



AMENDED

BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, March 10, 2015 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 24, 2015 City Commission regular meeting minutes as presented
 - B. Approval of the Federal Surplus Property Program Resolution designating City Manager Michael Cain as the coordinator of Surplus Property Donee and Custodian
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
6. CITY MANAGER'S REPORT
 - A. EMS Stretcher presentation
 - B. Life Saving Presentation
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
 - A. Draft Minutes of the February 5, 2015, 2015 Main Street Board Meeting
 - B. Draft Minutes of the February 12, 2015 Parks and Recreation Board Meeting
 - C. Draft Minutes of the February 16, 2015 Planning Commission Meeting
 - D. Draft Minutes of the February 17, 2015 Historical District Meeting
 - E. Draft Minutes of the February 23, 2015 Main Street Board work session
 - F. Draft Minutes of the February 26, 2015 Airport Board Meeting
8. UNFINISHED BUSINESS
 - A. Sommerset Point Agreement
Undergoing City Attorney Reviews, scheduled to return March 24, 2015 meeting. Township Public Information scheduled for 7:00 p.m., Thursday March 19, 2015 at Eveline Township Hall
9. NEW BUSINESS
 - A. Cross Control Connection
Consideration to accept a proposal from M & H Facility Operations Inc. for a cross control connection contract for three years in the amount of \$3,800 for the

first year with a proposed annual increase of \$114 annually for each of the subsequent years.

B. DNR Passport Recreation Grant

Consideration to authorize staff to prepare and submit a Recreation Passport grant application to the Michigan Department of Natural Resources in the amount of \$10,350 for the Ridge Run Fitness Trail Project on the City's behalf and authorize the City Manager to implement the grant agreement if the committed match funds are raised by the Ridge Run Dog Park Committee.

C. Brush Grinding Contract

Consideration to award a contract to Team Elmer's in the amount of \$26,950 to grind the brush pile and log and stump piles at the North Boyne Yard and authorize the City Manager to sign the required documents

D. 2014 Planning Report

Update from City Planning Director Scott McPherson

E. Aeration Blower Drive Replacement

Consideration to repair three aeration blower motors as proposed for an estimated total of \$16,400 using services from Shoreline Power Services and Graham Motors and authorize the City Manager to execute the documents

F. FYE 2016 Budget Presentation

Presentation from City Manager Michael Cain of the FYE 2016 Proposed Budget

G. Request of the City Manager to go into closed session to consider strategy connected with the negotiation of a collective bargaining agreement as provided in MCL 15.268 (c) of the Michigan Open Meetings Act (PA 267 of 1976

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The Welcome Reception for Main Street Director Lori Meeder and Water/Wastewater Superintendent Mark Fowler will be from 5:00 to 6:30 pm at the Freshwater Gallery.
- The City Commission Budget Work Session is scheduled for Tuesday, March 17, 2015 at 8:00 a.m
- The next regular City Commission meeting is scheduled for Tuesday, March 24, 2015 at noon

12. ADJOURNMENT

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



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

**FEBRUARY 24, 2015
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 24, 2015

CALL TO ORDER

Mayor Grunch called the meeting to order at Noon followed by the Pledge of Allegiance.

Present: Mayor Grunch, Commissioners, Mayor Pro-Tem Towne, Commissioner Gaylord, Laura Sansom and Tom Neidhamer

Absent: None

Staff: Cindy Grice, Michael Cain, Andy Kovolski, Scott McPherson, Barb Brooks, Jeff Gaither

Others: There were 16 citizens in attendance including representatives from the Petoskey News Review and Charlevoix County News.

**CONSENT AGENDA
MOTION**

2015-02-013
Moved by Sansom
Second by Towne

To approve the February 10, 2015 City Commission regular meeting minutes as presented

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

None

CORRESPONDENCE

None

CITY MANAGERS REPORT

City Manager Cain reported:

- Bids for the new DPW facility are due on March 12.
- We are 70 days away from the City bond election
- The 2015 Assessment notices have been mailed out.
- The new Main Street Manager Lori Meeder and new W/WW Superintendent Mark Fowler start Monday, March 2.

**REPORTS OF OFFICERS,
BOARDS AND STANDING
COMMITTEES**

The January, 2015 Financial Statement was received and filed.

**2nd Reading – Drive Thru
Ordinance amendment**

Consideration of second reading and adoption of an amendment to the Central Business District Drive Thru Ordinance, Section 10.30 of the Boyne City Zoning Ordinance.

Planning Director Scott McPherson discussed the proposed amendment. In August, Glen Catt presented a proposal for the redevelopment of the parcels located at 202 and 210 Lake Street. After review and discussion of the proposal, that includes a drive thru lane for a bank which is a prohibited use in the Central Business District, the Planning Commission, at their September meeting, discussed the different options and actions that could be taken. They determined the most appropriate action would

be to amend the zoning ordinance to allow a drive thru for a bank or financial institution as a conditional use in the CBD. The criteria would require that the drive thru terminal, ingress and egress and queuing lanes must be enclosed within a multi story structure and the floors above the first floor must be finished space that can be occupied for residential or commercial uses. The proposed amendment would add the following language to section 10.30 of the Boyne City Zoning Ordinance”

M. Banks, savings and loans and credit unions with drive-thru lane meeting the following criteria:

1. Drive-Thru terminal, ingress, egress and queuing areas must be completely enclosed within the first story of a multi story structure. All floors above the first floor must be finished space that can be occupied for commercial or residential uses as permitted in the district.

The Planning Commission held a public hearing in October and recommended approval of the proposed zoning ordinance amendment. This proposed amendment was submitted to the City Commission for a first reading on January 13, 2015. It was reviewed and scheduled for the second reading today.

Citizens Comments: None

Staff Comments: None

Board Discussion: All are in agreement with the proposed amendment.

MOTION

2015-02-014

Moved by Towne

Second by Sansom

To approve to adopt of an amendment to the Central Business District Drive Thru Ordinance, Section 10.30 of the Boyne City Zoning Ordinance. Regarding drive-thrus

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Maple Lawn Cemetery Entrance Gate

Consideration to authorize the purchase of an Ameristar single slide gate as proposed by Harbor Fence in the amount of \$10,645 and authorize the City Manager to execute the documents

Clerk / Treasurer Grice discussed the proposed purchase on an entrance gate to the Boyne Avenue main entrance to Maple Lawn Cemetery. The Cemetery Fence Committee recently met to discuss plans for the main entrance of the Cemetery on Boyne Avenue. We discussed a more elaborate entrance, but the need to get heavy equipment along with the vault truck entering there was a staff concern. We determined it would be best to recommend a single gate that could be closed if needed. I received a drawing and cost estimate from Harbor Fence to purchase construct an Ameristar single slide gate at the main entrance at a cost of

\$10,645. This would match the current fence that is in place. This gate would not have mechanical slides and would remain open unless a need to temporarily close it was determined. We have had an offer of a donation of \$1,000 and there are sufficient funds in the Cemetery Fund budget for the remaining \$1,165. If approved, the gate will be installed prior to Memorial Day.

The Cemetery Fence Committee will be meeting in the future for further discussion to determine if there are other entrances that could be permanently closed or have gates installed that could be closed on an as needed basis.

Staff Comments: None

Citizens: Eleanor Stackus thanked the staff and committee for the excellent job getting the project completed. It will be ongoing until it is complete.

Board Discussion: Mayor Pro-Tem Towne said the gate will be used as needed. Commissioner Neidhamer supports the recommendation. Commissioner Sansom discussed the original plan of a more elaborate entrance. Commissioner Gaylord said the only thing is to not close off the cemetery. Mayor Grunch agrees with the recommendation.

2015-02-015

Moved by Towne

Second by Neidhamer

MOTION

To authorize the purchase of an Ameristar single slide gate as proposed by Harbor Fence in the amount of \$10,645 and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

1st Reading One Water Street Conditional Rezoning

Consideration of a First Reading for a Conditional Rezoning request from One Water Street for a drive thru bank in the Central Business District

Planning Director Scott McPherson discussed the application for an amendment to the One Water Street conditional rezoning, a conditional use for a drive thru bank in the Central Business District and development plan review that has been submitted by Catt Development.

In 2012 a conditional rezoning and development plan was approved for the One Water Street property. This approval conditionally rezoned the property from Waterfront Marina District to Central Business District and approved a development plan for the existing uses of the restaurant, commercial and office uses and for the construction of 13 mixed use cottages. Three of the cottages are currently under construction.

While the uses on the One Water Street are not being changed, the applicant is proposing to remove 4 of the 13 approved detached resort cottage structures. The 4 structures that will be eliminated are located in

the interior of the site. The proposed changes also include detaching the existing duplex unit that is located on the south west corner creating two independent single units. As a result of detaching these units, the setback distance for the south lot line will be reduced from approximately 33 feet to 28 feet. In the space of the 4 eliminated cottages, a new parking area will be created resulting in an increase of 25 parking spaces on the site.

A public hearing in front of the Planning Commission was held on February 16, 2015 and the conditional rezoning as presented was recommended for approval.

Citizens Comments: None

Staff Comments: None

Board Discussion: All are in full support. Commissioner Sansom inquired about the use of the parking spaces and was informed there would be a shared use of the four parking spaces.

2015-02-016

Moved by Neidhamer

Second by Sansom

MOTION

To approve of a First Reading for a Conditional Rezoning request from One Water Street for a drive thru bank in the Central Business District and schedule the second reading for March 24, 2015

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Financial support of the Boyne Valley Trailway Support

Consideration to approve the request of Boyne Valley Trailway Committee and authorize the City to support the project through items such as applying for grants and providing administrative support as approved by the City Manager

Mike Sheean of the Boyne Valley Trailway Committee spoke for the committee requesting that the City of Boyne City provide administrative support services for their proposed trail project from inside Boyne City to ultimately Boyne Falls. The project is currently proposed to be completed in 3 phases. Because the City is an Act 51 Road agency, we are eligible to apply for grants in support of this project. We are now in the process of moving forward with the construction phase. Maps of the proposed trailway were presented.

Citizens: Boyne Valley Township Supervisor Sue Hobbs said this is an important project for our area. Boyne Mountain's investment in our communities is very important. It is very important for people to be able to walk and bike, go into the village and Boyne City. She added that she appreciates the cooperation. Boyne Valley Township is in support.

Board Discussion: Commissioner Neidhamer said he is in full support. It is a fantastic project between the Township, the City, Boyne Mountain, Boyne Falls Schools all working together. This will provide 7 miles of

paved trail. It fits into the trail town. The trailway is an economic engine for Boyne City, Boyne Mountain and the village of Boyne Falls. Mike Sheean added this trail will be part of a major network. Mayor Pro-Tem Towne said he believes the trail is another tool to help the local economy and supports the recommendation. Commissioner Gaylord asked if Boyne Mountain is paying for what's on their part and was informed they are granting easements on their property. What about bringing bikers by the lagoons? Commissioner Sansom and Mayor Grunch are in full support.

MOTION

2015-02-017

Moved by Towne

Second by Sansom

To approve the request of Boyne Valley Trailway Committee and authorize the City to support the project through items such as applying for grants and providing administrative support as approved by the City Manager

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Recreation Plan

Consideration to adopt the Boyne City Recreation Plan 2015-2020 as presented and as recommended by the Parks & Recreation Commission and the Planning Commission

Public Works Superintendent Andy Kovolski discussed the Recreation Plan the Parks and Recreation Commission has been developing. The Plan will replace the previous five year recreation plan. To qualify for some types of State Grants such as those offered through the Natural Resources Trust Fund and the Coastal Zone Management programs, an approved recreation plan must be on file with the State. It must meet specific requirements in its development and be adopted in accordance with the procedures established by the State of Michigan. This plan contains the recreation goals of the City which were developed based on community input. While the project list seems ambitious, it is important to remember that it serves as a guide for future recreation improvements and to be grant eligible, the project must be listed in the plan. The City is not bound to complete any of the projects or abide by any particular time frame. As always, the City Commission must give approval prior to the initiation of any project. The Plan can also be amended to include a new project if necessary.

Staff Comments: None

Citizens Comments: None

Board Discussion. Commissioner Gaylord said he doesn't feel a few items are on the immediate radar and is fine with most of them, but not the Veteran's Park Pavilion. He does think there are a lot of good things in the plan. Improve what we have. Commissioner Sansom said she is in support of the plan. Every individual item is up for City Commission approval anyway. Commissioner Neidhamer said it is a great working document and he is in full support. Mayor Pro-Tem Towne said the City is not obligated with getting it all done and supports the plan. Mayor Grunch

also supports the plan and said it is a good document.

MOTION

2015-02-018

Moved by Neidhamer

Second by Towne

To approve to adopt the Boyne City Recreation Plan 2015-2020 as presented and as recommended by the Parks & Recreation Commission and the Planning Commission

Ayes: 4

Nays: 1, Commissioner Gaylord

Absent: 0

Motion carried

**Street Closure Request –
Mushroom Festival Craft
Beer Block Party**

Consideration to approve the request proposed by the Boyne Area Chamber of Commerce to approve the Mushroom Festival Craft Beer Block Party for Thursday, May 14, 2015 as part of the annual Mushroom Festival and authorize the City Manager to take the necessary steps to help implement the request

City Manager Cain discussed the request from the Boyne Area Chamber of Commerce to hold a new downtown even on Thursday May 14 as part of the annual Mushroom Festival. This event involves several items the Commission should be aware of including: allowing them to hold the event on public property – Water Street; closing the 100 block of Water Street from approximately 1:00 pm to 9:00 pm; serving alcohol (craft beer) on Water Street; and allowing two food trucks on Water Street in event area as proposed. This proposal has been reviewed by City Staff and we see no problem with it. We see this effort as a positive way to build on the already strong Mushroom Festival and potentially bring more people and business to Boyne City.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Sansom asked why closing the street at 1 pm when the event begins at 4 and was informed it would be a soft closing to get things set up. How many breweries will be represented, Chamber Director Jim Baumann said approximately 20 would be good, mostly from Northern Michigan. Jim added the major reason to do this is to bring the event downtown. Commissioner Neidhamer said he is in full support. This is what makes Boyne City special. We celebrate by making our downtown special. Mayor Pro-Tem Towne said he believes it will help bring people and he is in full support. Commissioner Gaylord asked if we got any feedback from businesses about the food trucks. Jim Baumann said they haven't heard anything negative. There are five restaurants that are going to participate. Commissioner Gaylord added that he supports any function with alcohol, but not in the street. He added that he is not a fan of having alcohol directly in the street and has to remain true to the people he represents. Mayor Grunch said he is in 100% support.

2015-02-019

Moved by Neidhamer
Second by Towne

MOTION

To approve the request proposed by the Boyne Area Chamber of Commerce to approve the Mushroom Festival Craft Beer Block Party for Thursday, May 14, 2015 as part of the annual Mushroom Festival and authorize the City Manager to take the necessary steps to help implement the request

Ayes: 4

Nays: 1, Commissioner Gaylord

Absent: 0

Motion carried

Consumers Energy Meter Replacement Program Information

Consumers Energy Meter Replacement Program Information

Dennis McKee with Consumers Energy discussed the upgrading of their electric meters that will be taking place in the near future. These meters will communicate with Consumers regarding outages, usage, etc. Customers will be able to view their usage. People won't need to be home at the time of meter installation. There will be three steps of notification prior to the meter installation. Information brochures were provided.

Staff Comments: None

Citizens Comments: Chris Christensen inquired if burying electric lines would make the meters ineffective and was told no, they use a cell phone technology thru Verizon network.

Board Discussion: Mayor Pro-Tem Towne said he does like the idea of outage notification. Commissioner Gaylord asked why there is a financial penalty on those who choose to have the manual reader and was informed due to the costs of doing so. The Public Service Commission is the regulatory agency on this. Commissioner Sansom asked how long installation takes and was informed generally 3 – minutes. Will not affect your appliances.

