



BOYNE CITY  
CITY COMMISSION REGULAR MEETING  
Boyne City Hall  
319 North Lake Street  
Tuesday, October 13, 2020 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 September 22, 2020 City Commission regular meeting minutes as presented
  - B. Approval of the October 6, 2020 City Commission special Goals Update meeting minutes as presented
  - C. Approval to reappoint Bob Carlile to the Zoning Board of Appeals for a term ending September 1, 2023
  - D. Approval to appoint Robert Weick to the Zoning Board of Appeals for a term ending September 1, 2021
  - E. Approval of the proposed resolution for modification of our standard Streetlight contract with Consumers Energy and authorize the City Manager and City Clerk to execute the necessary documents to changeout the proposed 5 streetlights and any other future street light conversions at no cost to the City
  - F. Approval of a change order amending purchase order \$5700 with All Aspects Forestry for the 2020/2021 Tree Removal and Trimming work in an amount not-to exceed an additional \$18,120 and authorize the City Manager to execute the documents
  - G. Approval to purchase a pump for the River Mouth pump station from Professional Pump in the amount of \$20,855 including installation, with the City's insurance company paying for \$19,227 and the City's payment of \$1,628 and authorize the City Manager to execute the documents
  - H. Approval to purchase a 2021 Ford F-250 Pick-up Truck from Bob Mathers Ford in an amount not to exceed \$28,714.84 and authorize the City Manager to execute the documents
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
  - A. The 2019/2020 Grandvue Medical Care Facility Annual Report has been received is in the City Clerk's office available for review
  - B. Communications from Charter Communications regarding customer bill statement dates and payment due dates
  - C. Communication from the Health Department of Northwest Michigan regarding the free COVID 19 Testing sites
6. CITY MANAGER'S REPORT

7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

- A. Draft minutes of the September 1, 2020 EDC meeting
- B. Draft minutes of the September 1, 2020 LDFA meeting
- C. Draft minutes of the September 3, 2020 Main Street Board meeting
- D. Draft minutes of the September 10, 2020 Parks & Recreation Board meeting
- E. Draft minutes of the September 21, 2020 Planning Commission meeting
- F. Draft minutes of the September 24, 2020 Airport Board meeting

8. OLD BUSINESS

9. NEW BUSINESS

- A. 600 Jefferson Rezoning Request Second Reading  
Consideration of a second reading of an ordinance to rezone 600 Jefferson Street from Conditional Multiple Family Residential District to Manufactured Housing Development District

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The next regular City Commission meeting is scheduled for October 27, 2020 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*



**SEPTEMBER 22, 2020  
REGULAR MEETING**

Mayor Neidhamer called the meeting to order at 12:07 p.m. followed by the Pledge of Allegiance. Mayor Neidhamer also discussed the rules of the Zoom meeting.

**CALL TO ORDER**

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

Absent: None

Staff: Cindy Grice, Michael Cain, Scott McPherson, Tim Faas, Kevin Spate, Patrick Kilkenny, Bab Brooks, Mark Fowler, Kelsie King-Duff and Dennis Amesbury

Others: There were four citizens in attendance via the Zoom meeting platform

**CONSENT AGENDA  
MOTION**

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2020-09-101  
Moved by Solomon  
Second by Grunch

Approval of the September 8, 2020 City Commission regular meeting minutes as presented

Approval of the resolution of support for application to the Charlevoix County Community Foundation for a Geographic Enrichment Cycle Grant of \$2,500 to install signage in the City on the Boyne Valley Trail and authorize the City Manager to execute the documents

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**CITIZENS COMMENTS**

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None

**CORRESPONDENCE**

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None

**CITY MANAGERS  
REPORT**

City Manager Cain reported:

- The drinking fountain at Avalanche has finally been repaired
- The Fall Rubbish collection went well
- The Tip of the Mitt will be holding a virtual public session to review funding

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

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The August, 2020 Financial Statement was received and filed.

**Public Hearing to Close  
Out Michigan  
Community  
Development Block  
Grant**

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Consideration of a Public Hearing to close out the Boyne Infrastructure Community Development Block Grant which upgraded the sanitary sewer force main along M75 South, serving Boyne Mountain.

Mayor Neidhamer opened the Public Hearing at 12:18 p.m.

City Manager Michael Cain discussed the project and thanked Jessica Lovay from the Northern Lakes Economic Alliance for her hard working completing this project.

Jessica Lovay discussed the grant project and its objectives. The grant was based on job creation and there are over 100 full time equivalent jobs created with this grant and the match from Boyne Mountain.

Ed Grice from Boyne Mountain stated their appreciation for the strong infrastructure and partnership with Boyne City. Boyne Mountain is now embarking on the Renaissance of Boyne Part 2. They will be replacing every chairlift by 2028. They are also working towards being carbon neutral by 2030. Thanks were offered to the City and the NLEA. This will be as big of an impact to the whole area as the Mountain Grand Hotel and Avalanche Bay addition of 2005.

Mayor Pro-Tem Grunch congratulated Boyne Mountain. Commissioner Solomon said he is glad we are able to finish this grant. The impact is significant. Commissioner Page said she agrees. Boyne Mountain is a great place. Commissioner Conklin inquired if there are other opportunities to partner going forward. Ed Grice said yes, they plan to have a launching meeting of the 2030 business plan. Mayor Neidhamer said he agrees and it is refreshing to have a positive working relationship.

Mayor Neidhamer closed the Public Hearing at 12:28 p.m.

## **East Lincoln Street Reconstruction**

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Consideration to award a contract for the engineering design services for the E Lincoln Street Reconstruction Project between South Lake and Grant Streets in an amount not-to-exceed \$38,300 per the proposal dated 9/16/2020 and authorize the City Manager to execute the documents.

Director of Public Works Tim Faas said the City has two reconstruction projects depicted in the Capital Improvement Plan over the next two years; in 2021 - Court Street (Charlevoix Street to Lynn Street), and in 2022 - Lincoln Street (S Lake Street to Earl Street). The Water/Wastewater Superintendent and I met recently to discuss the design of next year's project and we both feel that Lincoln Street should be done before Court Street due to the following:

1. Lincoln Street carries significantly more traffic and serves as a local connector;
2. Lincoln Street has transite water mains and possible lead goose necks on the service lines which are a State priority for replacement; and
3. Lincoln Street suffers from serious flooding due to lack of storm drainage infrastructure.

Our earlier estimated cost of the reconstruction was \$625,000 which includes the street, storm sewers, water main\* and sanitary sewer\* infrastructure. (\* note, some utility lines exist that may not require replacement). The limit of the proposed project was extended easterly from Grant Street to Earl Street last year with hopes that utility stubs for future extensions along E Lincoln Street as far as practical would be included in this phase. C2AE has developed a

preliminary opinion of probable cost that totals \$612,410 which is close to the earlier staff estimate noted above.

Depending on the preliminary engineering, we would decide how far those extensions could be constructed. A separate proposal will likely follow later this year to evaluate the water and sanitary sewer service area east of Grant Street over to M-75/Boyne Avenue once some preliminary engineering is completed on this phase.

The design would be done over the fall & winter and bid documents prepared for a March 2021 bid opening and recommendation on award. This would position us to construct it between April and November 2021.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

## **MOTION**

2020-09-102

Moved by Grunch

Second by Conklin

To approve to award a contract for the engineering design services for the E Lincoln Street Reconstruction Project between South Lake and Grant Streets in an amount not-to-exceed \$38,300 per the proposal dated 9/16/2020 and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## **Ridge Run Dog Park Turf Purchase Recommendation**

Consideration to approve contract for the purchase of Dog Park turf with Artificial Grass Recyclers in an amount not-to-exceed \$6,508 which includes a \$1,900 trucking expense charged by a separate logistics company contracted with Artificial Grass Recyclers and authorize the City Manager to execute the documents

Director of Public Works Tim Faas stated that last year the Dog Park User Group received a donation for the installation of a fence around the proposed agility area at the Ridge Run Dog Park. Subsequently the City of Boyne City awarded a contract to the Harbor Fence Company to install the fencing. Since that time, the leader of the user group (Michele Carter) has been diligently working to procure some artificial turf to install over the 100' x 100' square base area that has been prepared by the Public Works staff.

The turf procurement from a project in Traverse City unfortunately fell through a few months ago. Due to the COVID-19 pandemic, there is a dearth of used artificial turf available nation-wide. Michele has however found three (3) sources of turf.

The turf available in Michigan is not of a quality that he would recommend. It is a mix of sand filled turf and non-filled turf which could present us with problems on installation and maintenance. The turf available from Artificial Grass Recyclers (Onarga, IL) is all from one high school athletic field and is of better quality. All of these turfs will have white lines on them which will fade with time.

Michele attended last Thursday's Parks & Recreation Commission meeting to provide an update. The Parks & Recreation Commission recommends that the City Commission approve the purchase of turf for the agility area at a cost not-to-exceed \$8,000 and that it be funded from the Parks Capital Budget.

If the City Commission approves the request, the final subsurface stone & fabric can be placed, the storage shed constructed, the fence installed and the turf laid before November 26, 2020.

Staff Comments: None

Citizens Comments: Michele Carter spoke in favor of the recommendation.

Board Discussion: All are in agreement with the recommendation and thanked Michele for her dedication to this project.

## **MOTION**

2020-09-103

Moved by Page

Second by Grunch

To approve a contract for the purchase of Dog Park turf with Artificial Grass Recyclers in an amount not-to-exceed \$6,508 which includes a \$1,900 trucking expense charged by a separate logistics company contracted with Artificial Grass Recyclers and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## **John Street Erosion Control Project Recommendation**

Consideration to approve a purchase order contract with Harbor Springs Excavating of Harbor Springs, MI in an amount not-to-exceed amount of \$25,200 and authorize the City Manager to execute the documents

Director of Public Works Tim Fa said over the past five months he has been busy working with Armstrong Environmental and C2AE on the designs on the four highest priority locations that suffered erosion due to the high lake levels along Lake Charlevoix. The permits have been submitted to the US Army Corps of Engineers, EGLE and Charlevoix County Building Department for the John Street Road End Park erosion control project. The repair strategy at the John Street road end park involves the installation of 1'-3' diameter limestone rip rap boulders over a layer of pea stone and non-woven geotextile. The 44 foot wide revetment wall will tie into

the proposed rip rap walls to be constructed by the Spring Arbor Condos and Maple Shore Association on either side of John Street. Once the permits were submitted, three formal written quotes for the John Street erosion control project were received

**MOTION**

- |   |            |
|---|------------|
| 1. Harbor Springs Excavating (Harbor Springs) | \$25,200   |
| 2. Hilltop Excavating (East Jordan)           | \$29,215   |
| 3. Bowman Property Management (Boyne City)    | \$42,000 * |

When this issue came before the City Commission in June, a resident on W Michigan Avenue at John Street requested some form of access to the water's edge at John Street similar to what is at the Charlevoix Street road end park. The proposal from Bowman Property Management would include the cost of stone stairs \* to the water. Our designer believes the stone stairs could exacerbate future erosion. We are still evaluating the possibility of adding metal stairs over top of the stone revetment wall in the future, but it is not part of the design or pricing at this point.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

**MOTION**

2020-09-104

Moved by Page

Second by Grunch

To approve a purchase order contract with Harbor Springs Excavating of Harbor Springs, MI in an amount not-to-exceed amount of \$25,200 and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

**Public Works Gate  
Relocation  
Recommendation**

Consideration to approve contract for the Public Works gate relocation with Harbor Fence Company of Petoskey MI in an amount not-to-exceed \$3,578 and authorize the City Manager execute the documents.

