditions

a) Indemnification:

1. Each party to this Agreement must seek its own legal representative and bear its own costs; including judgments, in any litigation which may arise from performance of this Agreement. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

2. The Community hereby releases, waives, discharges and covenants not to sue the State of Michigan, its departments, officers, employees and agents, from any and all liability to Community, its officers, employees and agents, for all losses, injury, death or damage, and any claims or demands thereto, on account of injury to person or property, or resulting in death of officers, employees, or agents of the Community, in reference to the activities authorized by this Agreement.

b) Closeout:

1. When this Agreement is concluded or terminated, within thirty (30) calendar days, the Community shall provide the State with all hardware and software made available and required as a condition to do business with the CRS Contractor.

2. Both parties agree to settle any under/overages immediately and process payment to the State or Community within thirty (30) calendar days from the date the Agreement is concluded or terminated.

c) Modification of Agreement:

1. This Agreement may be modified at any time as long as both parties are in agreement. Such amendments shall be in writing and signed by a representative with authority.

2. All language included in this Agreement is subject to decisions made by the Michigan State Waterways Commission and/or the Department of Natural Resources. The decisions made by these governing bodies supercede the language included in this Agreement and are effective as indicated by them.

d) Dispute Resolution:

1. In the event of a dispute, the Community shall first attempt resolution with the Agreement Administrator. If issues can not be resolved, the Community shall contact the PRD contact identified below.

e) Non-Discrimination:

1. The parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. Breach of this covenant may be regarded as a material breach of this Agreement.

f) Third Party Beneficiaries:

1. This Agreement confers no rights or remedies on any third party, other than the parties to this Agreement and their respective successors and permitted assigns.

2. The Community shall not have the right to assign the Agreement or to assign or delegate any of its duties or obligations under the Agreement to any other party (whether by operation of law or otherwise), without the prior written consent of the State. Any purported assignment in violation of this Section shall be null and void. Further, the Community may not assign the right to receive money due under the Agreement without the prior written consent of the State Purchasing Director.

IX. <u>Issuing Office and Agreement Administration</u>

This Agreement is issued by the Michigan Department of Natural Resources (DNR), Parks and Recreation Division (PRD).

PRD is the office authorized to change, modify, amend, alter, clarify, etc., this Agreement. All communications concerning this Agreement must be addressed to:

Linnae Dawson
DNR, PRD
Young State Park
2280 Boyne City Road
Boyne City, MI 49712
dawsonl@michigan.gov
517-290-2200
231-582-7678 (fax)

The person named below or in their absence another person so designated shall be authorized to administer the Agreement on a day-to-day basis during the term of the Agreement. The Agreement Administrator for this project is:

Ross Feldpausch .
DNR, Licensing and Reservations
PO Box 30181
Lansing, MI 48909-7948
feldpauschr@michigan.gov
517-284-6078

X. Signatory Recognitions

The undersigned signatories are authorized to bind their entity and agree that this Agreement constitutes an appropriate recognition of DNR's jurisdiction in recreational and natural resource management and Community's jurisdiction in the sphere of operating a harbor/marina.

COMMUNITY	**DNR**
_____	_____
Name	Name
_____	_____
Title	Title
_____	_____
Date	Date

_____	_____
Name	Name
_____	_____
Title	Title
_____	_____
Date	Date

City of Boyne City MEMO

Date: March 8, 2019

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager MC

Subject: Preliminary Budget Review Meeting

The City Commission has requested that a preliminary budget review session be scheduled. Commissioners have indicated that both Friday, March 15th between 3 and 5 p.m. and Monday, March 18th between 2 and 4 p.m. works for all of them. Between the two Monday was preferred by Cindy and I and it give the City Commission more time to review the proposed budget. There is a Planning Commission meeting scheduled for Monday at 5 p.m.

The Commission's all day budget work session is scheduled for Thursday, March 21st at 8 a.m.

RECOMMENDATION: That the City Commission hold a preliminary budget review work session on Monday, March 18th between 2 and 4 p.m. in the Parkview Room.

OPTIONS:
-Schedule the meeting for Friday the 15th from 3 to 5 p.m.
-Schedule the meeting for some other time and/or date.
-Not hold the meeting.
-Postpone action for additional information or review
-Some other action as determined as appropriate by the City Commission.
-Deny the request.

March 2019

March 2019

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2019

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 24	25	26	27	28	Mar 1	2
3	4	5	6	7 8:30am Main Street Board mtg.	8	9
10	11 12:00pm EDC/LDFA	12 7:00pm City Commission	13	14 5:00pm Parks & Rec	15	16
17 Saint Patrick's Day (United States)	18 5:00pm Planning Commission 7:00pm Historical Commission	19	20	21	22	23
24	25	26 12:00pm City Commission	27	28 5:30pm Airport Advisory Board	29	30
31	Apr 1	2	3	4	5	6

April 2019

April 2019

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 31	Apr 1	2	3	4 8:30am Main Street Board mtg.	5	6
7	8	9 7:00pm City Commission	10	11 5:00pm Parks & Rec	12	13
14	15 Tax Day (United States) 5:00pm Planning Commission	16	17	18	19	20
21	22	23 12:00pm City Commission	24 National Volunteer Week	25 5:30pm Airport Advisory Board	26	27
28	29	30	May 1	2	3	4