Consideration to authorize staff to apply for a \$1,900 grant from the Charlevoix County Community Foundation for the 2015 SOBO Arts Festival and authorize the City Manager to execute the documents.

Grant request for the Sobo Arts Festival

Barb Brooks discussed the request to support the application to the Charlevoix County Community Foundation grant supporting the 2015 SOBO Arts Festival. These funds would specifically be for the Friday evening concert at a cost of \$1,900 to be requested from the foundation. This grant has been received from them the past four years. The Main Street Board approved the SOBO Arts Festival Grant application at their February meeting.

2015-02-020

Moved by Neidhamer
Second by Towne

MOTION

To authorize staff to apply for a \$1,900 grant from the Charlevoix County Community Foundation for the 2015 SOBO Arts Festival and authorize the City Manager to execute the documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

2015-02-021
Moved by Grunch
Second by Gaylord

Brief Recess
MOTION

To take a brief recess at 1:25 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

2015-02-022
Moved by Grunch
Second by Towne

RECONVENE
MOTION

To reconvene the meeting at 1:35 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

City Manger Cain discussed the updated draft Sommerset Point development agreement between the City, Eveline Township and Sommerset Point to provide utilities to that development and homes along the way. If the Commission is comfortable with the concepts presented to date, the documents will be referred to our legal counsel for their review with the goal of hopefully bringing this forward as an action item at our March 10th City Commissioner meeting.

SOMMERSET POINT
UPDATE

Staff Comments: None

Citizens Comments: Robin Berry inquired why does annexing keep coming up? City Manager Cain and Sommerset Point attorney Dan Barron both said that issue surfaced when the group first met, and it was put to rest and neither has heard anything or had discussions since. Dan Barron also added there has been no formal action taken at the Eveline Township level yet, but they are verbally providing positive feedback. The project is being reengineered to minimize the total number of connections.

Board Discussion: Commissioner Neidhamer said he is generally in favor of moving forward with this. It is win-win. Mayor Pro-Tem Towne said he is ok with it. Commissioners Gaylord, Sansom and Mayor Grunch are in support of the project as well.

Good of the Order

None

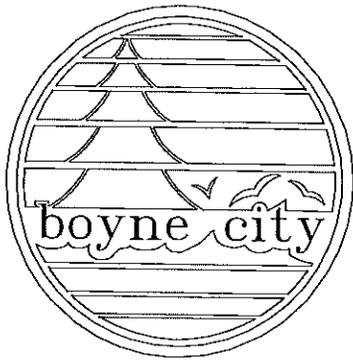
ADJOURNMENT

Moved by Mayor Grunch seconded by Commissioner Gaylord to adjourn the regular City Commission meeting of Tuesday, February 24, 2015 at 2:06 p.m.

Ron Grunch
Mayor

Cindy Grice
Clerk / Treasurer

DRAFT



CITY OF BOYNE CITY

MEMO

To: Mayor Grunch and the Boyne City Commissioners *MG*

From: Karen Seeley, Deputy Clerk *ks*

Date: March 5, 2015

Subject: Board Resolution Federal Surplus Property

Federal Surplus assistance program has requested that the City updates their application, which is out of date by a few years. The last resolution adopted was March 25, 2003. This is just a renewal with updated information.

Recommendation: To adopt the Federal Surplus Property Program Resolution designating City Manager Michael Cain as the coordinator of Surplus Property Donee and Custodian.

**STATE OF MICHIGAN
BOARD RESOLUTION
FEDERAL SURPLUS ASSISTANCE PROGRAM**

WHEREAS, THE , State of Michigan has met all
(Agency)
other State and Federal requirements for participation in the Federal Property Assistance Program under
Public Law 94-519.

WHEREAS, it is a requirement that a resolution be adopted by the governing body specifically
designating a coordinator as Surplus Property Donee and Custodian, to be responsible for the acceptance
and accountability and authorized to sign for surplus property.

NOW THEREFORE, BE IT RESOLVED:

1. That the Governing Body for the
(Agency)
the of the State of Michigan, hereby designates
(Name)
who is the authorized coordinator as the person responsible for accepting Federal
Surplus Property, with the power and full authority to sign for such surplus property.
2. The coordinator named above is to be held responsible for the accountability and will
maintain the necessary records for all surplus property obtained for public purposes
until relieved from accountability by State and/or Federal authorities.
3. That money is available to pay service charges for surplus property obtained.
4. That the coordinator is further hereby authorized to direct payment of service charges
for surplus property to complete all transactions.

I do hereby certify that the foregoing resolution was adopted by the favorable vote of a majority of the
member of said
(Agency)

Signature, Chairman of the Board

Signature, Secretary/Clerk/Treasurer

Agency Mailing Address

Exhibit - J

Return form to: **State of Michigan, DMB
Federal Surplus Program
P.O. Box 30026
Lansing, MI, 48909**

NEW UPDATE

APPLICATION FOR ELIGIBILITY
To Receive Federal Surplus Property (41 CFR 101-44.207)

I. LEGAL NAME & MAILING ADDRESS OF APPLICANT ORGANIZATION:

City of Boyne City 38-6004540

Name of Organization
319 North Lake st *Federal Tax ID#*

Mailing Address (PO Box #, Street, City & State) *ZIP Code+4*
Boyne City, Mi 49712

Street Address/Location (if different than mailing address)
Charlevoix (231) 582-6597 (231) 582-6506

County *Telephone #* *Fax #*
cityofboynecity.com mcaain@boynecity.com

Organization Web Address *Organization E-Mail Address*

II. APPLICANT STATUS (CHECK ONE)

- Public Agency including Public Schools (if you checked public agency, complete sec. III then skip to sec. VIII)
- Nonprofit, tax-exempt Organization

III. TYPE OR PURPOSE OF ORGANIZATION:

- | | | | | |
|--|---|--|---|--|
| <input type="checkbox"/> State | <input type="checkbox"/> College or University | <input type="checkbox"/> Child Care Center | <input type="checkbox"/> Training Center | <input type="checkbox"/> Medical Institution |
| <input type="checkbox"/> County | <input type="checkbox"/> Secondary School | <input type="checkbox"/> School for Physically Disabled | <input type="checkbox"/> Radio/TV Station | <input type="checkbox"/> Hospital |
| <input checked="" type="checkbox"/> City | <input type="checkbox"/> Elementary School | <input type="checkbox"/> School for Mentally Disabled | <input type="checkbox"/> Library | <input type="checkbox"/> Health Center |
| <input type="checkbox"/> School District | <input type="checkbox"/> Pre School | <input type="checkbox"/> Museum | <input type="checkbox"/> Sheltered Workshop | <input type="checkbox"/> Training Program |
| <input type="checkbox"/> Township | <input type="checkbox"/> Programs for Older Individuals | <input type="checkbox"/> Provider of Assistance to Homeless/Impoverished | <input type="checkbox"/> Clinic | |
| <input type="checkbox"/> Village | <input type="checkbox"/> Other (specify) _____ | | | |

IV. PROVIDE A WRITTEN DESCRIPTION OF PROGRAMS OR SERVICES OFFERED, INCLUDING A DESCRIPTION OF FACILITIES OPERATED (REQUIRED).

V. SOURCES OF FUNDING (Attach Supporting Documentation):

- Grant
- Contributions
- Other _____

VI. HAS THE ORGANIZATION BEEN DETERMINED TO BE TAX EXEMPT UNDER SECTION 501 OF THE INTERNAL REVENUE CODE OF 1986? _____ (COPY REQUIRED)

VII. HAS THE ORGANIZATION BEEN APPROVED, ACCREDITED OR LICENSED? _____ (COPY REQUIRED) BY WHAT AUTHORITY? _____

VIII. _____
Date Printed Name and Title of Authorized Official

Signature of Authorized Official

FOR STATE AGENCY USE ONLY

The applicant has been determined as a:

<input type="checkbox"/> eligible	<input type="checkbox"/> ineligible	<input type="checkbox"/> conditionally eligible
<input type="checkbox"/> public agency	<input type="checkbox"/> nonprofit education	<input type="checkbox"/> nonprofit health
<input type="checkbox"/> other _____		

Eligibility expires: _____ Agreement #: _____

Date Director

INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR ELIGIBILITY FORM

(Please type or print in blue or black ink only)

SECTION I Provide the full legal name of your organization on the first line of this section. Provide the mailing address of your organization as recognized by the US Postal Service. Include ZIP Code. Provide the street address if different from mailing address or provide directions if located on a rural route or other remote area. List the county in which the organization is actually located and a business telephone number with area code.

SECTION II Check the appropriate box which describes your organization. If you are a public agency check the appropriate box in section III then skip to section VIII. If you are unable to determine which status to check, please call 517-373-8622.

SECTION III Check the appropriate box or boxes (check as many as apply) which indicates the type or purpose of your organization.

SECTION IV A comprehensive written description of all programs and/or services provided is required. A description of the operational facilities should also be included. Be sure to include information on staff and staff qualifications, hours of operation, services and programs offered, population of enrollment, fees charged, etc. Include samples of pamphlets, catalogs, brochures or posters. If incorporated, include complete copy of Articles of Incorporation with all filing certificates and amendments, and a copy of your current By-Laws.

SECTION V Check the appropriate box which indicates the organization's sources of funding. Supporting documentation indicating the types and amounts of funding must be submitted with the completed application.

SECTION VI All applicants making application as "Nonprofit, tax-exempt organizations" must provide a copy of the IRS determination letter indicating tax exemption under Section 501 of the IRS Code of 1986. The name of the organization on this IRS letter must match the name provided in Section 1 of this application, if not, include sufficient evidence such as amendments to Articles of Incorporation, or Assumed Name filing certificate to establish an "audit trail" of names showing the legal connection.

SECTION VII Applicants making application as "Nonprofit, tax-exempt organization" are required to submit evidence that the applicant is currently approved, accredited, or licensed. Programs for older individuals must include evidence of funding under the Older Americans Act of 1965; Titles IV or XX of the Social Security Act; Titles VIII or X of the Economic Development Act of 1964; or the Community Services Block Grant Act. Providers of assistance to homeless individuals must include a letter from the mayor, county judge, city or county health officer or comparable authority which certifies that the applicant is a "provider of assistance to the homeless". The certification must identify the service or assistance being provided and the number of individuals receiving such assistance.

SECTION VIII Annotate date and provide an original signature of applicant's Authorized Official (President, Chairman of the Board, Mayor, City Manager, Executive Director, Administrator, Fire Chief, or other comparable authorized official). Photocopied, rubber stamped, machine produced, carbon, or other facsimile type signatures are not acceptable.

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. USE THIS INSTRUCTION SHEET AS YOUR CHECK LIST TO ASSURE ALL REQUIRED INFORMATION AND DOCUMENTATION IS PROVIDED. IF YOU HAVE A QUESTION OR NEED ASSISTANCE CALL (517) 373-8622 or (517) 241-3860.

MAIL OR FAX APPLICATION TO:

Department of Technology, Management and Budget, Federal Surplus Program,
3111 W. St. Joseph Street, Lansing, MI 48917
Fax: (517) 334-8262

AUTHORIZED REPRESENTATIVES

(See definitions)

I. LEGAL NAME & MAILING ADDRESS OF APPLICANT ORGANIZATION:

City of Boyne City		
<i>Name of Organization</i>		
319 North Lake Street		
<i>Mailing Address (PO Box #, Street, City & State)</i>		<i>ZIP Code+4</i>
Boyne City, MI 49712		
<i>Street Address/Location (if different from mailing address)</i>		
Charlevoix	(231) 582-6597	(231) 582-6506
<i>County</i>	<i>Telephone #</i>	<i>Fax #</i>
cityofboynecity.com		mcaain@boynecity.com
<i>Organization Web Address</i>		<i>Organization E-Mail Address</i>

II. THE FOLLOWING REPRESENTATIVES ARE DESIGNATED TO:

- A. Represent Donee Organization as its authorized agent; and
- B. Acquire Federal surplus property on behalf of the Donee Organization; and
- C. Obligate necessary Donee Organization funds for this purpose; and
- D. Execute Distribution Documents binding the Donee Organization to the terms, conditions, reservations, and restrictions applying to Property obtained through the agency.

III. _____ NEW DESIGNATIONS _____ ADDITIONAL DESIGNATIONS ONLY
 (Delete all previous authorizations) (Add to previous authorizations)

IV. REPRESENTATIVES:

Name	Title	Signature
_____	_____	_____
Email Address (required)	_____	_____
_____	_____	_____
Email Address (required)	_____	_____
_____	_____	_____
Email Address (required)	_____	_____
_____	_____	_____
Email Address (required)	_____	_____

V. CERTIFICATION

_____	_____
Date	Signature of Authorized Official (see definitions)

	Printed Name & Title of Authorized Official

NONDISCRIMINATION ASSURANCE

LEGAL NAME & MAILING ADDRESS OF APPLICANT ORGANIZATION:

City of Boyne City
Name of Organization

319 N Lake St
Mailing Address (PO Box #, Street, City, State) *ZIP Code+4*

Boyne City, MI 49712

Charlevoix (231) 582-6597 (231) 582-6506
Street Address/Location (if different from mailing address) *Telephone #* *Fax #*

cityofboynecity.com mccain@boynecity.com
County *Organization Web Address* *Organization E-Mail Address*

City of Boyne City, the donee,
(Name of Organization)

agrees that the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with all requirements imposed by or pursuant to the General Services Administration (41 CFR 101-6.2 and 101-8) issued under the provisions of Title VI of the Civil Rights Act of 1964, as amended, section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, section 303 of the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987, to the end that no person in the United States shall on the ground of race, color, national origin, sex or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and hereby gives assurance that it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees (1) that this agreement shall be subject in all respects to the provisions of said Federal statutes and regulations, (2) that this agreement obligates the donee for the period during which it retains ownership or possession of the property, (3) that the United States shall have the right to seek judicial enforcement of this agreement, and (4) that this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

Date Signature of Authorized Official

STATE OF MICHIGAN
FEDERAL SURPLUS PROPERTY PROGRAM
3201 W. ST. JOSEPH, LANSING, MI 48917

**CERTIFICATIONS AND AGREEMENTS (INCLUDING TERMS, CONDITIONS,
RESERVATIONS, AND RESTRICTIONS)**

(a) THE DONEE CERTIFIES THAT:

(1) It is a public agency or a nonprofit institution or organization exempt from taxation under section 501 of the Internal Revenue Code of 1954 within the meaning of section 203 (j) of the Federal Property and Administrative Services Act of 1949, as amended, and/or the regulations of the General Services Administration (GSA).

(2) If a public agency, the property is needed and will be used by the recipient for carrying out or promoting for the residents of a given political area one or more public purposes, or, if a nonprofit, tax exempt institution or organization, the property is needed for and will be used by the recipient for educational or public health purposes, including research for any such purpose, or for programs for older individuals. The property is not being acquired for any other use or purpose, or for sale or other distribution, or for permanent use outside the State, except with prior written approval of the State agency.

(3) Funds are available to pay all costs and charges incident to donation.

(4) This transaction shall be subject to the nondiscrimination regulations governing the donation of surplus personal property issued under title VI of the Federal Property and Administrative Services Act of 1949, as amended, section 504 of the Rehabilitation Act of 1973, as amended, title IX of the Education Amendments of 1972, as amended, and section 303 of the Age Discrimination Act of 1975.

(b) THE DONEE AGREES TO THE FOLLOWING FEDERAL CONDITIONS:

(1) All items of property shall be placed in use for the purpose(s) for which acquired within 1 year of receipt and shall be continued in use for such purpose(s) for 1 year from the date the property was placed in use, or continued in use, the donee shall immediately notify the State agency and, at the Donee's expense, return such property to the State agency.