Director of Public Works Tim Faas said that he has monitored the public access to the Public Works facility on Robinson Street over the past year and a half. We have dealt with a number of instances where individuals dump illegally at our facility especially after normal business hours. The site does have robust security cameras; however, follow-up on illegal dumping is a very time consuming process involving resources from both Public Works and the Police Department.

A motorized gate was installed during the construction of the new Public Works facility five (5) years ago between the Cold Storage Building and the Public Works Garage. The gate only secures

access to the Public Works Garage and salt storage barn, leaving the Cold Storage Building, refuse dumpsters and the North Boyne Compost Site vulnerable to illegal dumping and possible theft.

The City of Boyne City charges contractors a \$1,000 annual fee to dispose of brush at the North Boyne Compost Site. About ten (10) contractors pay the fee each year. The external cost to process the brush into wood chips was about \$61,255 in 2018 (by Team Elmer's) and \$20,600 in 2019 (by City Forces). During 2020 some of the contractors have chosen not to pay the disposal fee. We do not have staff at the facility throughout the day to monitor which contractor has paid and not paid the fee, nor do we have the resources to review hours of video footage to determine if contractors are dumping brush after hours. Regardless, the volume of brush received this year appears to be very similar to last year.

I requested Harbor Fence Company give us pricing on relocating the existing gate from its current spot to the west side of the Public Works Garage across Robinson Street. This would afford us the opportunity in the future to control access to the North Boyne Compost Site and dumpsters after hours and better secure the Cold Storage Building. The cost to relocate the gate would be \$3,577.78.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

## **MOTION**

2020-09-105

Moved by Solomon  
Second by Page

To approve a contract for the Public Works gate relocation with Harbor Fence Company of Petoskey MI in an amount not-to-exceed \$3,578 and authorize the City Manager execute the documents.

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## **Patio Furniture Purchase**

Consideration to approve the purchase of patio and outdoor furnishings from Landscape Forms of Kalamazoo as proposed for \$35,082 plus shipping for the two additional benches.

City Manager Cain discussed the proposal from Landscape Forms for the purchase of furniture for the outdoor patio on the second floor of City Hall. Also included in the proposal are two benches. One to be placed at the entrance of City Hall and in the courtyard near the LaFrance fire truck. Funds for the furnishings will be paid for with funds from the Bond issue.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin said he has concerns about other needs for the facility such as technology or office furnishings. All other Commissioners are in agreement with the recommendation.

Commissioner Conklin made a motion to postpone this purchase until we have a tech plan or office plan in place. There was no second to the motion, motion dies.

**MOTION**

2020-09-106  
 Moved by Grunch  
 Second by Page

To approve the purchase of patio and outdoor furnishings from Landscape Forms of Kalamazoo as proposed for \$35,082 plus shipping for the two additional benches.

Ayes: 4  
 Nays: 1, Commissioner Conklin  
 Absent: 0  
 Motion carried

**Airport Crack Sealing**

Consideration to approve a contract with Applied Pavement Markings of Harbor Springs, MI for the 2020 Airport Asphalt Crack Sealing Services in an amount not-to-exceed \$15,000 and authorize the City Manager execute the documents.

Director of Public Works Tim Faas said the City Commission awarded a contract earlier this year to Applied Pavement Markings (Harbor Springs) in an amount of \$13,210 for crack sealing of City streets and parking lots. That work was completed about a week ago. He recently received a request from the airport to evaluate the runway, taxiways and parking area assets for possible crack sealing. After meeting with APM to inspect the airport site APM verbally quoted a price of \$9,000 to perform the work and said it would fax the quote to us. The main runway will not need to be sealed.

**MOTION**

2020-09-107  
 Moved by Grunch  
 Second by Solomon

To approve a contract with Applied Pavement Markings of Harbor Springs, MI for the 2020 Airport Asphalt Crack Sealing Services in an amount not-to-exceed \$15,000 and authorize the City Manager execute the documents.

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**Veterans Park Pavilion  
 Rental Policy and Fees  
 Recommendation**

Consideration to approve Public Works Policy & Procedure No. PW\_002 "Veterans Park Pavilion Rentals" as presented.

Director of Public Works Tim Faas discussed the three (3) parks that contain outdoor picnic shelters: Veterans Park, Rotary Park, and Waterworks Park. The Veterans Park Pavilion is the only site that is currently rented through our parks reservation process. Recently the Veterans Park Pavilion underwent an extensive renovation to make the facility usable year round and also added a commercial kitchen.

Working with some of the key administrative staff, a draft of a policy on the rental of the Veterans Park Pavilion was developed and presented to the Parks & Recreation Commission last Thursday. The Parks & Recreation Commission was supportive of the proposed policy.

Some of the key items in the policy include: morning and afternoon/evening reservation time slots, a security deposit, new rental rates (including resident & non-resident fees), a separate fee for use of the commercial kitchen, annual rental rate for the Farmer's Market, reduced rate for non-profits, licenses that might be required and rules on decorations and clean-up.

It is being recommended to the City Commission adopt the policy as presented, so that staff can provide guidance to prospective renters starting in October. We expect to bring this policy back next year with revisions after we've had twelve (12) months to try it out.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation, however clarification of the non-profit status for needs to be clarified for the rate schedule.

## **MOTION**

2020-09-108  
Moved by Solomon  
Second by Conklin

To approve Public Works Policy & Procedure No. PW\_002 "Veterans Park Pavilion Rentals" as presented

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

## **Tree Planting Contract Award Recommendation**

Consideration of a recommendation that the City Commission approve a purchase order contract with Robinson's Landscaping & Nursery Inc. of Boyne City MI in an amount not-to-exceed \$24,855 and authorize the City Manager to execute documents

Formal bids were advertised in August for the annual tree planting program along the City of Boyne City right-of-ways. This year a total of 63 trees were included in the invitation to bid document. On September 9, 2020 we received two (2) bids in response to the

invitation. One from Robinson's Landscape & Nursery and one from Daniel Hoffman Landscaping.

A bid tabulation is attached depicting Robinson's Landscaping & Nursery as the lowest responsive bidder for a total amount of \$24,855 for 63 trees. The bid from Robinson's Landscaping & Nursery was \$1,365 lower than the other bid.

A total of \$47,192 was budgeted for tree removal, trimming and planting in the 2020/2021 budget. A total of \$25,000 was awarded to All Aspects Forestry on removals and trimming earlier this summer, leaving \$22,192 for planting which is a little short.

The City of Boyne City was recently successful in pursuing grants from both DTE Gas (\$4,000) and Consumer's Energy (\$2,500) for 2020 tree planting. The additional \$6,500 would provide enough funding to cover the budget shortfall.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

**MOTION**

2020-09-109  
Moved by Solomon  
Second by Conklin

To approve a purchase order contract with Robinson's Landscaping & Nursery Inc. of Boyne City MI in an amount not-to-exceed \$24,855 and authorize the City Manager to execute documents

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**Good of The Order**

None

**ADJOURNMENT**

Motion by Mayor Neidhamer, second by Commissioner Page to adjourn the Regular City Commission meeting of Tuesday, September 22, 2020 at 2:28 p.m.

\_\_\_\_\_  
Tom Neidhamer  
Mayor

\_\_\_\_\_  
Cindy Grice  
Clerk / Treasurer

**OCTOBER 6, 2020  
SPECIAL GOALS  
MEETING**

RECORD OF THE PROCEEDINGS OF THE BOYNE CITY  
COMMISSION GOALS UPDATE MEETING DULY CALLED AND  
HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON  
OCTOBER 6, 2020

**CALL TO ORDER**

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Mayor Neidhamer called the meeting to order at 1:00 p.m. followed by the Pledge of Allegiance.

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

Absent: None

Staff: Michael Cain, Tim Faas, Scott McPherson, Barb Brooks, Kevin Spate, Kelsie King-Duff and Mark Fowler

Others: None

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Commissioner and Department Heads discussed the status of the Goals.

**Brief Recess  
MOTION**

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2020-10-110  
Moved by Conklin  
Second by Grunch

To briefly recess at 2:50 p.m.

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**Return to Meeting  
MOTION**

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2020-10-111  
Moved by Neidhamer  
Second by Grunch

To reconvene at at 2:59 p.m.

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**Closed Session  
MOTION**

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2020-10-112  
Moved by Neidhamer  
Second by Conklin

To approve the request of the City Manager to go into closed session with our attorney regarding ttorney/Client Privilege document as provided in MCL 15.268 (h) of the Michigan Open Meetings Act (PA 267 of 1976) at 2:59 p.m.

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**Return to Open  
Session  
MOTION**

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2020-10-112  
Moved by Neidhamer  
Second by Grunch

To return to Open Session at 4:28 p.m.

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**ADJOURNMENT**

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Motion by Mayor Neidhamer, second by Commissioner Page to adjourn the Regular City Commission meeting of Tuesday, October 6, 2020 at 4:35 p.m.

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Tom Neidhamer  
Mayor

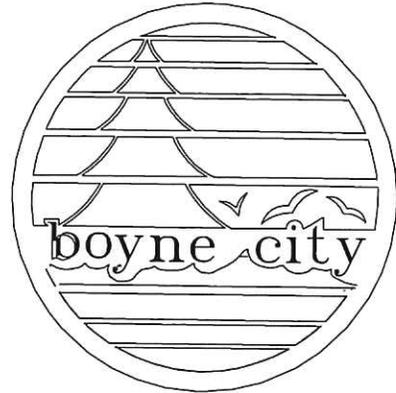
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Cindy Grice  
Clerk / Treasurer

DRAFT

**CITY OF BOYNE CITY**

To: Michael Cain, City Manager  
From: Patrick Kilkenny, Assistant Planner   
Date: October 13, 2020  
Subject: Zoning Board of Appeals  
Appointment Recommendations



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**Background Information**

At the October 6, 2020 Zoning Board of Appeals meeting the Board recommended Board member Bob Carlisle be reappointed to the Zoning Board of Appeals for a term ending on September 1, 2023 and recommended the appointment of Board candidate Robert Weick to fill a vacancy ending September 1, 2021.

**Process**

The procedures for appointments to the Zoning Board of Appeals as stated in the bylaws: “Board appointments shall be subject to the approval by a majority vote of the members elect of the legislative body of the municipality.” In accordance with past practice the Zoning Board of Appeals makes recommendations on ZBA appointments prior to submission to the City Commission for appointments.

**Recommendation**

Reappoint Bob Carlisle to the Zoning Board of Appeals for terms ending September 1, 2023 and appoint Robert Weick to the Zoning Board of Appeals for a term ending September 1, 2021.

# CITY OF BOYNE CITY

319 North Lake Street Boyne City, MI 49712 (231) 582-6597



## BOARD MEMBER APPLICATION

The City understands you are interested in becoming a member on one of the City Advisory Boards/Commissions. We appreciate your interest and future dedication to Boyne City. In order for the City to have information on file as reference when the next board has an opening, we ask you please complete the following and return to City Hall.

Name: ROBERT D. WEICK  
Address: 600 CALL STREET, Boyne City, MI 49712  
Telephone: (402) 639-0450 (daytime) SAME (evening)  
Email: rdweick@gmail.com  
Occupation: CONSULTANT (ENGINEER)

Please check any Advisory Board or Commission you may be interested in.

- |   |  |
|---|--|
| <input type="checkbox"/> Airport Advisory Board         | <input checked="" type="checkbox"/> Economic Development Corporation |
| <input type="checkbox"/> Historical Commission          | <input type="checkbox"/> Main Street / DDA Program                   |
| <input checked="" type="checkbox"/> Planning Commission | <input checked="" type="checkbox"/> Parks and Recreation Commission  |
| <input type="checkbox"/> Board of Review                | <input type="checkbox"/> Housing Commission                          |
| <input type="checkbox"/> Local Development              | <input checked="" type="checkbox"/> Zoning Board of Appeals          |
| <input type="checkbox"/> Finance Authority              | <input type="checkbox"/> District Library Board                      |
| <input type="checkbox"/> Historic District Commission   |  |

Reason(s) you wish to serve:

INTERESTED IN SUPPORTING THE COMMUNITY, GETTING INVOLVED WITH BUILDING AND IMPROVING THE LOCAL AREA, AND BECOMING CLOSER TO KEY ISSUES NEEDING RESOLUTION.

Other community or civic service activities:

CHAIR OF MICH. STATE UNIVERSITY SCHOOL OF PACKAGING ADVISORY BOARD  
BOARD MEMBER - MSU FOOD PROCESS INNOVATION CENTER

Signature

Date 12-7-18

**City of Boyne City****MEMO**

Date: October 9, 2020  
 To: Mayor Neidhamer and the Boyne City City Commission  
 From: Michael Cain, City Manager *MC*  
 Subject: Consumers Energy Streetlight Contract Modification

As I have previously reported to the City Commission Consumers Energy has begun a program to convert center-strand mercury vapor streetlight installations to cobra style pole mounted LED streetlights. The center-strand streetlights are the ones hanging from a wire between to wooden utility poles on opposite sides of the street. The cobra style streetlights are the much more common streetlights found around the City, away from downtown. They have the streetlights at the end of a metal pole which is attached to the wooden utility pole. Consumers Energy is only converting the mercury-vapor (blueish) lights free of charge. They are not changing their similar High-Pressure Sodium lights (orangish) at this time without a significant fee.

So far Consumers Energy has identified and sent us paperwork for converting 5 center-strand mercury vapor streetlights as shown on the attached map, with the more detailed individual conversions plans provided. The streetlights currently being proposed for a free conversion are, from north to south:

- 1) West Michigan at the Boyne City Road intersection
- 2) West Michigan at the flasher at the North Lake Street intersection.
- 3) East Main Street at Mclean Street intersection.
- 4) South Lake Street at the Franklin Street intersection.
- 5) Division Street at the Contractors Drive intersection

For each conversion Consumers Energy requires that a separate amendment to our master streetlighting contract with them take place. I have included the paperwork for #2 above, the street light at West Michigan and North Lake. The paperwork for the other conversions is very similar but not included here to hopefully avoid confusion and save paper. It is all available if desired.

In addition, there may be more similar street light conversions that the Consumers Energy proposes. When I first spoke to their staff about this matter they thought there would be about 10 such street lights for conversion. So, some more may still be working their way thru their processes. If further such amendments appear I am requesting to for approval to execute them as well without bringing this matter back for your further consideration. Their standard resolution is attached for your review on page 9 of this memo.

**RECOMMENDATION:** That the City Commission approved the proposed resolution for modification of our standard Streetlight contract with Consumers Energy and authorize the City Manager and City Clerk to execute the necessary documents to changeout the currently proposed 5 streetlights and any other future street light conversions at no cost to the City.

Other options:

1. Postpone for further review and/or information.
2. Modify the request in some other manner.
3. Deny the request.
4. Other options as may be determined by the City Commission.



**JOB PURPOSE STATEMENT**  
 STREET LIGHTING - MV CENTER SUSPENSION PROGRAM  
 - REPLACE 175 MV W/BRACKED 54 LED -

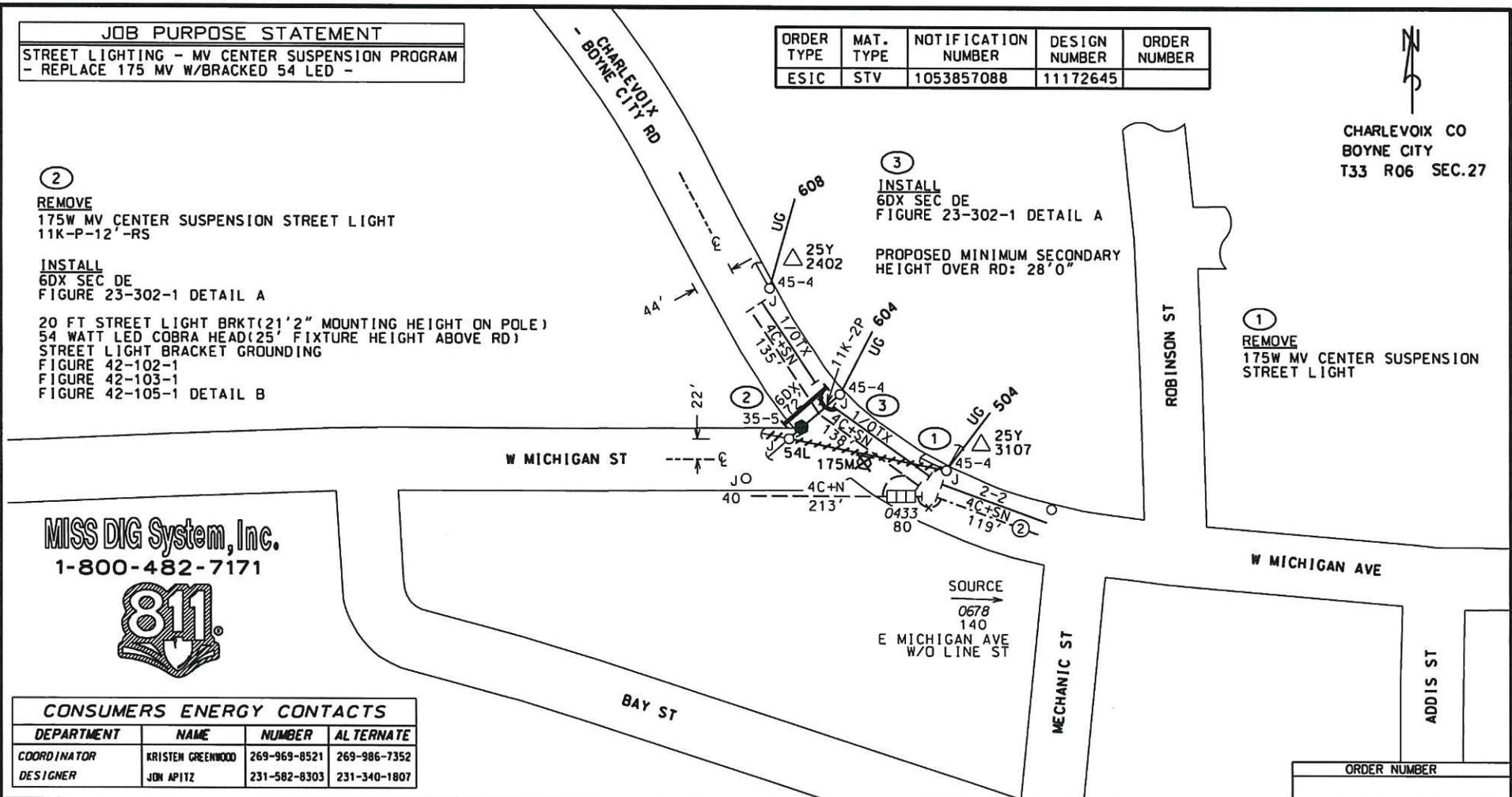
ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ESIC	STV	1053857088	11172645	

CHARLEVOIX CO  
 BOYNE CITY  
 T33 R06 SEC.27

- (2)**  
**REMOVE**  
 175W MV CENTER SUSPENSION STREET LIGHT  
 11K-P-12'-RS
- INSTALL**  
 6DX SEC DE  
 FIGURE 23-302-1 DETAIL A
- 20 FT STREET LIGHT BRKT(21'2" MOUNTING HEIGHT ON POLE)  
 54 WATT LED COBRA HEAD(25' FIXTURE HEIGHT ABOVE RD)  
 STREET LIGHT BRACKET GROUNDING  
 FIGURE 42-102-1  
 FIGURE 42-103-1  
 FIGURE 42-105-1 DETAIL B

- (3)**  
**INSTALL**  
 6DX SEC DE  
 FIGURE 23-302-1 DETAIL A
- PROPOSED MINIMUM SECONDARY  
 HEIGHT OVER RD: 28'0"

- (1)**  
**REMOVE**  
 175W MV CENTER SUSPENSION  
 STREET LIGHT



**MISS DIG System, Inc.**  
 1-800-482-7171

**CONSUMERS ENERGY CONTACTS**

DEPARTMENT	NAME	NUMBER	ALTERNATE
COORDINATOR	KRISTEN GREENWOOD	269-969-8521	269-986-7352
DESIGNER	JON APITZ	231-582-8303	231-340-1807

**-CONSTRUCTION CERTIFICATION-**  
 Work was constructed as Engineered or Changed as Indicated.  
 All Salvageable Material Was Returned to Stores.

Signed \_\_\_\_\_ in Direct Charge of Work  
 Dates: Started \_\_\_\_\_ Completed \_\_\_\_\_

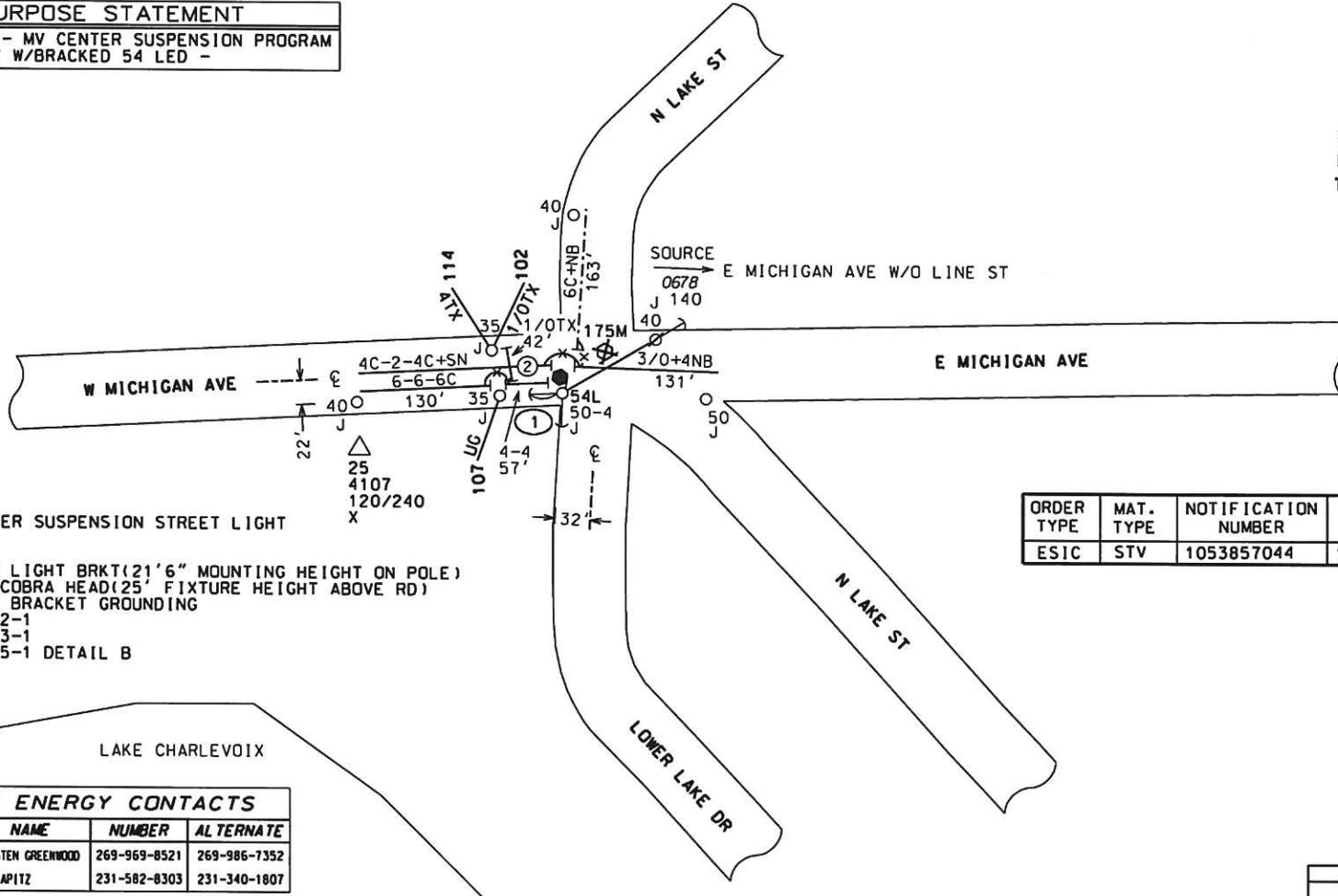
MISS DIG NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