(2) Such special handling or use limitations as are imposed by GSA on any item(s) of property listed hereon.

(3) In the event the property is not so used or handled as required by (b) (1) and (2), title and right to the possession of such property shall at the option of GSA revert to the United States of America and, upon

demand, the donee shall release such property to such person as GSA or its designee shall direct.

(c) THE DONEE AGREES TO THE FOLLOWING CONDITIONS IMPOSED BY THE STATE AGENCY, APPLICABLE TO ITEMS WITH A UNIT ACQUISITION COST OF \$5,000 OR MORE AND PASSENGER MOTOR VEHICLES, REGARDLESS OF ACQUISITION COST, EXCEPT VESSELS 50 FEET OR MORE IN LENGTH AND AIRCRAFT, FOREIGN GIFTS, OR OTHER ITEMS OF PROPERTY REQUIRING SPECIAL HANDLING OR USE LIMITATIONS, REGARDLESS OF THE ACQUISITION COST OR PURPOSE FOR WHICH ACQUIRED:

(1) The property shall be used only for the purpose(s) for which acquired and for no other purpose(s).

(2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which acquired for a period of (to be in accordance with provisions of the State Plan of Operation).

(3) In the event the property is not so used as required by (c) (1) and (2), and Federal restrictions (b) (1), (b) (2) and (f) have expired, right to the possession of such property shall at the option of the State agency revert to the State of Michigan and the donee shall release such property to such person as the State agency shall direct.

(d) THE DONEE AGREES TO THE FOLLOWING TERMS, RESERVATIONS, AND RESTRICTIONS:

(1) From the date it receives the property and through the period(s) of time the conditions imposed by (b), (c) and (f) remain in effect, the donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently for use outside the State, without the prior approval of GSA under (b) and (f), or the State agency under (c) and (f). The proceeds from any sale, trade, lease, loan, bailment, encumbrance, or other disposal of the property, when such action is authorized by GSA or by the State agency, shall be remitted promptly by the donee to GSA or the State agency, as the case may be.

(2) In the event any of the property is sold, traded, leased, loaned, bailed, cannibalized, encumbered, or

otherwise disposed of by the donee from the date it receives the property through the period(s) of time the conditions imposed by (b), (c) and (f) remain in effect, without the prior approval of GSA or the State agency, the donee, at the option of GSA or the State agency shall pay to GSA or the State agency, as the case may be, the proceeds of the disposal or the fair market value or the fair rental value of the property at the time of such disposal, as determined by GSA or the State agency.

(3) If at any time, from the date it receives the property through the period(s) of time the conditions imposed by (b), (c), and (f) remain in effect any of the property listed hereon is no longer suitable, usable, or further needed by the donee for the purpose(s) for which acquired, the donee shall promptly notify the State agency, and shall, as directed by the State agency, return the property to the State agency, release the property to another donee or another State agency or to a department or agency of the United States, sell or otherwise dispose of the property. The proceeds from any sale shall be remitted promptly by the donee to the State agency.

(4) The donee shall make reports to the State agency on the use, condition, and location of the property listed hereon and on other pertinent matters as may be required from time to time by the State agency.

(5) At the option of the State agency, the donee may abrogate the State conditions set forth in (c) and the State terms, reservations, and restrictions pertinent thereto in (d) by payment of an amount as determined by the State agency.

(e) THE DONEE AGREES TO THE FOLLOWING CONDITIONS, APPLICABLE TO ALL ITEMS OF PROPERTY LISTED HEREON:

(1) The property acquired by the donee is on an "as is, where is" basis, without warranty of any kind, and the Government of the United States of America will be held harmless from any or all debts, liabilities, judgments, costs, demands, suits, actions, or claims of any nature arising from or incident to the donation of the property, its use, or final disposition.

(2) Where a donee carries insurance against damages to or loss of property due to fire or other hazards and where loss of or damage to donated property with unexpired terms, conditions, reservations, or restrictions occurs, GSA or the State agency, as the case may be, will be entitled to reimbursement from the donee out of the insurance proceeds of an amount equal to the unamortized portion of the fair market value of the damaged or destroyed donated items.

(f) THE DONEE AGREES TO THE FOLLOWING ADDITIONAL SPECIAL TERMS AND CONDITIONS APPLICABLE TO THE DONATION OF AIRCRAFT AND VESSELS (50 FEET OR MORE IN LENGTH) HAVING A ACQUISITIONS COST OF \$5,000 OR MORE AND FOREIGN GIFTS OR OTHER ITEMS OF PROPERTY REQUIRING SPECIAL HANDLING OR USE LIMITATIONS, REGARDLESS OF THE ACQUISITION COST OR PURPOSE FOR WHICH ACQUIRED:

The donation shall be subject to the additional special terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document or other agreements executed by the authorized donee representative.

(g) ALL PROPERTY ACQUIRED THROUGH THE FEDERAL SURPLUS PROPERTY PROGRAM IS CONSIDERED FEDERAL GRANT-IN-AID AND MAY REQUIRE COMPLIANCE UNDER THE SINGLE AUDIT ACT OF 1984 AND THE PROVISIONS OF OMB CIRCULAR A-133.

Signature of Donee's Authorized Official

Date

Title of Donee's Authorized Official

DEFINITIONS

Authorized Official – Means the President, Chairman of the Board, Mayor, City Manager, Superintendent, Executive Director, Administrator, Fire/Police Chief, or other comparable official.

Authorized Representative – Means the person(s) who is/are certified by the Authorized Official to represent the Donee Organization as its authorized agent; and is authorized to screen/acquire Federal surplus property on behalf of the Donee Organization; and obligate necessary Donee Organization funds for this purpose; and execute distribution documents binding the Donee Organization to the terms, conditions, reservations, and restrictions applying to property obtained through the agency.

APPROVED - Recognition and approval by the State department of education, State department of health, or other appropriate authority where no recognized accrediting board, association, or other authority exists for the purpose of making an accreditation. For an educational institution or an educational program, approval must relate to academic or instructional standards established by the appropriate authority. For a public health institution or program, approval must relate to the medical requirements and standards for the professional and technical services of the institution established by the appropriate authority.

ACCREDITED - Approved by a recognized accrediting board or association, at a regional, State or national level such as a State board of education or health; the American Hospital Association; a regional or national accrediting association for universities, colleges, or secondary schools; or another recognized accrediting association.

ACCREDITATION – Means the status of public recognition that an accrediting agency grants to an institution or program that meets the agency's standards and requirements.

CHILD CARE CENTER - A public or nonprofit facility where educational, social, health, and nutritional services are provided to children through age 14 or as prescribed by State Law, and that is approved or licensed by the State or other appropriate authority as a child day care center or child care center.

CLINIC – Means an approved public or nonprofit facility organized and operated for the primary purpose of providing outpatient public health services, and includes customary related services such as laboratories and treatment rooms.

COLLEGE - Means an approved or accredited public or nonprofit institution of higher learning offering organized study courses and credits leading to a baccalaureate or higher degree.

CONSERVATION – Means a program or programs carried out or promoted by a public agency for public purposes involving directly or indirectly the protection, maintenance, development, and restoration of the natural resources of a given political area. These resources include but are not limited to the air; land; forests; water; rivers; streams; lakes and ponds; minerals; and animals, fish and other wildlife.

DRUG ABUSE OR ALCOHOL TREATMENT CENTER – Means a clinic or medical institution that provides for the diagnosis, treatment, or rehabilitation of alcoholics or drug addicts. These centers must have on their staffs, or available on a regular visiting basis, qualified professionals in the fields of medicine, psychology, psychiatry, or rehabilitation.

ECONOMIC DEVELOPMENT – Means a program(s) carried out or promoted by a public agency for public purposes to improve the opportunities of a given political area for the establishment or expansion of industrial, commercial, or agricultural plants or facilities and which otherwise assists in the creation of long term employment opportunities in the area or primarily benefits the unemployed or those with low incomes.

EDUCATION – Means a program or programs to develop and promote the training, general knowledge, or academic, technical, and vocational skills and cultural attainments of individuals in a community or other given political area. Public educational programs may include public school systems and supporting facilities such as centralized administrative or service facilities.

EDUCATIONAL INSTITUTION – Means an approved, accredited, or licensed public or nonprofit institution, facility, entity, or organization conducting educational programs or research for educational purposes, such as a child care center, school, college, university, school for the mentally or physically disabled, or an educational radio or television station.

EDUCATIONAL RADIO OR TELEVISION STATION – Means a public or nonprofit radio or television station licensed by the Federal Communications Commission and operated exclusively for noncommercial educational purposes.

HEALTH CENTER – Means an approved public or nonprofit facility that provides public health services, including related facilities such as diagnostic and laboratory facilities and clinics and offices.

HISTORIC LIGHT STATION – Means a historic light station as defined under section 308(e)(2) of the National Historic Preservation Act 16 U.S.C. 470w-7(e)(2), including a historic light station conveyed under subsection (b) of that section, notwithstanding the number of hours that the historic light station is open to the public.

HOMELESS INDIVIDUAL – Means:

(1) An individual who lacks a fixed, regular, and adequate nighttime residence, or who has a primary nighttime residence that is:

- (i) A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
- (ii) An institution that provides a temporary residence for individuals intended to be institutionalized; or
- (iii) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

(2) For purposes of this regulation, the term does not include any individual imprisoned or otherwise detained pursuant to an Act of the Congress or State Law.

HOSPITAL – Means an approved or accredited public or nonprofit institution providing public health services primarily for inpatient medical or surgical care of the sick and injured and includes related facilities such as laboratories, outpatient departments, training facilities, and staff offices.

LIBRARY - A public or nonprofit facility providing library services free to all residents of a community, district, State or region.

LICENSED – Mean recognition and approval by the appropriate State or local authority approving institutions or programs in specialized areas. Licensing generally relates to established minimum public standards of safety, sanitation, staffing, and equipment as they relate to the construction, maintenance, and operation of a health or educational facility, rather than to the academic, instructional, or medical standards for these institutions.

MEDICAL INSTITUTION – Means an approved, accredited, or licensed public or nonprofit institution, facility, or organization the primary function of which is the furnishing of public health and medical services to the public at large or promoting public health through the conduct of research, experiments, training, or demonstrations related to cause, prevention, and methods of diagnosis and treatment of diseases and injuries. The term includes but is not limited to hospitals, clinics, alcoholic and drug abuse treatment centers, public health or treatment centers, research and health centers, geriatric centers, laboratories, medical schools, dental schools, nursing schools, and similar institutions. The term does not include institutions primarily engaged in domiciliary care although a separate medical facility within such a domiciliary institution may qualify as a “medical institution”.

MUSEUM – Means a public or nonprofit institution which is organized on a permanent basis essentially for educational or esthetic purposes and which, using a professional staff, owns or uses tangible objects, whether animate or inanimate; cares for these objects; and exhibits them to the public on a regular basis (at least 1000 hour per year). As used in the Donation Program, the term “museum” includes, but is not limited to, the following institutions if they satisfy all other provisions of FPMR 101-44.207: aquariums and zoological parks; botanical gardens and arboretums; nature centers; museums relating to art, history (including historical buildings), natural history, science, and technology; and planetariums. For the purposes of this definition, an institution uses a professional staff if it employs at least one qualified full time staff member or the equivalent, whether paid or unpaid, primarily engaged in the acquisition, care, or public exhibition of objects owned or used by the institution. This definition of “museum” does not include any institution that exhibits object to the public if they display or use of the objects is only incidental to the primary function of the institution. For example, an institution which is engaged primarily in the sale of antiques, objects d’art, or other artifacts and which incidentally provided displays to the public of animate or inanimate objects, either free or at a nominal charge, does not qualify as a museum.

NATIONALLY RECOGNIZED ACCREDITING AGENCY – Means an accredited agency that the Department of Education recognizes under 34 CFR par 600. (For a list of accredited agencies, see the Department’s web site at <http://www.ed.gov/offices/OPE/accreditation/index.html> .

NONPROFIT – Means not organized for profit and exempt from Federal income tax under section 501 of the Internal Revenue Code (26 U.S.C. 501).

PARKS AND RECREATION – Means a program(s) carried out or promoted by a public agency for public purposes which involve directly or indirectly the acquisition, development, improvement, maintenance, and protection of park and recreational facilities for the residents of a give political area.

PROGRAM FOR OLDER INDIVIDUALS – Means a conducted by a State or local government agency or any nonprofit activity that receives funds appropriated for services or programs for older individuals under the Older Americans Act of 1965, as amended, under title IV or title XX of the Social Security Act (42 U.S.C. 601 et seq.), or under titles VIII and X of the Economic Opportunity Act of 1964 (42 U.S.C. 2991 et seq.) and the Community Services Block Grant Act (42 U.S.C. 9901 et seq.).

PROVIDER OF ASSISTANCE TO HOMELESS INDIVIDUALS – Means a public agency or a nonprofit institution or organization that operates a program which provides assistance such as food, shelter, or other services to homeless individuals.

PROVIDER OF ASSISTANCE TO IMPOVERISHED FAMILIES AND INDIVIDUALS – Means a public or nonprofit organization whose primary function is to provide money, goods, or services to families or individuals whose annual incomes are below the poverty line (as defined in section 673 of the Community Services Block Grant Act)(42 U.S.C. 9902). Providers include food banks, self-help housing groups, and organizations providing services such as the following: Health care; medical transportation; scholarships and tuition assistance; tutoring and literacy instruction; job training and placement; employment counseling; child care assistance; meals or other nutritional support, clothing distribution; home construction or repairs; utility or rental assistance; and legal counsel.

PUBLIC AGENCY- Means any State; political subdivision thereof, including any unit of local government or economic development district; any department, agency, or instrumentality thereof, including instrumentalities created by compact or other agreement between States or political subdivisions; multijurisdictional substate districts established by or pursuant to State law; or any Indian tribe, band, group, pueblo, or community located on a State reservation.

PUBLIC HEALTH – Means a program(s) to promote, maintain, and conserve the public’s health by providing health services to individuals and/or by conducting research, investigations, examinations, training, and demonstrations. Public health services may include but are not limited to the control of communicable diseases, immunization, maternal and child health programs, sanitary engineering, sewage treatment and disposal, sanitation inspection and supervision, water purification and distribution, air pollution control, garbage and trash disposal, and the control and elimination of disease-carrying animals and insects.

PUBLIC HEALTH INSTITUTION – Means an approved, accredited, or licensed public or nonprofit institution, facility, or organization conducting a public health program(s) such as a hospital, clinic, health center, or medical institution, including research for any such programs, the services of which are available to the public.

PUBLIC PURPOSE – Means a program(s) carried out by a public agency which are legally authorized in accordance with the laws of the State or political subdivision thereof and for which public funds may be expended. Public purposes include but are not limited to programs such as conservation, economic development, education, parks and recreation, public health and public safety, programs of assistance to the homeless or impoverished, and programs for older individuals.

PUBLIC SAFETY – Means a program(s) carried out or promoted by a public agency for public purposes involving, directly or indirectly, the protection, safety, law enforcement activities, and criminal justice system of a given political area. Public safety programs may include but are not limited to those carried out by: public police departments; sheriff’s offices; the courts; penal and correctional institutions and including juvenile facilities; State and civil defense organizations; and fire departments and rescue squads including volunteer fire departments and rescue squads supported in whole or in part with public funds.

SCHOOL (EXCEPT SCHOOLS FOR THE MENTALLY OR PHYSICALLY DISABLED) - Means a public or nonprofit approved or accredited organizational entity devoted primarily to approved academic, vocational, or professional study and instruction, that operates primarily for educational purposes on a full-time basis for minimum school year and employs a full-time staff of qualified instructors.