STAKED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	TREES <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
TLM NUMBER	# OF RODS
3306273107	
DESIGNED BY JAPITZ1	DATE 09/03/20
APPROVED BY	DATE
SHEET 01 OF 01	SCALE 1"=100'

BOYNE CITY RD AND W MICHIGAN ST ESIC STV		CM NO. 100005998666	
For: CITY OF BOYNE CITY BOYNE CITY RD AND W MICHIGAN		ORDER TYPE	DESIGN NUMBER
SUBSTATION BOYNE CITY		ESIC	11172645
CIRCUIT VETERANS		WD NO. 0526	MAINTENANCE ACTIVITY TYPE STV
		CKT NO. LCP NO. 02 0678	

**JOB PURPOSE STATEMENT**  
**STREET LIGHTING - MV CENTER SUSPENSION PROGRAM**  
**- REPLACE 175 MV W/BRACKED 54 LED -**

CHARLEVOIX CO  
 BOYNE CITY  
 T33 R06 SEC.27



- ①  
**REMOVE**  
 175W MV CENTER SUSPENSION STREET LIGHT
- INSTALL**  
 12 FT STREET LIGHT BRKT(21'6" MOUNTING HEIGHT ON POLE)  
 54 WATT LED COBRA HEAD(25' FIXTURE HEIGHT ABOVE RD)  
 STREET LIGHT BRACKET GROUNDING  
 FIGURE 42-102-1  
 FIGURE 42-103-1  
 FIGURE 42-105-1 DETAIL B

ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ESIC	STV	1053857044	11172642	

**CONSUMERS ENERGY CONTACTS**

DEPARTMENT	NAME	NUMBER	ALTERNATE
COORDINATOR	KRISTEN GREENWOOD	269-969-8521	269-986-7352
DESIGNER	JON APITZ	231-582-8303	231-340-1807

**-CONSTRUCTION CERTIFICATION-**  
 Work was constructed as Engineered or Changed as Indicated.  
 All Salvageable Material Was Returned to Stores.

Signed \_\_\_\_\_ in Direct Charge of Work  
 Dates: Started \_\_\_\_\_ Completed \_\_\_\_\_  
 MISS DIG NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

STAKED	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
TREES	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
TLM NUMBER	# OF RODS	OHMS
3306274107		

**Consumers Energy**  
 A CMS Energy Company **ELECTRIC**

DESIGNED BY: JAPITZ1 DATE: 09/03/20  
 APPROVED BY: DATE: \_\_\_\_\_  
 SHEET 01 OF 01 SCALE: 1"=100'

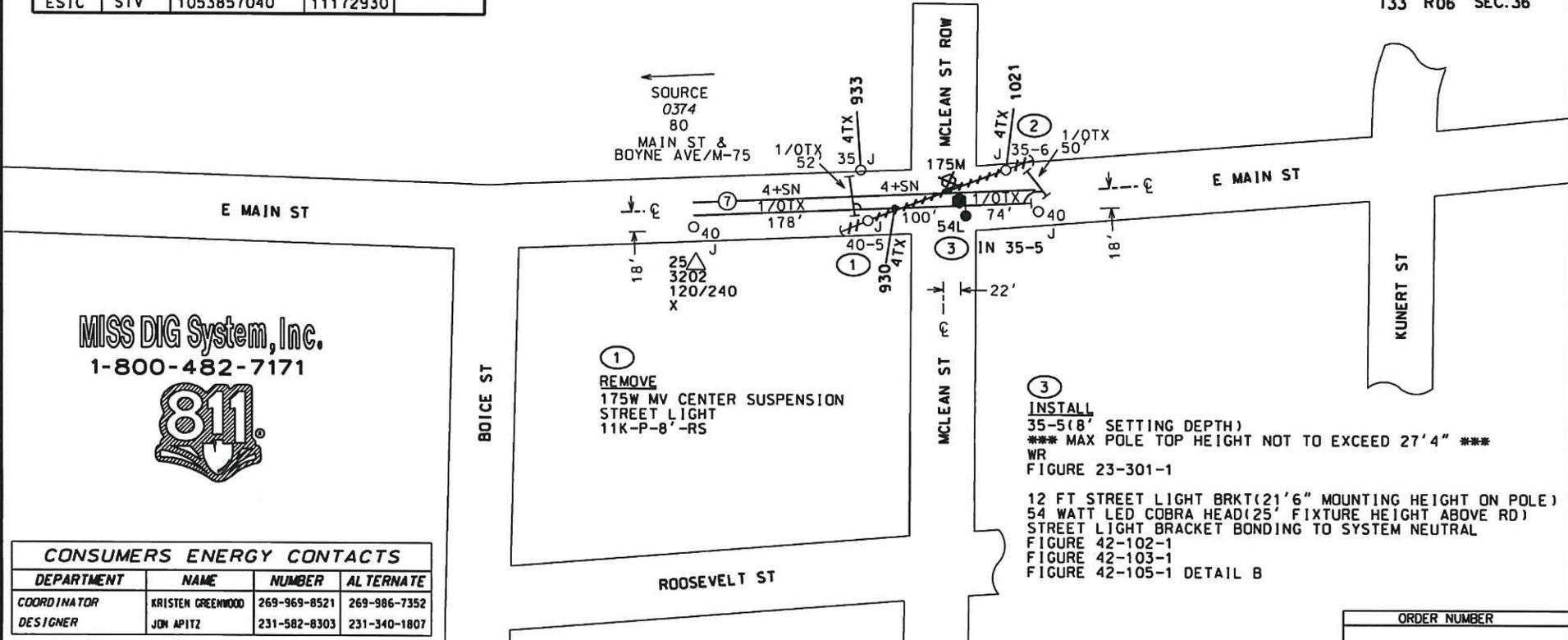
MICHIGAN AVE AND N LAKE ST ESIC STV		
For: CITY OF BOYNE CITY MICHIGAN AVE (C56) AND N LAKE ST		CM NO. 100005998660
ORDER TYPE	MAINTENANCE ACTIVITY TYPE	DESIGN NUMBER
ESIC	STV	11172642
WD NO.	0526	
CIRCUIT	BOYNE CITY	
VETERANS		
CKT NO.	LCP NO.	
02	0678	

4

**JOB PURPOSE STATEMENT**  
 STREET LIGHTING - MV CENTER SUSPENSION PROGRAM  
 - REPLACE 175 MV W/BRACKETED 54 LED -

ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ESIC	STV	1053857040	11172930	

CHARLEVOIX CO  
 BOYNE CITY  
 T33 R06 SEC.36



**MISS DIG System, Inc.**  
 1-800-482-7171

**CONSUMERS ENERGY CONTACTS**

DEPARTMENT	NAME	NUMBER	ALTERNATE
COORDINATOR	KRISTEN GREENWOOD	269-969-8521	269-986-7352
DESIGNER	JON APITZ	231-582-8303	231-340-1807

**-CONSTRUCTION CERTIFICATION-**  
 Work was constructed as Engineered or Changed as Indicated.  
 All Salvageable Material Was Returned to Stores.

Signed \_\_\_\_\_ in Direct Charge of Work  
 Dates: Started \_\_\_\_\_ Completed \_\_\_\_\_  
 MISS DIG NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

STAKED	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
TREES	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
TLM NUMBER	# OF RODS	OHMS
3306363202		
DESIGNED BY	DATE	
JAPITZ1	09/03/20	
APPROVED BY	DATE	
SHEET 01 OF 01	SCALE	1"=100'

E MAIN ST AND MCLEAN ST ESIC STV		
For: CITY OF BOYNE CITY E MAIN ST AND MCLEAN ST		CM NO. 100005998399
ORDER TYPE	MAINTENANCE ACTIVITY TYPE	DESIGN NUMBER
ESIC	STV	11172930
WD NO.	0526	
CKT NO.	LCP NO.	
01	0374	

ELECTRIC CAD TITLE BLOCK (11x17) 10-30-2008  
 SHEET B  
 9/3/2020 9:32:31 PM C:\of\backup\mrad\us\ndgn\11172930.001

MISS DIG NUMBER: \_\_\_\_\_  
 CALLED IN BY: \_\_\_\_\_ ON: \_\_\_\_\_  
 DESIGN FILE NAME: 11172930.001  
**T R S 33 06 36**

5

**JOB PURPOSE STATEMENT**

STREET LIGHTING - MV CENTER SUSPENSION PROGRAM  
 - REPLACE 175 MV W/BRACKED 54 LED -

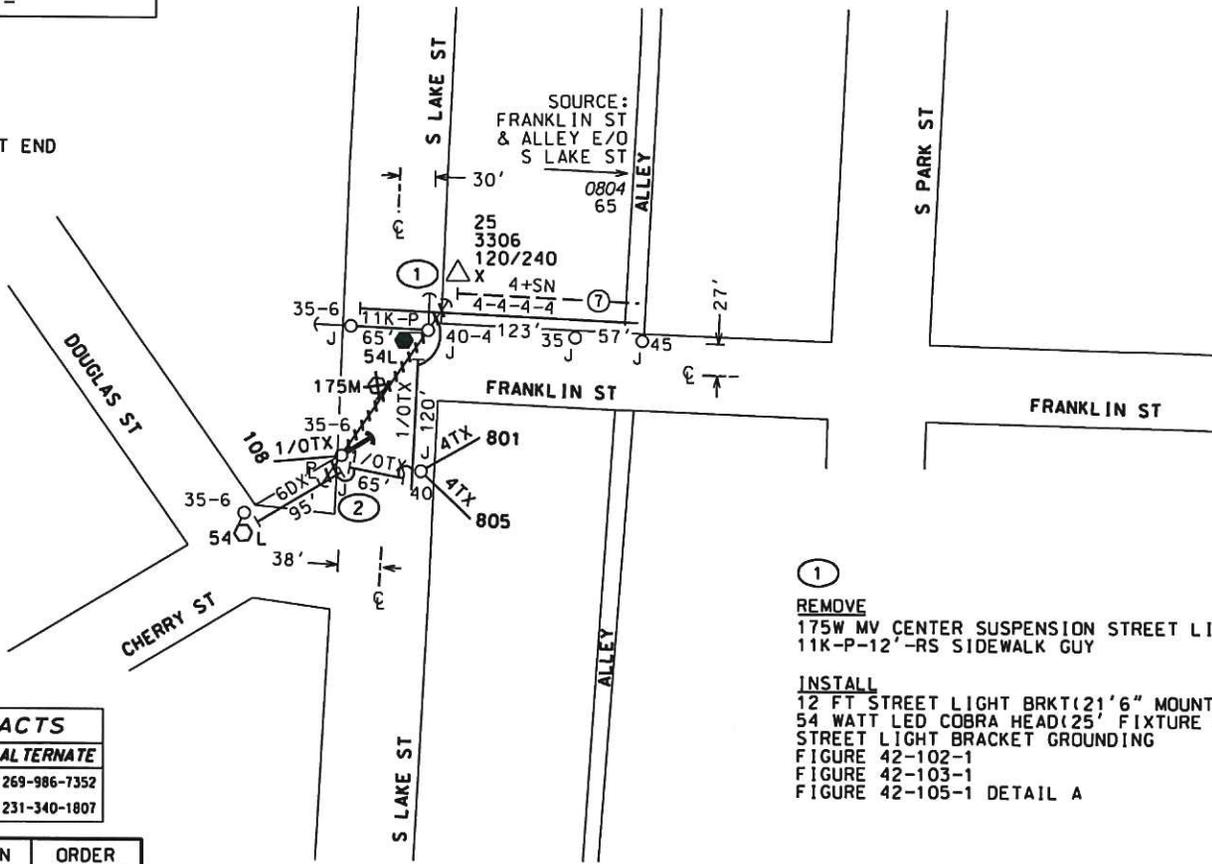


CHARLEVOIX CO  
 BOYNE CITY  
 T33 R06 SEC.35

②  
 REMOVE  
 CENTER SUSPENSION STREET LIGHT END  
 11K-P-20'-RS

INSTALL  
 11K-P-5'-RS  
 FIGURE 22-405-1 DETAIL A

MISS DIG System, Inc.  
 1-800-482-7171



①  
 REMOVE  
 175M MV CENTER SUSPENSION STREET LIGHT  
 11K-P-12'-RS SIDEWALK GUY

INSTALL  
 12 FT STREET LIGHT BRKT(21'6" MOUNTING HEIGHT ON POLE)  
 54 WATT LED COBRA HEAD(25' FIXTURE HEIGHT ABOVE RD)  
 STREET LIGHT BRACKET GROUNDING  
 FIGURE 42-102-1  
 FIGURE 42-103-1  
 FIGURE 42-105-1 DETAIL A

**CONSUMERS ENERGY CONTACTS**

DEPARTMENT	NAME	NUMBER	ALTERNATE
COORDINATOR	KRISTEN GREENWOOD	269-969-8521	269-986-7352
DESIGNER	JON APITZ	231-582-8303	231-340-1807

ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ESIC	STV	1053857017	11169252	

ORDER NUMBER

**-CONSTRUCTION CERTIFICATION-**

Work was constructed as Engineered or Changed as Indicated.  
 All Salvageable Material Was Returned to Stores.

Signed \_\_\_\_\_ in Direct Charge of Work

Dates: Started \_\_\_\_\_ Completed \_\_\_\_\_

MISS DIG NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

STAKED  YES  NO

TREES  YES  NO

TLM NUMBER # OF RODS OHMS  
 3306353306



A CMS Energy Company ELECTRIC

DESIGNED BY JAPITZ1 DATE 08/26/20  
 APPROVED BY DATE  
 SHEET 01 OF 01 SCALE 1"=100'

S LAKE ST AND FRANKLIN ST ESIC STV

For: CITY OF BOYNE CITY CM NO. 100005998396  
 S LAKE ST AND FRANKLIN ST

ORDER TYPE	MAINTENANCE ACTIVITY TYPE	DESIGN NUMBER
ESIC	STV	11169252

SUBSTATION BOYNE CITY WD NO. 0526  
 CIRCUIT BOYNE CITY CKT NO. 01 LCP NO. 0804

ELECTRIC CAD TITLE BLOCK (11x17) 10-30-2008

SHEET B

9/1/2020 4:17:34 PM C:\of\backup\wred\ustn\dgn\11169252.001

MISS DIG NUMBER: \_\_\_\_\_  
 CALLED IN BY: \_\_\_\_\_ ON: \_\_\_\_\_

DESIGN FILE NAME: 11169252.001  
 T R S 33 06 35

**JOB PURPOSE STATEMENT**

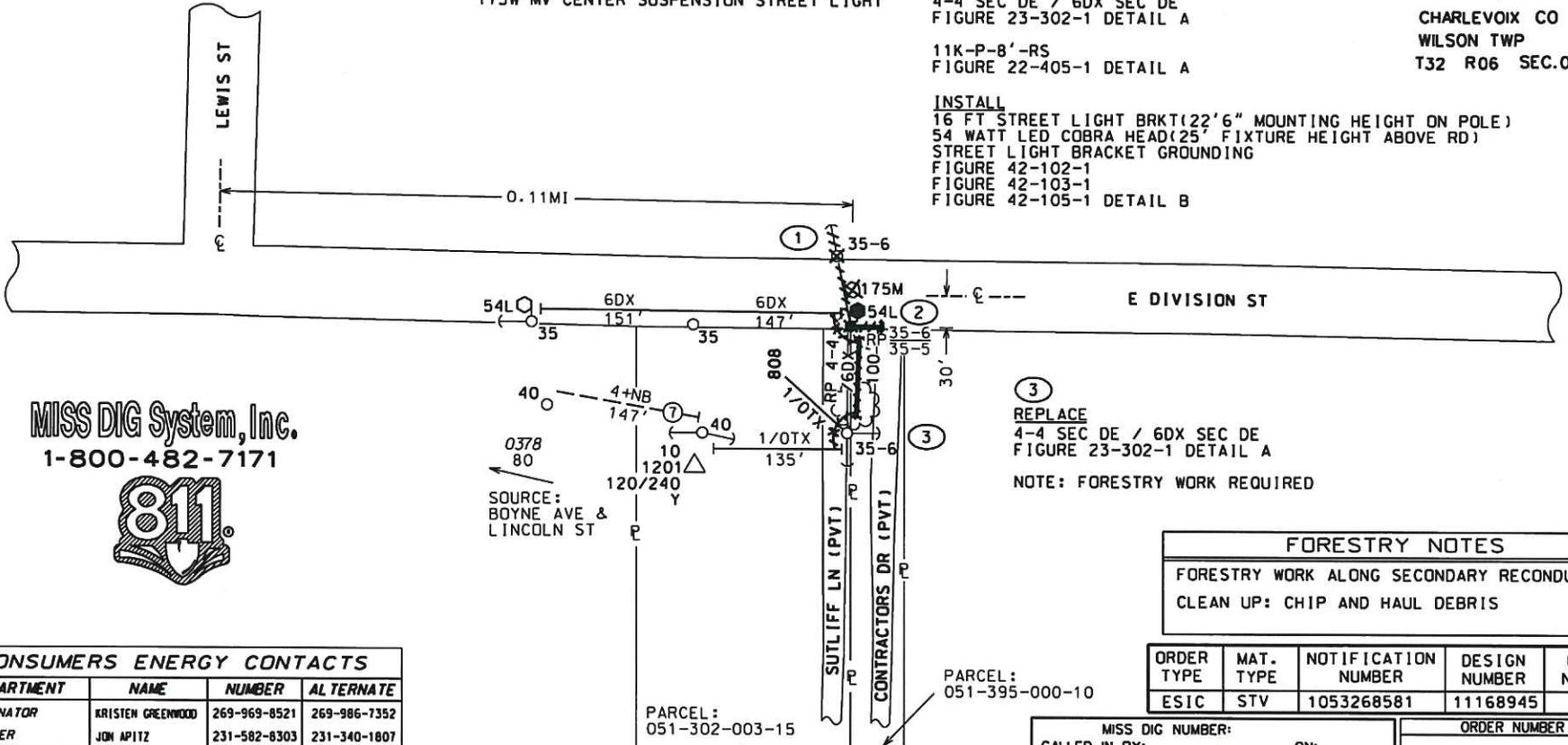
STREET LIGHTING - MV CENTER SUSPENSION PROGRAM  
- REPLACE 175 MV W/BRACKED 54 LED -

①  
**REMOVE**  
35-6  
11K-P-10'-RS  
175W MV CENTER SUSPENSION STREET LIGHT

②  
**REPLACE**  
35-6 / 35-5 (7' SETTING DEPTH)  
6DX SEC DE  
4-4 SEC DE / 6DX SEC DE  
FIGURE 23-302-1 DETAIL A  
  
11K-P-8'-RS  
FIGURE 22-405-1 DETAIL A

**INSTALL**  
16 FT STREET LIGHT BRKT(22'6" MOUNTING HEIGHT ON POLE)  
54 WATT LED COBRA HEAD(25' FIXTURE HEIGHT ABOVE RD)  
STREET LIGHT BRACKET GROUNDING  
FIGURE 42-102-1  
FIGURE 42-103-1  
FIGURE 42-105-1 DETAIL B

CHARLEVOIX CO  
WILSON TWP  
T32 R06 SEC.02



MISS DIG System, Inc.  
1-800-482-7171



③  
**REPLACE**  
4-4 SEC DE / 6DX SEC DE  
FIGURE 23-302-1 DETAIL A  
  
NOTE: FORESTRY WORK REQUIRED

**FORESTRY NOTES**  
FORESTRY WORK ALONG SECONDARY RECONDUCTOR  
CLEAN UP: CHIP AND HAUL DEBRIS

**CONSUMERS ENERGY CONTACTS**

DEPARTMENT	NAME	NUMBER	ALTERNATE
COORDINATOR	KRISTEN GREENWOOD	269-969-8521	269-986-7352
DESIGNER	JON APITZ	231-582-8303	231-340-1807

ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ESIC	STV	1053268581	11168945	

**-CONSTRUCTION CERTIFICATION-**  
Work was constructed as Engineered or Changed as Indicated.  
All Salvageable Material Was Returned to Stores.

Signed \_\_\_\_\_ in Direct Charge of Work  
Dates: Started \_\_\_\_\_ Completed \_\_\_\_\_

MISS DIG NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

STAKED	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
TREES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
TLM NUMBER	# OF RODS	OHMS
3206021201		

**Consumers Energy**  
A CMS Energy Company **ELECTRIC**

DESIGNED BY: JAPITZ1  
DATE: 08/26/20

APPROVED BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

SHEET 01 OF 01  
SCALE: 1"=100'

E DIVISION ST, BOYNE CITY ESIC STV		
For: CITY OF BOYNE CITY E DIVISION ST		CM NO. 10005998398
SUBSTATION BOYNE CITY	WD NO. 0526	ORDER TYPE ESIC
CIRCUIT BOYNE CITY	CKT NO. 01	MAINTENANCE ACTIVITY TYPE STV
	LCP NO. 0378	DESIGN NUMBER 11169255



A CMS Energy Company

**CEM Support Center**

Consumers Energy, CEM Support Center, Lansing Service Center, Rm. 122, 530 W. Willow St., P.O. Box 30162 Lansing, MI 48909-7662

October 1, 2020

NOTIFICATION #:  
1053857044

CITY OF BOYNE CITY  
319 N LAKE ST  
BOYNE CITY, MI 49712-2109

REFERENCE: MICHIGAN AVE (C56) AND N LAKE ST, BOYNE CITY

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

Enclosed for approval and signature is the original Authorization for Change and Resolution covering the replacement and/or installation of streetlight(s). You are responsible for the final restoration.