SCHOOL FOR THE MENTALLY OR PHYSICALLY DISABLED – Means a facility or institution operated primarily to provide specialized instruction to students of limited mental or physical capacity. It must be public or nonprofit and must operate on a full-time basis for the equivalent of a minimum school year prescribed for public school instruction of the mentally or physically disabled, have a staff of qualified instructors, and demonstrate that the facility meets the health and safety standards of the State or local government.

UNIVERSITY – Means a public or nonprofit approved or accredited institution for instruction and study in the higher branches of learning and empowered to confer degrees in special departments or colleges.



Approved: _____

**Meeting of
February 5, 2015**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY FEBRUARY 5, 2015 AT 8:30 A.M. CITY HALL, 319 NORTH LAKE STREET

Call to Order

Chair Swartz called the meeting to order at 8:32 a.m.

Roll Call

Present: Michael Cain, Michelle Cortright, Jim Jenson, Larry Lenhart, Rob Swartz, Pat O'Brien, Robin Berry Williams and Ben Van Dam

**Meeting
Attendance**

Absent: Jodie Adams
City Staff: Annie Doyle, Barb Brooks, Scott McPherson, Cindy Grice and recording Secretary Karen Seeley

**Excused Absences
MOTION**

Cain moved Cortright second PASSED UNANIMOUSLY to excuse Jodie Adams from today's meeting.

**Approval of Minutes
MOTION**

O'Brien moved Cortright second PASSED UNANIMOUSLY to approve the January 8, 2015 regular minutes and January 30, 2015 special minutes as presented.

**7A
Boyne City Projects

****Chair Swartz asked that 7A be moved to the beginning of the meeting.**
Glenn Catt and Bob Grove Boyne City Projects:
Within the last year we have two projects happening in town. Bob Grove renovating the Dilworth and Glenn Catt with the South Lake Street project. They have both contacted Guy Bazzani & Associates for their design work. Mac McClelland of Otwell Maltby explained how both of these projects could fall under "Brownfield" projects. The board asked if there is a complete financing plan for both projects. Peter Skorina of Bazzani & Associates said that neither project has been finalized yet, the Dilworth is further along than the Lake Street Project. Glenn explained that he is tweaking his final plan, the Historical part is complicated. There is funding available for the historical aspect, mostly construction cost. Planning/Zoning Administrator McPherson informed the board that there is a public hearing on February 16 to review the plans on Catt's Lake Street project as well as some changes to the One Water Street project. It will then be taken to the City Commission for a first and second reading which would take us into April. Mac added that the Brownfield could be done concurrently. If the cost is less than \$500,000 it can be done administratively through the state. The Brownfield plan will also need to be amended through the County. The DDA/TIF plan will need to be amended and expand the scope of the plan to include façade, barrier free and fire suppression. Swartz asked how we justify putting public money into private facilities. The vast majority of all public infrastructure is in the DDA. We could help with public improvements not part of the plan. Cortright inquired how we navigate through this process? First we need the plans, and then approach the two as two separate projects, except for the TIF amendment. When should the environmental review process begin? It can be done concurrent.
Board discussion: Very supportive. How do we move forward together? The Dilworth is a high priority project. This will be a huge economical boost. Board

questioned the uncertainty of the TIF at the state level. We shouldn't stop and wait for the State. If this is already done will it get grandfathered in? We need a time table, all the pieces and elements in place.

Citizens Comments

None

Main Street Committee Reports

Team Boyne: One of our priorities is the vacancies in the DDA. It was the consensus to get the Main Street director involved also. We also talked about having a stronger event on Thursday of the Mushroom Festival with something downtown.
Organization: Have been working through Election of Officers, the OR committee struggled with a four year commitment. Two years as Vice Chair and Two years as Chair.

Design: In addition to the minutes included in the agenda packet, Doyle reported that bids have gone out for a new kiosk. The Committee is working on a Walkabout Sculpture Show Lease Agreement.

Promotions: Moving full steam ahead with Chocolate Covered Boyne and the Irish Festival. Summer planning is ramping up.

Unfinished Business MOTION

Election of Officers: The Organization Committee recommends Pat O'Brien as Chair and Jodie Adams as Vice Chair. **Cain moved, Jensen seconded, PASSED UNANIMOUSLY** to elect Pat O'Brien as Chair and Jodie Adams as Vice Chair for a one year term effective March 2015.

Board Retreat: The dates for the Main Street Retreat will be on Monday, February 23rd at 5:00 pm with the place to be determined, providing it works with the facilitator's schedule.

New Business

Pavilion Funding: Barb Brooks of the Veterans Park Pavilion committee updated the board on the progress to determine the feasibility of renovating the current pavilion, further refine plans for "Concept 2" and investigate ways to cover the cost. Concept 2 utilizes the base foundation of the current pavilion and expands it to provide for additional amenities and accommodate a larger number of people. After reviewing all of the public input and researching grant opportunity specifications, we have asked the Architect to incorporate a lower roof line and commercial kitchen components. Construction should take about 4-6 months. Professional services should commence at least 4 months prior to the start of construction. (It is possible this could start in 2015). The current estimate for the project is approximately which would include final design, engineering, bid documents, and construction. She presented the board with a spread sheet showing sources of potential funding, estimated financial contributions and budget shortfalls/excesses. O'Brien stated he was very disappointed that the pavilion funding was not part of the new facilities.

MOTION

O'Brien moved Cortright seconded PASSED UNANIMOUSLY to support the committee to continue to refine plans for the pavilion to keep the project moving forward, recommend the City Commission hire a consultant and start construction as soon as it is financially feasible and earmark at least \$15,000 in the upcoming budget if those funds are available to be used to match potential grants. O'Brien out at 10:00a.m.

MOTION

Boyne Thunder Resolution of Support: Boyne Thunder 2015 is scheduled for July 10 and 11 and planning for the event is well underway. As in the past, the Main Street Board and City Commission are being asked for their support. **VanDam moved Cortright seconded PASSED UNANIMOUSLY** to support and endorse the Boyne thunder event; and approve a resolution to make application to the Liquor Control Commission for a Special License for the sale of beer, wine and spirits for the consumption on the premises, to be in effect on July 9 through 12 in Veteran's Park.

Other: SOBO Arts Festival Charlevoix County Community Foundation Grant Application: Becky Harris, a member of the SOBO Arts Festival Committee stated the SOBO Arts Festival is interested in applying to the Charlevoix County Community Foundation for a grant to support the 2015 event. The foundation recommends the grant request be specific to the music, (in the past we have gotten the “Big Band”) for no more than \$1900. In addition to the Main Street board’s support, the foundation also requires support of the City Commission.

MOTION

Cain moved Cortright seconded PASSED UNANIMOUSLY that the Main Street Board support and recommends to the City Commission the SOBO Arts Festival grant application to the Charlevoix County Community Foundation.

MOTION

Pavilion Funding: The board discussion the grant funding available that the Committee had listed on their projected project. Should we give them a letter of support for all the grants they hope to apply for? **Cain moved Van Dam seconded PASSED UNANIMOUSLY** a motion for a letter of support for the Pavilion Project up to the amount of the project and exhaust all sources of funding.

Good of the Order

We have four incredible projects going on in 2015/16, this will be our year. Van Dan said the Mission Statement included on the agenda looked great. Friday is the last day for early signup for the Atlanta Conference. We were selected as one of the seven communities across the State to receive a Place Plan services grant. The board received a flyer of frequently asked questions for the DPW and City facilities. The City facilities will be on the May 2015 ballot. The DPW project will go out for bid this month. The facilities will be a 2016 project. Welcome to Lori on March 1st.

**ADJOURNMENT
MOTION**

Cortright moved Williams seconded PASSED UNANIMOUSLY to adjourn the February 5, 2015 meeting of the Boyne City Main Street Board at 10:31 am.

Karen Seeley, Recording Secretary



Approved:

**MEETING OF
FEBRUARY 12, 2015**

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY
PARKS AND RECREATION COMMISSION MEETING HELD AT
6:00 P.M. AT CITY HALL ON THURSDAY, FEBRUARY 12, 2015.**

CALL TO ORDER

Meeting was called to order by Chair Sheean at 6:00 p.m.

ROLL CALL

Present: Mike Sheean, Heath Meeder, Jo Bowman, Darryl Parish, Jerry Swift, Marie Sheets and Gail VanHorn

Absent: Gail VanHorn and Darryl Parish

**MEETING
ATTENDANCE**

City Staff: City Manager Michael Cain, Streets/Parks & Recreation Superintendent Andy Kovolski and recording secretary Barb Brooks

Public Present: None

**APPROVAL OF
MINUTES **MOTION**

Meeder moved, Bowman seconded, PASSED UNANIMOUSLY, a motion approving the January 5, 2014 meeting minutes as presented.

**CITIZENS COMMENTS
(on non-agenda items)**

None

DIRECTOR'S REPORT

Kovolski reported the only park that has any activity is Avalanche and things are going well there.

CORRESPONDENCE

MML PlacePlans grant award - City Manager Michael gave an overview of the grant process and what the City will receive in the way of assistance. The area being reviewed under the grant is Peninsula Beach to Veterans Park (south of State St.). The City will be looking for volunteers to serve on the steering committee and work directly with the team of consultants and serve as a liaison to the public to engage them in the process.

**REPORTS OF
OFFICERS, BOARDS
AND STANDING
COMMITTEES**

Park Inspection Reports - No reports; at the March meeting the board members will review the list of parks and split them up to track condition and use then report back to staff and the board.

Disc Golf Update - A representative of the Boyne Valley Club was not able to attend the meeting but reported they are still working on their long term vision and plan and are working on a proposal for the tee pads.

Trail(s) Updates – Phase I of the Boyne City/Charlevoix Trail is getting ready to go out to bid.

Dog Park Update – The park is still being used regularly and the users are really starting to take ownership in it. The City crew has been good about keeping the roadway plowed for traffic and parking.

UNFINISHED BUSINESS

Recreation Master Plan PUBLIC HEARING

A draft version of the Recreation Plan has been available for public review at City Hall and on the City's website. Notification was published in the local newspaper of the draft plan and the public hearing.

The public hearing was opened at 6:13 p.m. Citizen Hugh Conklin inquired about whether the marina and its' expansion plans were going to be included. Recording secretary Brooks indicated that it had been discussed during some of the public meetings and even though the current plan is 10 years old, it will be submitted as an attachment to the overall Recreation Plan. Hearing no other comments, the public hearing was closed at 6:18 p.m. The general consensus of the board is that all of the public comment has been captured throughout the process and is ready for City Commission consideration for adoption. **Swift moved, Bowman Seconded, PASSED UNANIMOUSLY** a motion to pass the resolution for a recommendation of adoption by the City Commission at their February 24, 2015 meeting.

**MOTION

NEW BUSINESS

Cislo Memorial Bench Request

Superintendent Kovolski reported that Ms. Cislo is requesting to sponsor a bench to have placed along the waterfront in Veterans Park or Sunset Park in memory of her late husband. It will be a standard City bench, the same style as in the downtown and Kovolski is recommending the area between the marina and baseball field. The City Manager added that he was pleased to hear that bench being considered is one of our standard benches for cohesiveness and also agreed with the location being recommended. **Sheets moved, Bowman seconded, PASSED UNANIMOUSLY** a motion to allow the memorial bench request from Ms. Cislo and that she work with City staff for implementation.

**MOTION

Avalanche Trail Design Concept Report

Steve Schnell from the Top of Michigan Mountain Bike Association (TOMMBA) presented the Avalanche Preserve Recreation Area Conceptual Design Report prepared by the International Mountain Bicycling Association (IMBA). TOMMBA and IMBA worked together to create the plan. The cost to develop the plan was \$6,000 supplied by TOMMBA at no cost to the City. The plan is meant to be general and more of an investigation of current conditions, potential challenges and possibilities. Phase II, if the City chose to move forward, would be further developing the plan from concepts to a plan that could be

implemented. The trails are intended to be multi-use (hiking, biking, cross country skiing, snowshoeing, etc.). Site distance and signage is key to having user friendly multi-use trail. Schnell also added that the economic benefits to having and promoting good trails are huge. The VASA Trail brings an estimated 2.6 million dollars into the Grand Traverse area.

Board Discussion – The proximity to the archery range was questioned. Schnell stated that the topography is what really creates the separation to the archery range. There was further discussion regarding future funding and maintenance. TOMMBA has a lot of volunteers that log a great deal of volunteer hours to raise funds and provide in kind services for projects. Some type of maintenance agreement could be explored.

****MOTION**

Swift moved, Bowman seconded, PASSED UNANIMOUSLY a motion to support the Avalanche Preserve Recreation Area Conceptual Trail Design Report and encourage the City Commission's support of Report as well as additional design planning work to seek future additional sustainable multi-use trail work at Avalanche Preserve.

**Old City Park Trail
Head Project
(Community Growth
Grant)**

City Manager Michael Cain gave an overview of what the Main Street Design committee has come up as a draft plan; which includes an informational kiosk, water trail signage, way-finding signage, park identification sign (archway) and Wi-Fi. The design committee would like to know if Parks & Rec have any input regarding the project and proposed placement of the items discussed. The general consensus of the board was that it looked good and the design committee should continue to develop the project.

**Pavilion Renovation
Project**

Brooks informed the board that the Veterans Park Pavilion Concept is being moved forward by a citizens' committee who has been working with City staff. Working from Concept 2 that evolved from the charrette, they have started to refine the design and look at funding opportunities. There is a grant from the Michigan Economic Development Corporation (MEDC) that could potentially fund up to 75% of the estimated \$700,000 project cost. The committee and staff feel it is feasible that the project could begin this year; fund-raise in the spring, planning and bidding through the summer and construction to begin after Labor Day. The committee and staff are looking for support from the board to move forward with potential funding opportunities and to consider budgeting funds in the upcoming 2015/16 budget. The board discussed if moving forward with concept 2 meant that the City was not exploring the option of relocation of the pavilion. City Manager Cain stated that at this time, between the additional cost and the unknown consequences of a different location could potentially hold the project up for years. It was the general consensus of the board that if the committee and staff can find a way to make this happen, they should move forward. **Meeder moved, Patoka seconded, PASSED**

****MOTION**

UNANIMOUSLY to support allocating funds in the upcoming 2015/16

budget and recommend the City Commission allows the Pavilion committee to solicit funds, work with staff to submit grant applications and hire a consultant and start construction as soon as it is financially feasible.

Dog Park Project and Grant Request

Michele Carter with the Ridge Run Dog Park committee requested the boards support in requesting that the City Commission allow staff to submit grant applications to help fund the fitness trail project at Ridge Run Dog Park. Possible grant opportunities are the Charlevoix County Community Foundation and Recreation Passport through the DNR. There was discussion regarding other projects for the City that are looking at funds from the Charlevoix County Foundation and each project would be competing with the other for the same pot of money if all of the applications were submitted. The board discussed whether it was their job to decide which projects should submit applications or if that should be left to the City Commission. City Manager Cain stated that the City Commission will ultimately decide; however, it is the job of the board to look at projects for Parks & Rec. and prioritize and make recommendations. Committee chair Carter indicated in light of these other projects like the Pavilion, she would like to request support for applying to the DNR - Recreation Passport grant at this time and maybe consider the Foundation during their next grant cycle. **Swift moved, Patoka seconded, PASSED UNANIMOUSLY** a motion to recommend the City Commission authorizes staff to work with the committee to apply for grant opportunities for a fitness trail at Ridge Run Dog Park.

****MOTION**

MDNR Grant Opportunities

Recording secretary Brooks attended a DNR Grants Program class. She reviewed the various grants offered by the DNR, types of projects that qualify for funding and timelines, amount of funding and process for each grant. She indicated that the City qualifies for these grants and there are many projects listed in the Recreation Plan that fit the criteria of projects they fund. She suggested that the board review the list of projects from the capital improvement plan to evaluate if the City should consider applying for grants to fund any of these projects. Kovolski will review the CIP and upcoming budget and make a recommendation.