The estimated cost for your energy request is as follows:

Non Refundable Agreement for Installation of Electric Facilities:

Winter Construction Costs:	\$	-
Installation Charge:	\$	-
Additional Costs		
<b>Total Estimated Cost:</b>	<b>\$</b>	<b>-</b>
Less Prepayment Received:	\$	-
<b>Total Estimated Cost Due:</b>	<b>\$</b>	<b>-</b>

Please sign and return the original Authorization for Change and Resolution in the enclosed self-addressed envelope or email to: POBoxCEServiceRequest@cmsenergy.com. Payment in full is required before the installation can be scheduled for construction.

Please review all attached materials carefully and direct inquiries for your request to:

Daniel Hoeksema at 517-513-9725

**RESOLUTION**

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of BOYNE CITY, dated 7/1/2016, in accordance with the Authorization for Change in Standard Lighting Contract dated 9/15/2020,

heretofore submitted to and considered by this  commission  council  board ;and

RESOLVED, further, that the \_\_\_\_\_ Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN  
COUNTY OF Charlevoix

I, \_\_\_\_\_, Clerk of the City of BOYNE CITY, do hereby certify that the foregoing resolution was duly adopted by the  commission  council  board of said municipality, at the meeting held on \_\_\_\_\_.

\_\_\_\_\_

Dated:

Municipal Customer Type: City

\_\_\_\_\_

GENERAL UNMETERED EXPERIMENTAL LIGHTING RATE GU-XL

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	MICHIGAN AVE AND N LAKE ST



**AUTHORIZATION FOR CHANGE IN  
STANDARD LIGHTING CONTRACT  
(COMPANY-OWNED) FORM 547**

Contract Number: 100000278877

Consumers Energy Company is authorized as of 9/15/2020, by the City of BOYNE CITY, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of BOYNE CITY, dated 10/1/2012.

Lighting Type:

General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge

Notification Number(s):

1053857044

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/1/2012 shall remain in full force and effect.

City of BOYNE CITY

By:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed)

Its

\_\_\_\_\_  
(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

11

**CITY OF BOYNE CITY**

To: Michael Cain, City Manager  
From: Tim Faas, Director of Public Works   
Date: October 8, 2020  
Subject: **Tree Removal & Trimming Contract  
Change Order Recommendation**



---

**BACKGROUND:**

Each year the Public Works Department has a list of locations where trees located in the public right-of-way require removal and/or trimming. Routinely maintaining the trees reduces the liability the City has along our streets. For the seventh consecutive year, the 2020 Contract was awarded to All Aspects Forestry LLC in an amount not-to-exceed \$25,000 based on the tree quantities provided by the City (44 in total) and my estimate of the required hours.

After the award of the contract, an additional 12 trees were added to the tree removal list as these trees were damaged during July and August following high winds. Once the removals were mostly completed by September, the Contractor informed me that the hours spent on the contract to date had reached 90 hours, or about \$22,500 of the original contract of \$25,000.

Together with the Contractor, I have estimated the costs for the remaining work (additional removals, trimming, stump removal and restoration) to be roughly \$18,125 as summarized on the attached spreadsheet.

Due to the deferral of over \$265,000 in road improvement projects this year, there is more than sufficient funds included in the 2020/2021 budget and the costs would be charged to the following accounts: #202-463-819.000 (Major Roads – Tree Maintenance & Replacement); and #203-463-819.000 (Local Roads – Tree Maintenance & Replacement).

**RECOMMENDATION:**

It is my recommendation that the City Commission approve a change order amending purchase order #5700 with All Aspects Forestry for the 2020/2021 Street Removal and Trimming work in an amount not-to-exceed an additional \$18,125. Further, I would recommend the City Manager to execute the amended purchase order.

**OPTIONS:**

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

Encl: 2020 Tree Trimming & Removal Budget

## 2020 Tree Removal & Trimming Budget

Component	Number	Hours	Hourly Rate	Total
Removals (Planned) *	44	90.00	\$250	\$22,500
Removals (Projected) *	56	120.00	\$250	\$30,000
<b>Extra Work</b>	<b>12</b>	<b>30.00</b>		<b>\$7,500</b>
Stump Removals (Planned)	32	15.00	\$250	\$3,750
Stump Removals (Projected) *	42	21.00	\$250	\$5,250
<b>Extra Work</b>	<b>10</b>	<b>6.00</b>		<b>\$1,500</b>
Trimming (Planned)	7	20.00	\$225	\$4,500
Trimming (Projected)	7	20.00	\$225	\$4,500
<b>Extra Work</b>	<b>0</b>	<b>0.00</b>		<b>\$0</b>
Restoration (Planned)	32	10.00	\$225	\$2,250
Restoration (Projected) *	42	15.00	\$225	\$3,375
<b>Extra Work</b>	<b>10</b>	<b>5.00</b>		<b>\$1,125</b>

Total Awarded = \$25,000

Total Planned = \$33,000

Total Projected = \$43,125

**Total Extra Work = \$18,125**

\* means additional trees were reported after award of the contract that posed a serious safety risk

**CITY OF BOYNE CITY**

**To:** Michael Cain, City Manager   
**From:** Mark Fowler, W/WW Superintendent  
**Date:** 10/5/2020  
**Subject:** River Mouth Pump Replacement

---

**Discussion**

Back in August one of the Pumps at the River Mouth pump station failed during an electrical storm. We had an electrician look at it and the probable cause of the failure was an electrical surge during the storm. We requested quotes from Jett Pump and Professional pump to present to the City's Insurance Company. We received the two quotes and forwarded them to the Insurance Company. Part of the quote included a new check valve and some replacement piping that would not be included in the insurance claim.

The Quotes are: Jett Pump - \$25,310.12  
Professional pump - \$20,855.00

Those prices are for the pump, and labor to install the pump, the check valve and piping.

The Insurance Company approved our claim. They will pay for the cost of the pump and the pump installation from Professional Pump, but not for the check valve and piping. The pump is \$10,067.00. The installation for the pump is \$9,160. The check valve and pipe materials and installation are \$1,628.00. The City will be responsible for \$1,628.00 of the total \$20,855.00. The pump has a 5 year warranty.

**Recommendation**

I recommend that the commission authorize the City Manager sign the P.O. to purchase the pump from Professional Pump and have them proceed with the installation.

Options:

- 1) Approve the Recommendation
- 2) Deny the request
- 3) Postpone for further consideration
- 4) Other options as determined by the City Commission

**CITY OF BOYNE CITY**

**To:** Michael Cain, City Manager   
**From:** Mark Fowler, W/WW Superintendent  
**Date:** 10/06/20  
**Subject:** F-250 Pick-up

---

**Discussion**

The Water/Wastewater department is in need of a new pick up to replace the 2009 gray truck. It has 128,547 miles on it. Keep in mind that our trucks generate a lot more hours per mile than personal vehicles. We had budgeted \$32,000 for its replacement this year.

Several months ago the City solicited quotes for the replacement of a pick-up truck for the DPW department.

Two quotes were received. One was from Signature Ford in Owosso which holds the state-wide Ford purchasing contract. The second Quote was from Bob Mathers Ford. The lowest priced quote was furnished by Bob Mathers Ford of Boyne City.

Seeing that the City had just been through the quote process several months ago and Bob Mather's had been the lowest bid I asked him for an updated quote for the same F-250 pick-up.

Bob Mathers provided a quote for a 2021 F-250 ¾ ton pick-up in the amount of \$28,714.84. The price increased by \$1,724.00. The quote last time was for a 2020 F-250 ¾ ton pick-up.

**Financial**

There is money in the budget for this. We budgeted \$32,000.00 The replacement of this truck is included in this year's Capital Improvement Program (CIP)

**Recommendation**

It is my recommendation that the City Commission award a Purchase Order for a 2021 Ford F-250 Pick-up Truck to Bob Mathers Ford of Boyne in an amount not-to-exceed \$28,714.84 and that the City Manager be authorized to execute the documents.

**Options:**

- 1) Approve the Recommendation
- 2) Deny the request
- 3) Postpone for further consideration
- 4) Other options as determined by the City Commission



October 1, 2020



T3 P1478 \*\*\*\*\*AUTO\*\*ALL FOR AADC 496  
City of Boyne City  
319 N. Lake St.  
Boyne City, MI 49712-2109



Dear Franchise Official:

Spectrum Mid-America, LLC ("Charter"), locally known as Spectrum, is making its customers aware that effective on or after October 31, 2020, customer bill statement dates and payment due dates will be changing.

Customers are being notified of these changes via three separate message tactics: (1) bill message, (2) bill advertisement insert, and (3) a follow up bill statement message. If customers use our AutoPay feature, a customer's payment date will be the same as the due date.

If customers pay by credit card, the date the credit card is charged may change in accordance with the customer's new due date, so customers may need to make adjustments with their financial institutions to account for the date changes.

Should you have any questions about the above changes, please feel free to contact me at (906) 553-7866.

Sincerely,

Joan Movrich  
Manager, Charter State Government Affairs, Michigan  
Charter Communications

# FREE DRIVE-THRU TESTING

TESTING IS FREE OF CHARGE AND AVAILABLE FOR ANY  
**MICHIGAN RESIDENT REGARDLESS OF SYMPTOMS.**  
DOCTOR'S REFERRAL IS NOT NEEDED. RESULTS WILL BE  
AVAILABLE VIA ONLINE PORTAL, AND ANY INDIVIDUAL WITH  
A POSITIVE TEST RESULT WILL BE CALLED BY THE HEALTH  
DEPARTMENT OF NORTHWEST MICHIGAN.



**MONDAY, OCTOBER 12, 2020**

12:30-5PM

EMMET COUNTY FAIR GROUNDS

1129 CHARLEVOIX AVENUE

PETOSKEY, MI

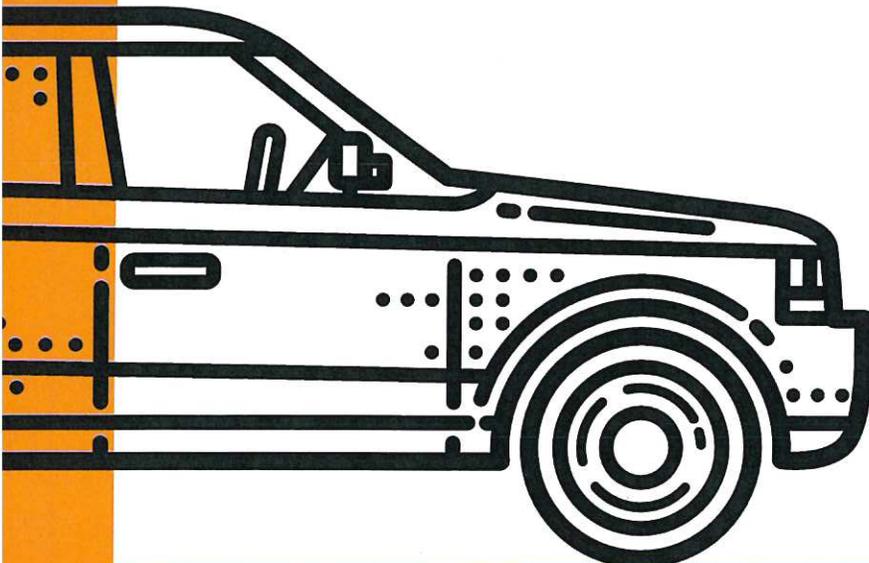
**THURSDAY, OCTOBER 15, 2020**

12:30-5PM

CITY HALL

319 NORTH LAKE STREET

BOYNE CITY, MI



**HEALTH  
DEPARTMENT**  
of Northwest Michigan

**1-800-432-4121**



Approved \_\_\_\_\_

**MEETING OF  
September 1, 2020**

MINUTES OF THE **BOYNE CITY ECONOMIC DEVELOPMENT CORPORATION**  
MEETING DULY CALLED AND HELD ON TUESDAY, September 1, 2020 virtually via  
Zoom.

**CALL TO ORDER**

Chair Gillett called the meeting to order at 12:02 p.m.

**ROLL CALL**

Present: Pat Anzell, Kelly Bellant, Michael Cain, Michelle Cortright, Pete  
Friedrich, Ralph Gillett and Josette Lory  
Absent: Drew May

**MEETING ATTENDANCE**

Staff: Recording Secretary Jane Halstead, Assistant Planner Patrick Kilkenny  
Public: None

**MINUTE APPROVAL  
MOTION**

**Cain moved, Friedrich seconded, PASSED UNANIMOUSLY** to approve the  
minutes of July 13, 2020.

**HEARING CITIZENS  
PRESENT**

None.

**CORRESPONDENCE**

City Manager Cain reported that there are three potential sales for sites in  
the Business Park. Brook Walsh of Northern Escapes is interested in lots 3  
and 4 of the Park. He is currently owns lot 2 and is looking for space for  
future expansion. Walsh also inquired on the possibility of second story  
housing in the Park. The Board discussed potential second story housing for  
seasonal workers and were receptive to the idea. Storage units are not  
permitted in the Business Park and there are restrictions on outdoor storage.  
There is plenty of water and sewer capacity in the Business Park to  
accommodate new business. The City Attorney is working on the sales  
agreement.

**UNFINISHED BUSINESS  
PARK INQUIRES**

Sale of lot 3 and 4 in  
Business Park  
**MOTION**

**Cortright moved, Anzell seconded, PASSED UNANIMOUSLY** to recommend  
to the City Commission the sale of lots 3 and 4 in the Business Park to Brook  
Walsh of Northern Escapes as outlined in the term sheet, incorporating  
comments made by the Economic Development Board regarding not allowing  
storage units and outdoor storage.

Sale of Newly Acquired Property in Business Park

There is strong interest in the property most recently acquired by the Business Park adjacent to Northern Logistics. An unnamed party wants to build a 210,000 square foot facility for a business that will employ approximately 150 to 200 people. They will provide the needed infrastructure at their expense and would like to start construction in the fall or spring. There are still MDOT and other issues that need to be addressed.

**Friedrich moved, Cortright seconded, PASSED UNANIMOUSLY** to recommend the sale of 22.002 acres located south of the pathway and a 4.5 acre triangle northeast of the pathway in the Business Park as outlined in the term sheet and encourage the use of the Phase 1 water removal system to reduce the use of retention ponds.

Purchase of Lot 5 Adjacent to IMI

Pete Friedrich and Josette Lory excused themselves from this portion of the meeting due to a conflict of interest – both are employees of IMI.

IMI is planning a major expansion and is interested in acquiring lot 5 which is adjacent to their current location. Lot 5 was given to the City by IMI (Bud Shear) years ago. The Board discussed and agreed the lot should be given back to IMI rather than sold to them. The Board also agreed that the City should be reimbursed for the lost tax revenue and fees incurred on when transferring the property.

**Cortright moved, Anzell seconded, PASSED UNANIMOUSLY** to return lot 5 of the Business Park which was donated to the City, back to IMI subject to reimbursement of tax losses and associated fees which were incurred when transferring the property.

Board Terms

There is one vacancy on the EDC Board due to Marilea Grom's resignation. It is unknown whether Drew May wishes to remain on the Board. Mike Cain will make contact with Drew to find out his intentions. This item will be tabled until the next meeting.

**NEW BUSINESS**

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None.

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**GOOD OF THE ORDER**

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None.

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**ANNOUNCEMENTS**

The next regular meeting of the EDC is scheduled for November 9, 2020.

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**ADJOURNMENT**

The September 1, 2020 Economic Development Corporation meeting was adjourned at 1:04 p.m.

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Jane Halstead, Recording Secretary



Approved: \_\_\_\_\_ -

**MEETING OF  
September 1, 2020**

MINUTES OF THE **BOYNE CITY LOCAL DEVELOPMENT FINANCE AUTHORITY**  
MEETING DULY CALLED AND HELD ON Tuesday, September 1, 2020 held virtually  
via Zoom.

**CALL TO ORDER**

Chair Gillett called the meeting to order at 1:04 p.m.

**ROLL CALL**

Present: Pat Anzell, Kelly Bellant, Michael Cain, Michelle Cortright, Pete Friedrich  
Absent: Josette Lory (left following EDC meeting due to time constraints), Drew May

**MEETING ATTENDANCE**

Staff: Recording Secretary Jane Halstead, Assistant Planner Patrick Kilkenny  
Public: None

**APPROVAL OF MINUTES  
MOTION**

**Cortright moved, Cain seconded, PASSED UNANIMOUSLY** to approve the July 13,  
2020 minutes with a spelling correction.

**HEARING CITIZENS  
PRESENT**

None.

**CORRESPONDENCE**

None.

**UNFINISHED BUSINESS  
Business Park Sign**

The Business Park Sign is still being worked on. There will be an update in  
November.

**Board Terms**

Kelly Bellant and Josette Lory's terms expired on 3-11-2020.

**Freidrich moved, Cain seconded, PASSED UNANIMOUSLY** to recommend to the  
City Commission the re-appointment of Kelly Bellant and Josette Lory to the Local  
Finance Authority Board for terms ending 3/11/2024.

**NEW BUSINESS**

None.

**GOOD OF THE ORDER**

Michelle Cortright inquired how everyone was doing during this time. General  
consensus was that business was good and running at full capacity. Employees are  
needed.

**ANNOUNCEMENTS**

The next meeting of the Local Development Finance Authority is scheduled for  
November 9, 2020.

**ADJOURNMENT**

The September 1, 2020 meeting of the Local Development Finance Authority was adjourned at 1:23 p.m.

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Pete Friedrich, LDFA Secretary

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Jane Halstead, Recording Secretary



Approved: \_\_\_\_\_

Meeting of  
September 3, 2020

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING  
HELD ON THURSDAY, SEPTMEBER 3, 2020 at 8:30 AM VIA ZOOM MEETING

**Call to Order**

Chair Rob Swartz called the meeting to order at 8:30 a.m.

**Roll Call**

Present: Jodie Adams, Anna Burkhart, Michael Cain, Michelle Cortright, Patti Gabos, Bob Grove and Rob Swartz

Absent: None.

**Meeting Attendance**

City Staff: Executive Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planner Patrick Kilkenny, Main Street Assistant Jennifer Crites

Public: Five

\_\_\_\_\_  
Jennifer Crites, the new Administrative Assistant for Boyne City Main Street introduced herself to the Board.

**Approval of Minutes  
MOTION**

\_\_\_\_\_  
**Cain moved, Adams seconded, PASSED UNANIMOUSLY**, to approve the August 6, 2020 minutes as presented.

**Hearing Citizens Present**

\_\_\_\_\_  
None.

**Correspondence**

\_\_\_\_\_  
None.

**Committee Reports**

**Organization Committee**  
Minutes received and filed.

**Promotion Committee**  
The August meeting was cancelled.

**Design Committee**  
The August meeting was cancelled.

**Economic Vitality/Team Boyne**  
The Economic Vitality group has been meeting every Thursday. Topics of discussion include how to help businesses during this socially distant time and brainstorming for ideas for winter.

Team Boyne had Steve Schnell as a speaker. He gave an update on the ongoing housing creation efforts. The group also discussed the transition from the summer to winter economy.

### **Theater**

A marquee company from Midland took a look at the theater marquee and thought it looked like it was in pretty good shape. They will get Kelsie information on renovating it. Kelsie has been in touch with the people who renovated the Manistee Theater.

## **Director's Report**

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Main Street America has announced that the 2020 GAMSAs award will be awarded virtually on October 30<sup>th</sup>, 2020 at the Historic Trust Conference. Members of the Board feel the announcement should be postponed until the spring conference. The fall announcement date is too close to the November election and will get buried with all the other news. In addition, will not have the same audience as the spring conference. It was decided the City Manager Michael Cain will author a letter to National Main Street addressing the Board's concerns.

**Cortright moved, Adams seconded, PASSED UNANIMOUSLY** to approve sending Main Street America a letter written by City Manager Michael Cain and signed by Chair Rob Swartz stating the reasons the Boyne City Main Street Board is unhappy with the October 30<sup>th</sup>, 2020 virtual announcement of the GAMSAs award.

## **Unfinished Business**

### **TIF Renewal**

#### **TIF Renewal**

Mac McClelland of Mac Consulting services will be getting information to the Board shortly regarding the TIF renewal and a walking tour through the district will be scheduled.

## **New Business**

### **Michigan Main Street Check-In**

#### **MMS Check-In**

Michigan Main Street staff were on hand to provide an update and answer questions. Laura Krizov, Michigan Main Street Manager asked how things were going during this challenging time. General consensus was that Boyne was moving ahead despite obstacles. The Pavilion renovation was completed, the theatre purchase took place, the bike trail to Boyne Falls was completed and is very popular, EV charging stations will be installed by fall etc. Leigh Young, Main Street Specialist, shared that MMS launched an updated website in May which includes strategies to utilize during the pandemic. Joe Frost, Main Street Specialist has been brainstorming with Winter Cities Institute to come up with fresh ideas.

### **Board Appointments**

## **Board Appointments**

Consideration to recommend to the City Commission the appointment of James Richman to the Main Street Board for a partial term expiring 1/18/2021 and Adam Graef to the Main Street Board for a partial term expiring 1/18/2022.

Two positions are available due to the resignations of Becky Harris and Patrick Little.

**MOTION**

**Cortright moved, Adams seconded, PASSED UNANIMOUSLY** to recommend to the City Commission the appointment of James Richman to the Main Street Board for a partial term expiring 1/18/2021 and Adam Graef to the Main Street Board for a partial term expiring 1/18/2022.

**Boyne Thunder  
Coordinator Position**

**Boyne Thunder Event Coordinator Position**

Consideration to approve the creation of a Boyne Thunder Event Coordinator position at a rate of \$7,500 per year as recommended by the Organization Committee.

Bob Alger resigned as the Chair of the Boyne Thunder Committee and a replacement is needed. The Organization Committee has recommended that a paid contract position be created and the rate was determined based on the estimated hours required for the job. This position will in no way eliminate the need for a large amount of volunteers for the Boyne Thunder Event.

**MOTION**

**Adams moved, Gabos seconded, PASSED UNANIMOUSLY** to approve the creation of a Boyne Thunder Event Coordinator position at a rate of \$7,500 per year as recommended by the Organization Committee.

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Michelle Cortright left the meeting at 9:49 a.m.

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**Financial Report**

**Financial Report Review**

The Financial Report was received and filed.

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**Good Of The Order**

- The EV charging stations should be up and running by October.
- The dead tree in Sunset Park has been removed.
- The waterfront is getting hammered by the high water. Lake Street Bridge and the adjacent sidewalk may need some repair work. The road in Veteran's Park is also flooding.
- Welcome to Jennifer Crites!

The September 3, 2020 meeting of the Boyne City Main Street Board was adjourned at 9:56 a.m.

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Jane Halstead, Recording Secretary



Approved:

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**Meeting of  
September 10, 2020**

RECORD OF THE PROCEEDINGS OF THE **REGULAR BOYNE CITY PARKS AND RECREATION COMMISSION MEETING** HELD AT 5:00 P.M. AT ROTARY PARK ON TUESDAY, SEPTEMBER 10, 2020.