NEXT MEETING

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, March 5, 2015 at 6 pm at City Hall.

ADJOURNMENT

Swift moved, Bowman seconded, PASSED UNANIMOUSLY to adjourn the February 12, 2015 meeting at 8:06 p.m.

Barb Brooks, Recording Secretary

Approved: _____

**Meeting of
February 16, 2015**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, February 16, 2015 at 5:00 pm.

Call to Order

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

Roll Call

Present: Jason Biskner (arrived at 5:01 pm) George Ellwanger, Jim Kozlowski, Jane MacKenzie, Tom Neidhamer, Aaron Place and Joe St. Dennis
Absent: Chris Frasz and Lori Meeder

**Excused Absence(s)
MOTION

2015-2-16-02
Neidhamer moved, St. Dennis seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of Chris Frasz and Lori Meeder

Meeting Attendance

City Officials/Staff: Planning Director Scott McPherson, City Manager Michael Cain, Mayor Ron Grunch and Recording Secretary Pat Haver
Public Present: Fourteen

**Consent Agenda
MOTION

2015-2-16-03
Ellwanger moved, Place seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda; approval of the Planning Commission minutes from January 19, 2015 as presented.

**Citizen comments on
Non-Agenda Items**

John McClorey asked the board for an addition to the agenda to discuss a pre application review for plans on his property at 114 State St. Chair MacKenzie added to the agenda as item 7E

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

The city was recently awarded a Placeplan grant to look at ways to connect city parks to one another and a group held the initial meeting today and will be organizing a steering committee. If anyone is interested in serving on this committee, let city staff know.

Unfinished Business

None

New Business

**Public Hearing for Catt
Development for
Conditional Rezoning and
Conditional Use permit
for SoBo Redevelopment
Plan for 1 Water Street
and 202 Lake Street and
210 Front Street**

Planning Director McPherson reviewed the reasons for the public hearing. There will be a couple different aspects to be reviewed and discussed tonight. The first is a conditional rezoning request for One Water Street; changes in the previously approved site plan to eliminate 4 of the resort interior cottages and replace with parking. A conditional use public hearing for the drive thru bank proposed on the Lake Street property. That language is still in the adoption process, which is going to the City Commission for the second reading next week, so this board can only review without taking formal action, and last the review of the development plan for the entire site.
Doug Mansfield: Mansfield Land Use Consultants - In the agenda packet is the application for the SoBo Redevelopment site plan which includes the One Water Street project and the Lake/Front Street project. Mansfield went through this document with the board and the audience by the way of slides discussing the many aspects of the combined project. Some of the requested changes to the One Water Street project are to remove 4 of the interior cottages and replace with expanded parking, change the most southern end unit from a duplex to free standing units. This will move the southern most point back about three feet. The view corridor

would be impacted slightly, however, with the removal of the four interior cottages; the most eastern portion opens up. Some of the items for the Lake/Front Street project will be the old bus garage will remain as one level due to being on the historic register. This means that architectural features the building current has must remain and will be built upon. The remaining three story structure will house the 7 Monk tap room on one end, a bank with the drive thru on the other end, available retail space in the middle, along with the entrance and storage for the residences on the second and third floors. A roof top deck is being proposed for all of the tenants to use, and all of the mechanical features will be secured. With the changes to the One Water Street project and the increase in the parking which will partially be used for tenants of the new structure, and with all of the available parking being built into the new project, they will be 16 – 17 parking spaces short of the requirements, however, are hoping to take advantage of the shared parking and will be formally requesting the 20% reduction in required spaces as “shared” spaces. The board had questions about the view corridor, and was directed to the staff report that shows the current and proposed corridor which will increase slightly. Questions were raised about a public sidewalk along the water on the One Water project, and were reminded that when the project was originally approved, the stipulation agreed upon by the city and Catt Development was that the dock all the way to the end would remain open to the public and there would not be a public sidewalk along the lake front.

Public Hearing opened at 5:30 pm

Hugh Conklin: Resident - What an overwhelming good thing for the community, as I have not been able to think of what could be done with the Lake Front mall when I was working with the Main Street. Flexibility in parking between the two projects could be important to the community with the possibility of further commercial development in the area. I appreciate the effort being made to save the old school bus garage historically, and can't thank the development team enough for the work that has been done and continues to be done.

Jeff Wellman: Re/Max - Working across from this building and seeing it struggle for the past 20 years, this project is refreshing and as the SoBo area has also struggled in getting people down into the area, this project will get them there.

Ward Collins: Citizen and Boyne Arts Collective board member - This project is a phenomenal improvement to the community and is a great addition to this area, which will bring life back to this area of the city.

Jim Baumann: 1119 West St. - I agree with what others have said that end of town has suffered badly; and we do have a parking problem in this area, we have a lot of open spaces, because no one goes to that area. The caliber of the businesses that will be added and having affordable housing downtown is something that we have tried to get for a long time.

Board Discussion

The board had questions about the materials to be used in the building. These items will be going to the Main Street Design committee for review and recommendations also. At an earlier meeting, balconies were discussed for the individual apartments, these will not be built, however, a roof top deck is being proposed that all of the tenants will be able to use. This facility will have a building manager who would be responsible for keeping a schedule of use. The bricks will match as much as possible, and the false window in the drive thru is a design element, because it must remain as open as possible for ventilation. There will not be a loading dock for the tap room, and the dumpsters will be placed so they will

have parking spaces in front so delivers and emptying the dumpster should be coordinated in the mornings. The curb cut and sidewalks will need to be beefed up in this area, and signs placed for no parking between 5 and 7 am. The pedestrian walkways will have a different finish to them, so that people will know that is the area to be used. The residential structure will have entrances on both sides, a main hallway down the middle which has storage planned on the main floor after earlier suggestions for bikes, kayaks and other items. Between both plans, assigned/dedicated parking spaces were identified for the new development. Planning Director McPherson was asked while prepping the staff report if any “red flags” were noted in response to height and setback of the buildings. Nothing was noted. The requested split of the duplex into (2) separate units would shift the southern most building slightly into the view corridor, but with the elimination of the interior units, the eastern side would have expanded frontage and would be a wash, as it doesn’t affect the view shed outcome. Drive thru aspect will be looked at later; the Street Superintendent did have a couple of comments with respect to materials, those to be reviewed at the final plan review. 39 new parking spaces have been created, 20 of those will be dedicated to the new apartment structures.

Planning Director McPherson began his presentation of the staff report for One Water Street project. There is no change in use; just eliminating 4 interior cottages. Parking uses removed for the cottages, but will be added for the Lake/Front Street development project.

As the proposed request is for a change in a mapped district the Planning Commission should review the criteria of section 2.50(C) and use it as a guide to make its recommendation.

- C. For amendment requests to change, create, extend or reduce a mapped zoning district, the Planning Commission and City Commission shall use the following as a guide:
1. The proposed zoning district is more appropriate than any other zoning district, or more appropriate than adding the desired use as a conditional land use in the existing zoning district. **N/A**
 2. The property cannot be reasonably used as zoned, and the applicant cannot receive a reasonable return on investment through developing the property with one (1) of the uses permitted under current zoning at the time of purchase or at the time of securing legal control of the property. **Applies**
 3. The proposed zone change is supported by and consistent with the goals, policies and future land use map of the adopted City Comprehensive Plan, including any sub-area or corridor studies. If conditions have changed since the Comprehensive Plan was adopted, as determined by the Planning Commission, the consistency with recent development trends in the area shall be considered. **SoBo Redevelopment Plan adopted after the Comprehensive Plan and is consistent with planning efforts in the area.**
 4. The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community. **Applies**
 5. All the potential uses allowed in the proposed zoning district are compatible with the site’s physical, geological, hydrological and other environmental features. **Yes**
 6. The change would not severely impact traffic, public facilities, utilities, and the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the

City. The Planning Commission may require a general impact assessment in accordance with the requirements of this Ordinance if it determines the proposed zoning change could have a negative impact upon traffic, public facilities, utilities, natural characteristics, populations density, or other concerns. A traffic impact study in accordance with the requirements of this Ordinance shall be required if the proposed rezoning district permits uses that could generate one hundred (100) or more directional trips during the peak hour, or at least one thousand (1,000) trips per day more than the majority of the uses that could be developed under current zoning.

- N/A*
7. The rezoning would constitute and create an isolated and unplanned “spot zone” granting a special privilege to one landowner not available to others. *N/A*
 8. The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the Schedule of Regulations. *N/A Boundaries will not change*
 9. There has been a change of conditions in the area supporting the proposed rezoning. *True*
 10. Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district. *N/A*
 11. There was a mistake in the original zoning classification. *No*
 12. The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided. *No*

Based on the board discussion and findings of fact under 2.50 (C) **motion by Ellwanger, seconded by Place** to recommend the conditional re-zoning change request based on items 2, 3, 4, 5, 8, & 9 to be submitted to the City Commission for a first reading at their next available meeting.

****MOTION**

2015-2-16-7A.1

Roll Call:

Aye: Biskner, Ellwanger, Kozlowski, MacKenzie, Neidhamer, Place, and St. Dennis

Nay: None

Absent: Frasz and Meeder

Motion Carries

Drive Thru conditional use

The board now directed their attention to the conditional use findings for the SoBo Redevelopment Bank Drive Through; 2.70 Standards of Approval. This will be for the use only and not design. Their findings for this section are attached as Appendix A. After board discussion **motion by St. Dennis, seconded by Ellwanger** the recommendation if the ordinance amendment is approved by the City Commission; the preliminary approval of this drive thru plan. Upon the final effective date of the ordinance; the final approval of the Conditional use and Development plan proposed drive though is required by this commission.

****MOTION**

2015-2-16-7A. 2

Roll Call:

Aye: Biskner, Ellwanger, Kozlowski, MacKenzie, Neidhamer, Place, and St. Dennis

Nay: None

Absent: Frasz and Meeder

Motion Carries

The board now began their review of Article 19 – Development Requirements, specifically looking at Section 19.40 Development Plan Approval Criteria. Per staff, instead of duplicating documents, as the applicant did an excellent job in putting this together, the board was directed to the SoBo Redevelopment Site Plan Review document, beginning with page 1 and going through 12. Their findings will be included in this document.

- A. General - requirement met
- B. Building design – Consistent with standard requirements. Recommend to go to the Main Street design committee for review and comment. Limited to what can be done with the bus garage due to being on the Historic Register. No awnings are being proposed or even considered.
- C. Preservation of significant natural features – Significant attention to historic details are being observed.
- D. Streets – Minor alterations will be done, rebuilding of one of the existing S. Lake street bump outs. Handicapped parking spots were discussed and identified to be moved down by the new bump out.
- E. Access, driveways and circulation – Curb cut suggestions and changing the existing driveway to an entrance to a parking lot. Crossings existing on Front and Lake Streets will remain.
- F. Emergency vehicle access – Had no comments from the Police Chief or the Fire Chief; they saw no access issues.
- G. Sidewalks, pedestrian and bicycle circulation – The existing systems will be enhanced.
- H. Barrier-free access – They are proposing 4 – 6 barrier free parking sites on the One Water Street site, and 1 public site for the Lake/Front Streets project.
- I. Parking – With the combined proposed projects they are 16 parking spaces short. They were able to establish 39 parking sites for the new project. With dual function of the parking areas, and surrounding areas of public parking they are asking for a 20% reduction based on the dual uses of both projects.

****MOTION**

After board discussion, **motion by Neidhamer seconded by St. Dennis** to recommend and support a 20% reduction in parking based on the proposed dual uses of the project.

2015-2-16-7A.3

Roll Call:

Aye: Ellwanger, MacKenzie, Neidhamer, Place, and St. Dennis

Nay: Biskner and Kozlowski

Absent: Frasz and Meeder

Motion Carries

- J. Loading – Meets the standards
- K. Landscaping, screening, and open space – Meets the standards
- L. Soil erosion control – No changes
- M. Utilities – City utilities are currently available
- N. Stormwater management – Meets the standards
- O. Lighting – Will use Dark Sky sconces for the building entrances and at the tap room entrance. Spec sheets will be provided to staff
- P. Noise – Uses currently allowed in the district. The board would like to see sound proofing between floors and the walls to lessen the seasonal outdoor & indoor ambient music.
- Q. Mechanical Equipment – Meets all standards

- R. Signs – No signs have been proposed at this point, however, they must meet the Sign Ordinance standards
- S. Hazardous materials or waste – N/A
- T. Other agency reviews – Other agencies have been notified and compliance with appropriate agency review standards has been provided.
- U. Approval process - An agreement for the dumpster location crossing city property must be obtained from the City Commission. After board review and discussion, **motion by Place seconded by Ellwanger** to recommend preliminary site plan review with findings identified to be brought back to the Planning Commission after the Conditional Use is approved by the City Commission.

****MOTION**

2015-2-16-7A. 4

Roll Call:

Aye: Biskner, Ellwanger, Kozlowski, MacKenzie, Neidhamer, Place, and St. Dennis

Nay: None

Absent: Frasz and Meeder

Motion Carries

Public Hearing closed at 7:17 pm

Board took a brief recess at 7:18 pm

Board reconvened the meeting at 7:25 pm

Chair MacKenzie moved agenda item 7E up to this point in the meeting

Pre-application site plan review at 114 State Street - Owner John McClorey

John McClorey is approaching the board for a pre-application site plan review for his property on State Street. The building is in need of major repair, and he is contemplating a different use instead of putting a lot of money into the building. The lot measures 33 x 165 feet and is located in the Central Business District. What he is proposing is seasonal use of the site from April/May through October, for an open air park and event arena with food trucks, a stage, dry bar, fire pit and some smaller kiosks. The entire area will be fenced in with some decorative “see through” fencing to allow for the controlled access of pedestrian flow into the area for any paid events. The only access to the lot currently is through an alley behind the current structure, so is proposing the food trucks to be on the southern area of the lot. The structures that he is looking at are 8 x 20 ft shipping containers placed on the street end, also used for a dry bar and restrooms. The structure will be double stacked building blocks for the entrance. These structures will have electric in them, and water will be accessible to the food trucks and the restrooms. The dumpster will be in the back by the alley for easy access for dumping. They are looking at permeable materials to be used. The board had concerns about the style of the buildings and the lack of parking. In the Central Business District, these structures are not consistent with the design criteria; however, the Planning Commission does have the discretion authority to allow them. McClorey has gone before the Main Street design committee and they have given him the nod to the concept. In order to generate revenue, the dry bar, food trucks and kiosk areas would be rented out, and some events will be held that may require a cover charge. Within walking distance is public parking on River Street, a few spaces across the street, and the old Fochtman lot. Staff has to contemplate the parking numbers for the use of the proposals.

Biskner left at 7:50 pm

There is no access except from the alley, and not enough room on State Street to allow for a curb cut. In this older "industrial" part of town surrounded by banks, telephone switching office, party store, dental office and rehab office, this concept would lend to the uniqueness of the area. Board members and the audience liked the uniqueness of the concept and the eclectic style with new ideas being brought forward, however not sure how the ordinance would address this.

**Capital Improvement
Plan review and
recommendation**

In the agenda packet is the Capital Improvement Plan for the board's review and comment. The 6 year restructured layout is being shown for 2015 through 2020. After board review and discussion **motion by Place, seconded by St. Dennis** to recommend approval to the City Commission the 2015-2020 Capital Improvement Plan as presented.

2015-2-16-7B

Roll Call:

Aye: Ellwanger, Kozlowski, MacKenzie, Neidhamer, Place, and St. Dennis

Nay: None

Absent: Biskner, Frasz and Meeder

Motion Carries

**Schedule a special
meeting for Master Plan
Review**

MC Planning & Design was scheduled to follow up on the Master Plan this meeting, however, due to the length of agenda items was postponed. A special meeting has been scheduled for Monday, March 9, 2015 at 5:00 pm in the auditorium to discuss this only.

**2014 Planning and
Zoning Report**

Also included in the agenda packet was the 2014 Planning and Zoning report for the board review. The Noise Ordinance has been used by the Police Department when noise complaints have been received. The Planning Department will be looking for an Assistant Planning Director. The food truck 90 day moratoriums has expired, and are currently attempting to identify a mediator to work with the two different sides. They have been operating on private property without any difficulties; however, the moratorium did not allow them to operate on public property.

**Staff Report
Good of the Order**

Staff Report - None

Good of the Order - Jim Kozlowski will not be available for the March meetings

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, March 16, 2015 at 5:00 pm in the Auditorium.

**Adjournment
MOTION

2015-2-16-10

MacKenzie moved, Kozlowski seconded, PASSED UNANIMOUSLY a motion to adjourn the February 16, 2015 meeting at 8:36 p.m.

Chair Jane MacKenzie

Pat Haver, Recording Secretary

CONDITIONAL USE FINDINGS **Appendix A**
SOBO Redevelopment Bank Drive Through *(use only not design)*

2.70 Standards of Approval. For the purpose of this Ordinance these uses shall be known as conditional uses as set forth in the individual district and shall be allowed within that particular district subject to the development requirements for the district, provided the Planning Commission finds the conditional use affirmatively meets the following criteria deemed applicable in each case:

ORDINANCE REQUIREMENT	FINDING	RELEVANT FACTS
1. The conditional use will promote the use of land in a socially and economically desirable manner for persons who will use the proposed land use or activity, for landowners and residents who are adjacent thereto and for the City as a whole;	Met	The proposed drive through bank is part of a mixed use development that will include, restaurant, commercial and residential uses in the downtown district. The development will renovate and rehabilitate existing downtown structures that are currently vacant or underused.
2. The conditional use is compatible and in accordance with the goals, objectives and policies of the City's Comprehensive Plan;	Met	The proposed use of the property is consistent with the proposed use as shown in the Vision for Boyne City, Boyne City Master Plan. The Boyne City Waterfront Master Plan and the SOBO development plan
3. The conditional use is necessary for the public convenience at that location;	Met	Proposed use will provide a full service bank with drive thru windows in a downtown location. <i>Past indications for the use by the aged or limited driver, handicapped and drivers with children in the vehicles for convenience in not getting out of their vehicles</i>
4. The conditional use is compatible with adjacent uses of land, and can be constructed, operated and maintained so as to continue to be compatible with the existing or intended character of the general vicinity and so as not to change the essential character of the area in which it is proposed;	Met	The proposed drive through use will be located within the first floor of a multi story development and completely enclosed <i>partially open</i> with facades that will be compatible with surrounding buildings. The 2 and 3 stories above shall be used for residential uses.
5. The conditional use shall be of such location, size and character, that it will be in harmony with the appropriate and orderly development of the district in which it is situated and will not be detrimental to the orderly development of adjacent districts;	Met	The proposed use will redevelop an existing historical structure and vacant building. Building size and mass is consistent with existing surrounding structures.
6. The conditional use is so designed, located and proposed to be operated that the public health, safety and welfare will be protected;	Met	The proposed use will have a drive thru bank that will have an ingress and egress from Front. St. Signage and pavement treatments shall be installed to identify sidewalk crossings.
7. The conditional use can be adequately served by public services and facilities without diminishing or adversely affecting public services and facilities to existing land uses in the area;	Met	Public water and sewer are currently available to the site and the parcel is in close proximity to public services and facilities.
8. The conditional use will not cause injury to the value of other property in the neighborhood in which it is to be located;	Met	It is not anticipated the proposed use will negatively affect property values.
9. The location and use and assembly of persons in connection with the proposed conditional use will not be hazardous to the district in which the use is located, hazardous to a specific use or life and property within the district, or be incongruous therewith or in conflict with the normal traffic of the district.	Met	The assembly of persons in connection with the use is anticipated to be consistent with existing surrounding uses and not be hazardous to life or property with the district and not incongruous with normal traffic.

CONDITIONAL USE FINDINGS **Appendix A**
SOBO Redevelopment Bank Drive Through *(use only not design)*

ORDINANCE STANDARD	FINDING	RELEVANT FACTS
<p>10. The conditional use will protect the natural environment, help conserve natural resources and energy, and will not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to the natural environment, public health, safety or welfare by reason of excessive production of traffic, noise, smoke, odors or other such nuisance;</p>	<p>Met</p>	<p>Proposed use is the redevelopment of an existing parcel and It is not anticipated the proposed use will produce levels of smoke, odors or noise or other nuisances that would be in excess of current levels found in the downtown.</p>
<p>11. The vehicular circulation for the proposed conditional use will be in the best interest of the public health, safety and welfare in relationship to egress/ingress to the site, vehicular turning movements related to street intersections and street gradient, site distance and potential hazards to the normal flow of traffic; and</p>	<p>Met</p>	<p>The use is proposed to have an ingress-egress drive on Front Street. <i>Treatments to identify driveways so awareness for pedestrians is maintained</i></p>
<p>12. The conditional use is within the provisions of uses requiring conditional use approval as set forth in the various zoning districts herein, is in harmony with the purposes and conforms to the applicable regulations of the zoning district in which it is to be located, and the proposed site layout is in compliance with the general standards of Article XIX, regarding site development and shall insure that:</p> <p>(a) The use and associated activities on the property are so located as not to hinder the projected development of the adjacent properties or impair the existing uses of adjacent lands. This shall include all uses associated with the particular use such as parking, lighting, display signs, etc.</p> <p>(b) Sufficient landscaping, fencing, walls and other means of buffering are provided to insure that operation of the use will not be objectionable to nearby uses or dwellings by reason of noise, fumes or flash of lights nor interfere with an adequate supply of light and air, nor increase the danger of fire or otherwise create the potential of endangering the public safety.</p>	<p>Met</p>	<p>While the conditional use is in compliance with proposed zoning ordinance standards the proposed amendments allowing drive through for financial institutions in the CBD have not yet been adopted. Application would need to receive final approval of Conditional use and Development plan subsequent to the adoption of the proposed drive through amendment.</p> <p>Motion by St. Dennis, seconded by Ellwanger the recommendation if the ordinance amendment is approved by the City Commission; the preliminary approval of this drive thru plan. Upon the final effective date of the ordinance; the final approval of the Conditional use and Development plan proposed drive through is required by this commission.</p> <p>2015-2-16-7A.2 Roll Call: Aye: Biskner, Ellwanger, Kozlowski, MacKenzie, Neidhamer, Place, and St. Dennis Nay: None Absent: Frasz and Meeder <i>Motion Carries</i></p>

BOYNE CITY HISTORICAL
DISTRICT COMMISSION
MINUTES of the February 17, 2015 meeting

Call to Order: 7:02 pm

Present: Bandy, Wellman, Glassford, Martin and Sheets

Staff: McPherson, Hewitt

Guests: None

Approval of Minutes from the October 21, 2014 meeting:

Bandy to accept, second by Martin, all ayes.

Public Comment on Non-Agenda Items:

None

Old Business:

McPherson gave a brief description of the Work definitions and Permit Procedures that he had put together. One application for major and minor work, when resident fills out an application it will be determined at that time what type of work it is. If it is major work McPherson will send the request onto the Historic District Commission board for approval. Wellman suggest we mail a copy to all residents within the district. McPherson replied that the first step is to adopt it.

Motioned by Sheets to adopt the definitions and Permit Procedures as written; second by Martin, all ayes.

Motioned by Martin that the Boyne City Historic District Commission delegates the planning director to issue permits for minor work as defined in the work definition and permit procedures; second by Glassford, all ayes.

Permit fee \$35.00

New Business:

Election of Officers

motioned by Martin to continue Wellman as Chair; second by Sheets, all ayes.

motioned by Martin to continue Sheets as Vice Chair; second by Glassford, all ayes

Announcements:

Hewitt gave an update on the 417 Boyne Avenue project.

Adjournment: 7:23 pm

Next Meeting: May 19, 2015

DRAFT



Approved: _____

**Meeting of
January 30, 2015**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD WORK SESSION
HELD ON MONDAY FEBRUARY 23, 2015 AT 4:00 P.M. BOYNE DISTRICT
LIBRARY – COMMUNITY ROOM

Call to Order

Chair Swartz called the meeting to order at 4:10 p.m.

Roll Call

Present: Michael Cain, Jim Jenson, Larry Lenhart, Rob Swartz, Pat O'Brien
Ben VanDam, Robin Berry-Williams, Jodie Adams and Michelle
Cortright

Absent: None

**Meeting
Attendance**

City Staff: Barb Brooks, Executive Assistant

Public: Seven

Work Session

The strategic planning work session was led by facilitator Jen Booher

ADJOURNMENT

The February 23, 2015 work session meeting of the Boyne City Main Street Board
was adjourned at 7:07 p.m.

Barb Brooks, Executive Assistant



Approved: _____

**MEETING OF
FEBRUARY 26, 2015**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE
BOYNE CITY AIRPORT ADVISORY BOARD HELD February 26, 2015**

CALL TO ORDER

Chair Schmidt called the meeting to order at **5:30 p.m.** followed by the pledge of allegiance.

ROLL CALL

Present: Richard Bouters, Jerry Schmidt, Oral Sutliff ,
Brian Harrington, *Rod Cortright, Ed Hennessy
Absent:, *Jim Kozlowski * Larry Trumble *Bud Chipman*Leon Jarema

ATTENDANCE

**Ex Officio Members*

Citizens: Ron Ludgin

Staff: Airport Manager/City Manager, Michael Cain

EXCUSED ABSENCES

No excused absences

MOTION

APPROVAL OF MINUTES

Sutliff moved Harrington seconded PASSED UNANIMOUSLY to approve the **January 15, 2015** minutes as written.

MOTION

CORRESPONDENCE

Letter from the University of Michigan Health Systems: (see attached)

COMMITTEES/REPORTS NONE

UNFINISHED BUSINESS

A. Hangar Inquires/Leasing

Currently, all City owned hangars are under long term lease. The City has a waiting list for hangars. No new inquires to report.

B. Delinquent fuel bill:

The City continues to follow up on a previously reported fuel bill with a progress report pending.

C. Projects: The board had no further discussion of previously reported 2015 projects.

D. Budget Ideas for FY 2015-2016: No additional discussion.

E. Airport Vehicle Update: The board reviewed and approved the final draft of the Airport Vehicle Policy. The vehicle and policy will be implemented in April or May of 2015.

F. FAA 20 to 1 notice:

Michael Cain related his discussions with the Michigan Office of Aeronautics regarding notification from the FAA regarding the GPS approaches at the Boyne City Airport. A conference call will be scheduled with MDOT and Airport Advisory board members to attempt further clarification.

G. Other:

1. It has been reported to the board that a decrease in Wildlife encounters at the airport have been observed.
2. Qoe Consulting has been in contact with MDOT regarding the Airport Capital Improvement Plan submitted by Boyne City and to date have not received a response as to it's status.

NEW BUSINESS

A. Business Expo – April 23, 2015: The board will participate in this year's Business Expo.

B. Business After Hours: The Airport Advisory Board will host a Business After Hours event on May 18, 2016.

C. EAA Young Eagles: The Harbor Springs Chapter of the EAA will hold a Young Eagles Free Airplane ride event at the Boyne City Airport on August 15, 2015.

D. Airport Snow Plowing: The board would like to offer their thanks and appreciation to the city street department for the great job they have done this year keeping the Airport cleared and user friendly.

GOOD OF THE ORDER

A. Fuel price is **\$5.24** per gallon as of **October 24, 2014**.

ANNOUNCEMENTS

NEXT MEETING

MOTION

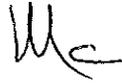
*The next regular Airport Advisory Board meeting is scheduled for **Thursday, March 26, 2015 at 5:30pm** in the Airport Terminal.

ADJOURNMENT

Chair Schmidt adjourned the Airport Advisory Board meeting at **6:20pm**.

Richard L. Bouters-Secretary_____

CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Mark Fowler, W/WW Superintendent 
Date: 3/5/2015
Subject: Cross Connection Control Contract

Background

The City established its cross connection control program and ordinance in December of 2000. At that time the City contracted with HydroDesigns to perform site inspections at all commercial and industrial sites in the City, and manage our program. The City had continued this contract on an annual basis since that time. However, last year the City went out for bids and the contract was awarded to H2O in motion for one year.

Discussion

H2O in motion which was bought by Mead and Hunt has submitted a three year proposal to do the inspections and manage the cross connection control program. The contract does have a 30 day out clause with written notification. The first year proposed amount is \$3800.00 with an annual increase of \$114.00 each of the subsequent years. (Year 2 - \$3,914)(Year-3 - \$4,028). The proposal contains a 30 day out option to leave without penalty if at any time we find a better option.

Financial

This item is included in the FYE 15 budget, and the price is below the amount budgeted.

Recommendation

I recommend that the commission accept the proposal from M&H Facility Operations Inc. and authorize the City Manager to sign the contract.



CITY OF BOYNE CITY

MEMO

To: Michael Cain, City Manager *Mc*
From: Barb Brooks, Executive Assistant *BB*
Date: March 6, 2015
Subject: DNR Passport Grant – Ridge Run Fitness Trails

Representatives of the Ridge Run Dog Park committee are requesting the City consider applying for a Recreation Passport Grant through the Michigan Department of Natural Resources to install fitness trails at the dog park location.

The estimated project cost to install a hard packed gravel surface for the trails is \$15,000. The Recreation Passport grant requires a minimum of 25% funding match. The committee proposes to furnish a 31% (approximately \$4,650) match through fund-raising and private contributions; however, the City would have to commit at the time of the application submittal to the local match. If the committee was unsuccessful at raising the necessary funds or in-kind contributions, the City would have the option of pulling the application or declining the grant award.

Attached is a map demonstrating the approximate layout of the trails. There will be one at installed in both the small and large dog fenced areas. The timeline of this project would be between spring and fall of 2016. Applications are due by April 1, 2015 and the timeframe for grant awards is December/January.

Recommendation: to authorize staff to prepare and submit a Recreation Passport grant application to the Michigan Department of Natural Resources in the amount of \$10,350 for the Ridge Run Fitness Trail Project on the City's behalf and authorize the City Manager to implement the grant agreement if the committed match funds are raised by the committee.



Ridge Run Dog Park Proposed Path Locations

Addis

Proposed Path
Large Dog Area

Ridge

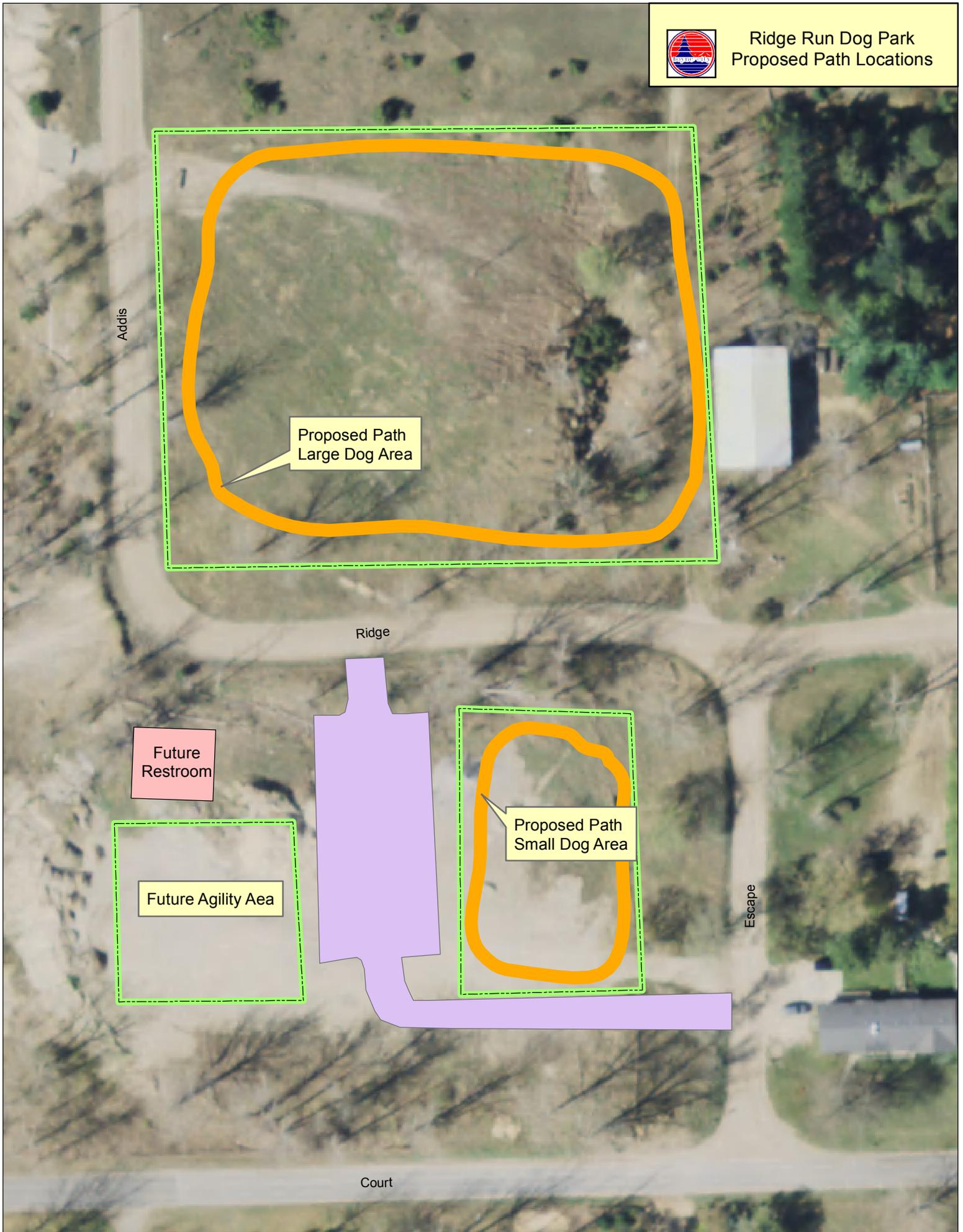
Future
Restroom

Future Agility Aea

Proposed Path
Small Dog Area

Escape

Court



MEMORANDUM

TO: MICHAEL CAIN; CITY MANAGER 

FROM: ANDREW KOVOLSKI; PUBLIC WORKS SUPERINTENDENT 

DATE: 3/6/15

RE: N. BOYNE BRUSH GRINDING

With the construction of new facilities at the North Boyne Yard getting closer to starting we will need to have a company come in to grind the brush pile and also do the pile of large trunks and stumps. The vendor we had been using has evidently gone out of business. I have not been able to contact them by phone or email.

Attached to this memorandum you will find quotations from Deering Tree Service of Maple City for \$38,000.00 and Team Elmer's of Traverse City \$26,950.00 to perform this work. I should note that there is a very large quantity of brush onsite now and that these quotations include the large logs and stumps that are there also.

Recommendation:

It is my recommendation that the City Commission approve Team Elmer's bid of \$26,950.00 to grind the brush pile and the log and stump piles at the North Boyne Yard and authorize the City Manager to sign the required documents.

DEERING

TREE SERVICE
 231-228-6492
 MAPLE CITY, MI.
 www.deeringtreeservice.com

12776 S. Maple City Road
 Maple City, MI 49664

Estimate

Date	Estimate #
2/6/2015	627

Customer Billing Address
City Of Boyne Attn: Darcy Kotalik 319 N. Lake Street Boyne City, MI 49712

Work Location
City Of Boyne Attn: Darcy Kotalik 319 N. Lake Street Boyne City, MI 49712

By signing or verbally approving this proposal you are stating that you own and/or have authority to make decisions on the tree(s) we will be servicing.
 Thank you for your business, we appreciate it very much!
 Tom, Josh, Jack & Patrick Deering

Customer Phone	Customer Alt. Phone
231-675-6635	

Description
Grind Brush Estimated Price : \$18,000.00 Grind Block Wood / Logs Estimated Price : \$20,000.00 If Grinding Is Done All Together : \$30,000.00 Note : Deering Tree Service will be able to take whatever material is wanted. Unusable material will be left on site. Grinding can stop at any time if material has too many contaminates that can damage the machine. In case of contaminated material, Deering Tree Service will re-measure the pile and material will be paid for on the percentage of material ground. An electrical outlet will be needed to plug in both machines. Available times for work to be done are February 2015 or August 2015.

Please Note: Our guarantee on trees is only valid if the irrigation is done to our specifications. MISS DIG will be contacted for flagging of underground utilities a minimum of 72 hours prior to work beginning. WE ARE NOT responsible for any damages to UNMARKED private utilities, dog fences, septic lines, satellite dishes, etc.

Total	\$0.00
--------------	---------------

Authorization To Proceed With Estimated Tree Work: _____

Phone #	Fax #	Email
231-228-6492	231-228-7492	deertreeserv@aol.com

PROPOSAL



72100 Milbocker, Gaylord, MI 49735
989.732.0656 • 989.732.7631 Fax
www.TeamElmers.com

Proposal submitted to:

City of Boyne City
319 North Lake St
Boyne City, MI 49712

Attn: Darcy Kotalik DPW
Phone: 231 675-6635

Date: 02/10/2015

We hereby submit specifications and estimates for:

Chipping/Mulching brush & Stumps @ City dump site.

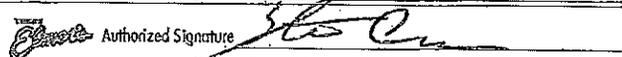
Grinder & Feed Loader \$865.00/Hour X 30 Hour (approximate) = \$25,950.00

Mobilization & Setup \$1,000.00 X 1 Lump Sum = \$ 1,000.00

Total = \$26,950.00

Final billing to be based on actual hours of Grinder Time

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance. The General Conditions attached hereto or appearing on the back side of this Proposal are hereby incorporated by reference.


Authorized Signature
Name: Steve Crane

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Method of Payment Check/cash upon invoicing
 Charge by VISA/MC upon completion of work

Account # _____ Exp Date _____

Tax ID # _____

Elmer's reserves the right to request a credit report with this proposal.

Authorized Signature _____

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ (Sign and return copy upon acceptance)

By: _____

Its: _____

Date of Acceptance _____

A finance charge of 1.5% per month, which is an annual percentage rate of 18% per year, or a minimum charge of \$5.00 per month, shall be applied to all accounts over 30 days past due.

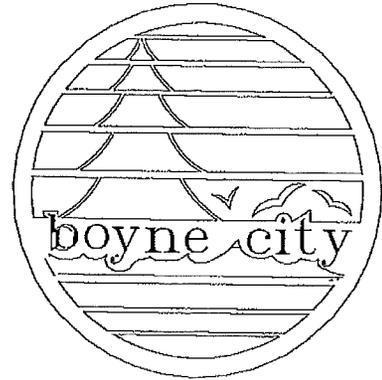
When reviewing estimates and selecting a contractor:

- Always get multiple bids for a project. The lowest bid is not necessarily the best choice. Try to get an understanding of why one bid is significantly lower or higher than others; the reasons might change your decision.
- Get recent references from the contractors you are considering.
- Make sure the contractor has the appropriate business and builder licenses, as well as insurance.
- All project specifications and payment terms should be written in the contract.
- The best contractors provide a written warranty or guarantee.

Fully Bonded & Insured • Daily quality control checks for all products

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*
From: Scott McPherson, Planning Director *SM*
Date: February 24, 2015
Subject: 2014 Planning Report



As required by the Michigan Planning Enabling Act, the attached annual Planning report has been prepared and is being submitted to the City Commission. No official action on the report is required by the Commission.

City of Boyne City 2014 Planning and Zoning Report



Development Plan Reviews

Dog World at 1441 Lexamar

Barbara Green submitted an application to operate a dog kennel located at 1441 Lexamar Drive in Air Industrial Park. As part of Air Industrial Park Phase II, in addition to Boyne City Zoning Ordinance requirements, the property was subject to review by the EDC and needed to comply with the park restriction as stipulated by the Declarations of Deed Restrictions, Easements, Rights and Responsibilities. Ms. Green attended the June 10, 2014 meeting of the EDC and the proposed use was approved with conditions as follows:

- 1) *Hours of operations for outside of the pens to be from 6:30 a.m. to 6 p.m, and then walked outside individually until 9 p.m.*
- 2) *Dumpster and trash can enclosure will be three sided plus gate.*
- 3) *Screen of the East property line with natural obscuring conifers.*
- 4) *If external lighting needs review it shall be run through the Planning Director.*

While a dog kennel is not specifically listed in the PID district the ordinance does provide the Planning Commission the authority to determine if a proposed use that is not specifically listed in the ordinance is in harmony and with the character of the district and can be allowed. Section 14.30 (O) states: Other industrial uses not specifically stated or implied elsewhere which, in the determination of the Planning Commission, are similar to the principal permitted uses provided herein, and in harmony with the character of the District and the purpose and intent of this Article and the Comprehensive Plan of the City.

The Planning Commission reviewed the proposed use and discussed the possible impact and reviewed existing kennels in several other municipalities that were converted industrial park buildings and found the use was compatible with the district with the conditions as recommended by the EDC/LDFA.

Northern Michigan Holiness Church

The property located at 630 N Park Street owned by the Northern Michigan Holiness Camp Meeting Association is 3 parcels comprised of a group of platted lots that total approximately 2 acres. The property is bisected north to south by an alley and the east half of the property is separated by privately owned parcel. The property is located in the TRD zoning district.

For many years the property has been used for annual camp meetings held by the Holiness Church. The building on the property that had been used for this purpose was in disrepair and the Holiness Church requested to build a new facility for the same purpose and submitted an development plan for review. The use of the property for churches and places of worship with a maximum capacity of 500 people is a principal permitted use in the TRD district. The proposed structure has a maximum capacity of 117. The use was in compliance with ordinance requirements and the development plan met all standards for setbacks, lot coverage and building height and the plan was approved and the project was constructed in 2014.

417 Boyne Ave (White House)

The property located at 417 Boyne Ave is commonly known as the “White House” in reference to lumber baron William H White. The home was originally constructed in 1903 and used as residence by the White family until 1931. The interior and exterior of the building have been extensively remolded overtime and the building was converted into a 6 unit apartment building. No records of any plan review for the conversion to a multi family structure have been located. Several years ago the building was foreclosed upon and was abandoned.

The building is a conforming structure and is located in the Central Business District (CBD). Northern Homes submitted a proposal to convert the structure to a 4 unit senior apartments which is a principal permitted use in the CBD. Proposed site improvements include a ramp to provide accessibility to the building and improved parking lot. The paved parking lot will provide a total of 6 spaces with 1 ADA space and include 900 square feet of pervious parking surface. Existing dumpster and enclosure shall be removed. The proposed development plan was reviewed and approved by the Historic Commission and by the Planning Commission. Northern Homes is currently in the process of obtaining the building permit and procuring grant funds to complete the project.

Family Fare Sign

The current Boyne City Sign ordinance permits wall signage and free standing signs in the General Commercial District. On-premise, commercial free-standing signs, where the building has a front-yard setback of at least ten (10) feet, shall be limited to one such sign per lot in the front-yard area of the lot. Free standing signs may have 50 feet of sign area and be 10 feet in height and wall signs are permitted one square foot sign area per each linear foot of frontage up to 100 square feet.

In 2003 a variance for additional signage was requested and approved for Glen’s market. At the time the ordinance had a maximum amount of signage of 75 square feet for each business and all signage, free standing and wall, was combined and counted towards the total allowed. The variance approved by the zoning board of appeals approved a total amount signage of 242 square feet. It should be noted that at the time of the variance request the Bay Winds Credit Union was considered its own a principle building and the signage for that business was considered separate and not counted as part of the total.

The proposal exceeded the amount of wall signage allowed by the current ordinance by 118 square feet and the total amount of signage as approved by the zoning board of appeals in 2003 by 149 square feet. The free standing sign was nonconforming as it exceeded the maximum height and area. While the signage for the Bay Winds Credit Union was in conformance with the previous ordinance, it became nonconforming with the passage of the new ordinance and then the signage was abandoned when Bay Winds moved out and the space was incorporated into the existing Glen’s store. As the addition of the Starbucks sign to the free standing would have increased the amount of free standing signage by 42 square feet which would increase the size, the existing Bay Winds

sign was removed and the replaced with the Starbuck sign which was more conforming with ordinance standards.

Boyne Area Medical Center Expansion

Charlevoix Area Hospital has submitted an application for a development plan amendment for the Boyne Area Medical Center. The request was to construct a 54' x 25' (1,370 sqft) single story addition to the existing north building. The addition will be constructed to match the existing structure, utilizing similar materials. When completed the structure will appear as a unified structure. The proposed addition will add 8 exam rooms, 2 offices and a bathroom to the facility. The facility is adjacent to and shares parking with the Boyne Rehab Center which is also owned by Charlevoix Area Hospital. The use was is in compliance with ordinance requirements and the development plan met all standards for setbacks, lot coverage and building height and the plan was approved and the project was constructed in 2014.

Harborage Condominium Storage Building

The Harborage Condominium Association requested approval for a amendment to an approved development plan for the of construction a new 30 x 40 storage building for the outdoor storage on Association property located at the corner of Division and Second Streets.

In 1995 approval from the City was obtained for the relocation of 40' x 70' maintenance building from its location on Second Street to be used for the storage of maintenance equipment owned and used by the association for maintenance and upkeep of the association properties. At the time of the approval conditions were established that included no out door storage. In 2001 the Master Deed for the Harborage was amended to reconfigure the Maintenance Building parcel by acquiring approximately 3 acres of adjacent property. Since 2001 the building served as the maintenance and storage facility for The Harborage and the property has been used to varying degrees for outdoor storage. While the storage is well screened with a berm and mature vegetation, formal approval for the use of the property for outdoor storage was never requested or approved.

In August members of the Association attended a pre-application meeting with the planning commission and received direction from the commission on building design and landscaping for the outdoor storage. Based on the direction from the Commission a development plan amendment was submitted and was approved. Construction on the project was completed in 2014.

Glenn Catt Pre-application

In August Glenn Catt had a pre-application review with the Planning Commission to review his proposal to redevelop the properties located at 202 Lake Street and 210 Front Street (commonly known as the old bus garage and Lake Street Mall) and a amend the development plan of the conditional rezoning at One Water Street. The propose uses include a bank with drive through, a restaurant, commercial space and residential units. As a result of the pre-application meeting it was determined that the existing zoning regulations prohibited the drive-through and the Planning Commission determined that a

zoning ordinance amendment to allow drive-through for financial institutions should be implemented. An ordinance amendment allowing drive-through in the CBD was developed and was submitted to the City Commission for consideration. A formal application for amendment to the conditional rezoning, conditional use and development plan review has been submitted and will be reviewed in the spring of 2015.

Temprel Pre-application

Steve Habitz is the plant manager for Temprel Temperature Sensors located at 206 Industrial Air Industrial Park is proposing to renovate and expand their existing building. The existing structure is shown on the aerial below and is located in the Planned Industrial District. The proposed expansion would consist of a 60' x 64' plant addition on the back of the building and a 42' x 20' office addition on the front of the building. The office addition on the front of the building would encroach into the required 50' front yard setback approximately 15'. To further explore this proposal a pre-application meeting was scheduled with the Planning Commission. The planning commission discussed the proposal and reviewed the 50' setback for the Planned Industrial district and requested staff to draft recommendations for an ordinance amendment that would reduce the setback for the district. Recommendations for possible ordinance amendments for changing the setback have not yet been brought to the Planning Commission. Temprel Temperature Sensors has not yet submitted a formal application for development plan review.

Amato Pre-Application

David Amato requested a pre-application meeting with the Planning Commission to discuss a proposal to convert an existing storage building in the Central Business District to a single family apartment. The structure is located on an alley between Main and Pine. At the Planning Commission meeting the use and design of the building was discussed and the Planning Commission made recommendations for moving forward with a development plan submittal, however; a formal application and development plan has not been submitted for review.

Alley Vacation

A request for the vacation of a public way was submitted by Paul Barden to vacate a portion of East Street that is adjacent to Barden Lumber parking lot. The portion that is being requested to be vacated is the east 13 feet of the 82.5 foot right-of-way of East Street from the north right-of-way line of Main Street and south of the East West ¼ line of Section 35, measuring approximately 139 feet. The total area of land is approximately 1,807 square feet (0.04 Acres). The request was reviewed by City Staff and the Planning Commission and City Commission and based on the findings that the undeveloped and unused alley was not needed for any future expansion of utilities or public purpose the City Commission vacated the alley.

Ordinances

Food Truck Ordinance

In the spring of 2014 Planning Department received several inquiries from individuals interested in operating food trucks in Boyne City. As the City does not have a policy or set of requirements specifically regulating this type of business the issue was brought to the City Commission for discussion. At that meeting the Commission authorized staff to research the topic further, obtain community input, and bring back findings, alternatives and recommendations. Over several months public input was collected through presentations and facilitated meetings. At each of the meetings attendees completed a survey after a short presentation and open discussion and data was collected from a total of 67 surveys. Based on this information and reviews and feedback from the Main Street Board, the Planning Commission and the City Commission recommendations an ordinance regulating mobile food vendors was developed and presented to the City Commission. The City Commission scheduled a second reading on June 24th 2014 for proposed mobile food vending ordinance, however; due to the substantial opposition to mobile food vending as proposed the ordinance was rejected and the City Commission established a limited moratorium on the operation of mobile food vendors. The purpose of the moratorium was to try a find a impartial mediator to facilitate a committee to develop an ordinance. As of yet a suitable mediator has not been located and we are not sure one can be located. In September the moratorium was extended for an additional 90 days.

Noise Ordinance

For many years the City has had a noise ordinance in effect. The ordinance can be found in Article V, Offenses Involving Public Peace and Order, Section 31.141 Noise. In 2009 in response to complaints stemming from music being played at what was then 220 Lake Street, a citation was issued to Chris Theil for violation of the noise ordinance. A hearing on the matter was held in the Charlevoix County District Court in September of 2009. In the Court's opinion the noise ordinance was unconstitutionally vague due to the subjective nature violations were determined and the Court dismissed the City's claims against Mr. Theil. Given this opinion the Boyne City Police Department has not issued any subsequent citations for violation of section 31.141 Noise.

The Boyne City Police Department does receive noise complaints on a regular basis. Noise complaints compiled by the BCPD from 2008 to 2013 show that on average there are 61 noise complaints per year. Most complaints are due to music with an average of 28 complaints per year followed by neighbor complaints at 14 per year, dogs and vehicle complaints at 7 per year and complaints about loud parties at 6 per year. To assist the Police Department with dealing with these types of complaints the City Commission was presented with two types of noise ordinances a the May 27, 2014 meeting. One Ordinance established specific decibel limits for various districts and other ordinance identified the violations by types of activities and relies on officer's discretion to determine a violation. After review and discussion the Commission passed a motion that directed staff to work on a draft noise ordinance for the City based on the officer's

discretion model, not the decibel model. With guidance from the City legal council and the Planning Commission a noise ordinance was developed.

A noise ordinance was presented to the City Commission at its October 28th, 2014 meeting for a first reading and had a second reading on December 9th 2014. The ordinance was adopted by the Commission and became effective on December 24, 2014.

CBD Drive Through

At the pre-application meeting with Planning Commission Glenn Catt presented to the Commission a pre-application proposal for the redevelopment of the parcels located at 202 and 210 Lake Street which are currently the location of the Lake Street Mall and parking lot and the Boyne Arts Collective. After review and discussion of the Glenn Catt proposal, which includes a drive thru lane for a bank, the Planning Commission directed staff to put the issue of drive thru lanes in the Central Business District (CBD) on the September Planning Commission meeting agenda.

Projects and Plans

Master Plan Update

In August the City Commission approved a contract with Mary Campbell of MC Planning and Design to assist the City with the development to of the Master Plan. Since then she has had 4 meetings with the planning commission and facilitated a public input session on the future goals visions of the City. The Planning Commission has begun development of the draft goals, future land use plan, redevelopment strategy and zoning plan The next steps in the process are to finalize the draft and distribute it for public input then proceed with the plan adoption process.

Trail Town Plan

The Trail Town Plan was provided to the Planning Commission for review and recommendation prior submittal to the City Commission for consideration of adoption. Spearheaded by a planning grant received by LIAA, and facilitated by LIAA Planner, Harry Burkholder the City a committee was formed to develop Trail Town plan. The plan includes design components such as trail heads (with bathrooms, water, benches, trash, shelter, parking, signage, etc.), portals, pathways, gateways, economic centers and nodes. The trail system is designed to serve as the focal point of a tourism-centered strategy for economic development and local revitalization. The plan was adopted by the City Commission.

Redevelopment Ready Community Certification

The Planning Department staff continues to work with the representatives from MEDC towards certification of the City as a Redevelopment Ready Community (RRC). During the summer and fall Planning Staff attended 2 training modules that are required by the MEDC for certification. The training is provided to communities in the RRC program at no cost and covers the best practices for the RRC program. The City is very close to obtaining certification.

Loding Award

In accordance with the outlined procedures for selecting winners of the Marvin Loding award, the Planning Commission is to review nominations at the August meeting. At the time no nominations for the award have been submitted to the City. If applications are received prior to the meeting the nomination forms will be provided to the Commission for consideration. If the Commission desires the selections for the award can be postponed until September to allow time for additional nominations.

Grants

Planning Department staff has developed and/or assisted with the following grant applications.

Safe Routes to School

The federal Safe Routes to School (SRTS) program was created by Section 1404 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), which was signed into public law (P.L. 109-59) on August 10, 2005. The Program provides funds to the States to substantially improve the ability of primary and middle school students to walk and bicycle to school safely.

Each State administers its own SRTS program and develops its own procedures to solicit and select projects for funding. In Michigan the SRTS program is administered by the Office of Economic Development of the Michigan Department of Transportation. The program establishes two distinct types of funding opportunities: infrastructure projects (engineering improvements) and non-infrastructure related activities (such as education, enforcement and encouragement programs). Each elementary and middle school is eligible for funding up to \$200,000 per school for infrastructure improvements and eligible for up to \$8,000 per school for educational programs.

The infrastructure items included in the grant submittal including new sidewalk from Boyne Hills Subdivision to the school campus on M-75, Beardsley and Brockway, new or replaced sections of sidewalk on Hull, Division, Pleasant and Lincoln, new sidewalk on west side of Lewis, rapid flashing beacons for M-75 crossings at Brockway and Beardsey and a reduced school speed zone and electronic signage for M-75. The grant was approved in part, the rapid flashing beacons and the proposed sidewalk on Lewis Street were not approved. Staff is still in discussion with MDOT in regards to the rapid flashing beacons to see if there are extenuating circumstances that may exist that would allow MDOT to approve installation.

Community Growth Grant

Networks Northwest Grant awarded for way-finding signage, an information kiosk and free public-access WI-FI in Old City Park. Project design and implementation is currently underway and scheduled to be completed by August 2015. Total Project amount is \$15,000 (\$7,500 grant + \$7,500 match).

Community Award Grant

Completed and submitted application to Rural Partners of Michigan Grant and was awarded \$800 for sponsorship of an artist for the Walkabout Sculpture Show.

PlacePlans Technical Services Grant Application

Through Michigan Municipal League and the MiPlace Partnership, Boyne City submitted a Place Plans Technical Services Grant and is among seven Michigan cities who were awarded this grant for technical assistance. with key economic development projects designed to attract and retain residents and employers. Specifically, Boyne City will get help coordinating a design plan for Sunset Park and surrounding areas. Total project value is \$36,000 (\$28,000 grant + \$8,000 match).

LED Street Lighting Project

Grant Application through Pure Michigan Energy Office for the City's proposal to save on energy and replacement costs by replacing 66 metal halide street lights in the downtown area with 66 LED street lights. Grant was not awarded.

Smart Growth America's Free Technical Assistance Workshop

Application through the USA Environmental Protection Agency for a free workshop to assist in the development of and implementation tools for a complete streets policy. Grant was not awarded.

Community Development Grant

Through Michigan Economic Development Corporation, the Infrastructure Economic Development Job Creation Program and the Community Development Block Grant Program. Created RFP, reviewed bids and hired Sara Christensen and Jan Kellogg from the NLEA as the Certified Grant Administrators for the Boyne Mountain Expansion Project (Sanitary Sewer Lind Expansion) with co-applicants Boyne Valley Township and Boyne USA, Inc. Still in the process of finalizing the contract agreement.

Little Traverse Band 2% Allocation

Grant Application for a Stryker Power Pro XT Stretcher on behalf of the Boyne City Emergency Services Department. The cost of the stretcher requested in the application is \$16, 286.55. The grantees have not been announced as of the date of this report.

Michigan Main Street Program

Fund Development Plan Service grant application for technical assistance to be provided to one Main Street community for the creation of a fund development plan to facilitate successful fundraising activities. The services included are: an organizational assessment through on-line surveys; group training focused on roles and responsibilities, leadership, fundraising methods and strategy; and a planning session that includes a full day with organizational leaders to develop plans that will include revenue goals, outcomes, actions steps, measures and timelines. The grantees have not been announced as of the date of this report.

Michigan Main Street Program

Business Succession and Transition Planning Services grant application for technical assistance including a workshop and consultation service that will assist business owners and entrepreneurs in planning a successful exit from their business when the time is right to move on. This service specifically assists business owners at the beginning, middle and/or end of their career to make sure any future transition is seamless, and that they are happy with the outcome of the agreement. In addition to a two hour seminar, approximately five business owners will receive individual hour and a half consultations. The grantees have not been announced as of the date of this report.

GIS Development and Support

As part of its mission the Planning Department continues to develop, maintain, and archive all City GIS data and provide GIS support and services to all City departments. Over the past year hundreds of maps were created and produced in support of other city departments. In addition to providing GIS support to all City departments, the Planning Department was involved in several specific GIS projects over the past year.

As-Built updates

Maintain and archive as-built files for infrastructure completed over the past year and the GIS infrastructure data layers that been updated to reflect the improvements over the past year on East Street and Ray Streets.

Membership of Boards and Commissions

The Planning Commission and the Zoning Boards of Appeals are both currently fully staffed. In May Jason Biskner, James Kozlowski, and Jane McKenzie were reappointed to the Planning Commission, in September Robert Carlile was reappointed to the Zoning Board of Appeals.

Training

Planning Staff attended Redevelopment Ready Community training Modules 3-4 covering RRC Best Practices on Community Plans and Public Outreach, Zoning Policy and Regulations and Development Plan Review Processes.

The Michigan Association of Planning annual planning conference held on Mackinaw Island was attended by the Planning Director and Assistant Planner.

Assistant Planner attended Zoning Administrator Certification course and obtained certification.

Township Partners

The City continues its contractual relationship with Evangeline and Wilson Townships to provide planning and zoning services. This relationship has not only proven to be

economically efficient but also has the added benefit increasing communication and cooperation between the municipalities. While each unit of government maintains its autonomy with its own zoning ordinances and master plans, the working relationship between them helps the municipalities mesh their land use goals. It is expected that Boyne City will continue to provide planning and zoning services to the townships in 2015

2014 Zoning Permits

Accessory Buildings	11
Residential Additions	18
Commercial Addition	5
Multi Family	1
New Dwellings	9
Total	44

Permit Fees Collected: \$2,850
 Total Project Value: \$6,310,800

Enforcement

Enforcement Activity Jan-Dec 2014

Complaints Received	56
Site Inspections	170
Enforcement Letters Sent	99
Phone Contacts	74
In Person Contacts	22

Dilapidated Structure	1
Junk Cars	18
Junk/Trash	27
Miscellaneous	4
Permit Violation	1
Signs	4
Weeds	47
Yard Sale Signs	32
Total	134

CITY OF BOYNE CITY**To: Michael Cain, City Manager** *MC***From: Mark Fowler, W/WW Superintendent** *mf***Date: 3/5/2015****Subject: Aeration Blower Drive Replacement**

Background

The aeration blowers provide the air to the lagoons through diffusers. This is to keep the contents of the basins partially mixed and provide dissolved oxygen for the microbes to treat the wastewater. When the plant was upgraded in 2007, four aeration blowers were installed.

Discussion

Currently we are running on one aeration blower, with no backup. One blower has a bad motor, it has been pulled and needs the bearings repaired. On Tuesday, March 3 there appears to have been some type of power surge. We lost power to both blowers #1 and #2. We could not get them to come back on so we contacted an electrician. Shoreline Power Services came and investigated the problem and he found the drives in the motor control center for blowers 1 and 2 were bad. Those drives are 8 years old and considered obsolete. It would cost more to repair them if we can find all the parts than to get new upgraded drives. The cost for the new drives would be \$7200 a piece plus approximately \$500 for each installation. The estimated cost for bearing replacement on the number three motor is \$1000. I got that quote from Graham motors. The total cost to repair all three would be approximately \$16,400. We will need to have at least two of the three fixed.

Financial

We currently have \$21,866 left in the wastewater maintenance budget.

Recommendation

I recommend that the commission authorize the repair of all three blowers.

March 2015

March 2015							April 2015						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	5	6	7	8	9	10	11
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30		
29	30	31											

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					March 1
2	3	4	5	6	7
		8:00am Farmers Market	8:30am Main Street Board mtg. 6:00pm Parks & Rec	11:00am BOR Organization meeting	8:00am Farmers Market
					8
9	10	11	12	13	14
5:00pm Special Planning Commission	7:00pm City Commission	8:00am Farmers Market	5:00pm Welcome Reception (Freshwater Studio)		8:00am Farmers Market
					15
16	17	18	19	20	21
Board of Review	Budget Work Session	Board of Review			8:00am Farmers Market
5:00pm Planning Commission 7:00pm Historical Commission	Saint Patrick's Day (United States)	8:00am Farmers Market			
					22
23	24	25	26	27	28
	12:00pm City Commission	8:00am Farmers Market	5:30pm Airport Advisory Board		8:00am Farmers Market
					29
30	31				

April 2015

April 2015							May 2015						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		April 1 8:00am Farmers Market	2 8:30am Main Street Board mtg. 6:00pm Parks & Rec	3	4 8:00am Farmers Market
					5
6	7 5:00pm ZBA	8 8:00am Farmers Market	9	10	11 8:00am Farmers Market
					12
13	14 7:00pm City Commission	15 Tax Day (United States) 8:00am Farmers Market	16	17	18 8:00am Farmers Market
					19 National Volunteer Week
20	21	22	23	24	25
National Volunteer Week					
5:00pm Planning Commission		8:00am Farmers Market	Arbor Day Seedling Giveaway 8:00am Business Expo 5:30pm Airport Advisory Board		8:00am Farmers Market
					26
27	28 12:00pm City Commission	29 8:00am Farmers Market	30		