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**Call to Order**

Meeting was called to order by Chair Sheean at 5:04 p.m.

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**Roll Call**

Present: Mike Sheean, Greg Vadnais, Tom Smith, Diane Sterling, Rob Weick, and Hugh Conklin

Absent: Lisa Alexander and Heather Huffstutler

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**\*\*MOTION**

**Sterling moved, Conklin seconded, PASSED UNANIMOUSLY** to excuse the absence of Alexander

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**Meeting Attendance**

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

Public Present: Five (5)

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

**Conklin moved Sterling seconded, PASSED UNANIMOUSLY** to approve the May 19, 2020 and August 13, 2020 meeting minutes

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

Mason Vadnais asked if the City / Parks & Recreation would consider the idea of a skate park in Boyne City. Chair Sheean explained that it had been discussed several years ago and there were the start of plans but it never gained much traction. The general consensus of the board was that it was worth revisiting. A subcommittee was formed to do some research of current cost, past proposals and previous conversations at Parks & Recreation and City Commissions. Brooks to provide past meeting minutes and other prior documents.

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**Director's Report**

In addition to the written report provided in the agenda packet Faas mentioned the drawings for John St. and Lakeshore Dr. have been finalized. He also opened up the discussion regarding electric bike (e-bikes / pedal assist) allowance on the non-motorized trails. There are three different classifications of bikes that have three different maximum top end speeds. Two of which are pedal assist and the third doesn't require pedaling. There were concerns about the speed of the e-bike that doesn't require pedal assist. At this time the City's stance is that e-bikes will be allowed on the paved non-motorized trails but not allowed on the trails at Avalanche or Boyne Forrest.

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**Correspondence**

None

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

**Park Inspection Reports –**

1. Archery targets were up
2. Avalanche trails have been busy with multiple uses
3. Peninsula Beach looked good
4. Dog Park heavily used, the low area is extremely muddy

Smith reported the TOMMBA map & sign at the top of Avalanche along the ridge as missing. Conklin mentioned TOMMBA was replacing the signs due to animal damage.

**User Groups –** Michele Carter updated the board on the status of the dog park proposed agility area. The area has been graded and fencing ordered. Due to the effects of Covid-19, the donation of recycled turf grass could not be secured from the original vendor. Carter has been in contact with other vendors and has found someone willing to negotiate a price for used turf but has not been successful in finding someone willing to donate the material. Carter expressed concern about losing momentum for the project, losing the Charlevoix County Community Foundation grant that was received and the original \$10,000 donor has been asking for a status update. The general consensus of the board is that the dog park user group has done their due diligence in raising all of the funds to create what we have and that the City should make a financial investment to continue to move the project along. **Conklin moved, Sterling seconded, PASSED UNANIMOUSLY** to recommend spending up to \$8,000 to purchase and install recycled turf grass in the new agility area at the dog park.

**\*\*MOTION**

**Unfinished Business**

**Avalanche Signage**

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With a few minor tweaks, the general consensus of the board was for director Faas to move forward with signs as proposed. Faas stated that he was in hopes that the installation would take place during the first week of October.

**New Business**

**Charlevoix County  
Community Foundation  
Enrichment Grant**

**\*\*MOTION**

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The Foundation is offering this grant to focus on community benefit. Faas suggested a grant application to purchase and install signage for and along the Boyne Valley Trail. The board thought this was a good idea to provide trail info, identify parking and trailhead areas, etc. **Conklin moved, Weick seconded, PASSED UNANIMOUSLY** to recommend moving forward with the application.

**Student Board Member**

Charlevoix student Liam Dreyer serves on the Charlevoix’s DDA board and set a goal to initiate a program where students throughout Charlevoix County get more involved in local government. This fits in with Sterling’s suggestion/request to have more student involvement on the Parks & Rec. board. The board is interested in pursuing this. **Weick moved, Vadnais seconded, PASSED UNANIMOUSLY** a motion to recommend the appointment of a student board member to serve on the Parks and Recreation Commission.

**\*\*MOTION**

**Veterans Park Pavilion  
Rental Fees**

**\*\*MOTION**

The board reviewed the recommended fee schedule and felt it was a good starting point. **Conklin moved, Weick seconded PASSED UNANIMOUSLUY** to recommend approval of the proposed Veterans Park fee schedule

**Huffstutler Resignation**

Huffstutler submitted her resignation to the board via email. She was moving and would no longer be a City resident. **Vadnais moved, Smith seconded, PASSED UNANIMOUSLY** to accept the resignation of Heather Huffstutler.

**\*\*MOTION**

**Adjournment**

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The September 10, 2020 regular meeting of the Parks and Recreation Board was adjourned at 6:22 p.m.

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Barb Brooks, Recording Secretary

*Draft*

**Approved:**

**Meeting of  
September 21, 2020**

Record of the proceedings of the Boyne City Planning Commission meeting held via Zoom on Monday September 21, 2020 at 5:00 pm.

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**Call to Order**

Vice Chair Ross called the meeting to order at 5:04 p.m. and discussed the rules and procedures for the Zoom meeting.

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**Roll Call**

Present: Jim Baumann, Larry Chute, Skylar MacNaughton, Tom Neidhamer, Rose Newton, Jeff Ross and Monica Ross  
Absent: Nichole Moblo and Aaron Place

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**Chute moved, M. Ross seconded** to excuse the absence of Moblo and Place

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**Excused Absences  
Motion**

**2020-9-21-2**

Roll Call:  
Ayes: Baumann, Chute, MacNaughton, Neidhamer, Newton, J. Ross and M. Ross  
Nays: None  
Absent: Moblo and Place  
Abstain: None  
Motion Carries

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**Meeting Attendance**

City Officials/Staff: Planning and Zoning Director Scott McPherson, Executive Assistant Barb Brooks and Recording Secretary Pat Haver  
Public Present: Two in attendance via the Zoom platform

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**Consent Agenda  
Motion**

**Neidhamer moved, MacNaughton seconded**, a motion to approve the consent agenda, the Planning Commission minutes from August 17, 2020 as presented.

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**2020-9-21-3**

Roll Call:  
Ayes: Baumann, Chute, MacNaughton, Neidhamer, Newton, J. Ross and M. Ross  
Nays: None  
Absent: Moblo and Place  
Abstain: None  
Motion Carries

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**Citizen comments on  
Non-Agenda Items**

None

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

None

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**Unfinished Business**

None

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**New Business**

**Brook Walsh Preliminary  
Development Review for  
Industrial Park Lots 3 & 4**

Planning Director McPherson gave a brief overview of his staff report. The applicant had shared with staff prior to the meeting that he had a conflict with another meeting, and may not be available for attendance. Due to this fact and that there were no preliminary ideas presented for consideration, the commission, decided to wait until the applicant had an opportunity to share with them his preliminary ideas.

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**Review & discussion  
housing potential in the**

Planning Director McPherson provided in the agenda packets Zoning Ordinance Articles XIII (Regional Commercial / Industrial District RC/ID) and XIV Planned Industrial

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## Industrial Zoning Districts

District (PID) for review and discussion for possibilities of housing opportunities in the Industrial Park. Keeping in mind, any plan changes for the RC district will become effective for the ID district also.

**Steve Schnell: Charlevoix County Housing Ready Program Director** – I want to thank and applaud Boyne City for the efforts in looking at and are willing to help in creating housing opportunities in the area. Annually in Boyne City alone, we could absorb 53 homes that come in under \$225,000 or less and 154 housing units that are for rent at \$800.00 or less. The Industrial Park would be a good place for low impact units relative to industrial uses. Areas that would be attractive were mentioned as along the river front, newly established bike path, and jobs. Young couples or employees are looking for those amenities when trying to determine employment locations. Building attractive high density units for residences could be a priority. There is a market for affordable workforce housing.

### Board Discussion

**Chute** – Are parcels in the Industrial Park at a lower cost than other city parcels and would this be a boon for the developer?

**McPherson** – I am uncertain how the market rate is determined.

**Chute** – I could see housing along the fringes to the Industrial Park with a buffer zone

**McPherson** – Housing would need to be considered as a primary use or an accessory use? A primary residential use in the Industrial Park is not a good idea, but an accessory use as a component of the primary use has some value, like work force/employee housing. To have certain parcels within the park designated as residential only, I don't think that would be the way to go.

**Clute** – I was intending a possible rezoning along the edges of the Industrial Park.

**J. Ross** – Would you clarify the difference between accessory use and conditional use in this discussion.

**McPherson** – Accessory use is designated by right and has to be associated with a primary use. This already allows limited housing for watchmen or caretakers residential options when associated with a business.

**J. Ross** – Is that an amendment to the ordinance that housing is supplemental to the established business?

**McPherson** – It would need to be a part of the business already located on the same property.

**J. Ross** – Then a conditional use would require them to come before the Planning Commission with any development plans.

**McPherson** – Yes

**Neidhamer** – To give you historical perspective, discussion had begun in this area as a possible development site prior to Covid. There are over 1,000 jobs in the Industrial Park and employers are having difficulty filling those jobs because of the lack of housing, transportation, day care and wages. Lexamar, one of the biggest employers was beginning to look at possible plans for building employee housing. The schools have opened up classrooms for 3 and 4 year olds, helping to reduce one of the determining factors for child care. In my opinion, I feel that this is on the right track to encourage housing development.

**Schnell** – I support Scott's assessment that accessory use is more appropriate for housing than conditional use. I would encourage you to look at rezoning parts of the Industrial Park to residential. Possible property transfer deeds with restrictions might be the most appealing way to proceed.

**M. Ross** – I have several issues with housing in the Industrial Park. A few years back when the pellet plant went into production, the residents were in an uproar over the smoke, and now you are looking at the possibility of having residential units in the Industrial Park? Putting houses close to businesses could cause some potential safety

issues. If you tie a residence to a particular business and they pull out, who would govern the rental units then? I don't feel that housing is appropriate in the interior of the Industrial Park, maybe along M75 with the caveat that it be high density housing and not individual homes. Maybe rezone along the river with pleasing aesthetic looking buildings and landscaping.

**Newton** – I emphatically echo Monica's points. Our duties as Planning Commissioners is to look at future uses and not current needs. The Industrial Park has the potential for growth. Yes, we do need housing; make it higher density housing in the residential areas to help eliminate some of the safety issues with having houses in the Industrial Park.

**Neidhamer** – Monica and Rose, would you be opposed to having 2<sup>nd</sup> floor apartments?

**M. Ross** – No, but only for caretakers, not as creative housing for the Industrial Park. The interior of the Industrial Park is not appropriate for housing. Have we looked at working with the developer on the Jefferson Street project for higher density? What about the city owned Moyer property near the DPW facility; there is currently an apartment complex in the area.

**Baumann** – I would like to see or hear what Brook Walsh is thinking about doing development wise. The EDC oversees the Industrial Park, has this concept been brought before that board, and what do they think?

**McPherson** – No this has not been brought before the EDC board. Brook Walsh has not brought forward any plans, he is looking for feedback from the Planning Commission.

**Chute** – I agree with Monica and Rose and am not in favor of housing in the Industrial Park unless it is rezoned along the fringes. Keep the Industrial Park as an Industrial Park.

**Newton** – If you put residential on the second floor of a commercial building, you would have the follow commercial codes, which are highly cost prohibitive.

**Chute** – It sounds like there are multiple other ways to address the housing shortage.

**Neidhamer** – Let's hear from the board overseeing the Industrial Park for their thoughts and perspective.

**McPherson** – I believe that Mr. Brooks will come before you one way or another, and I think that tonight's discussion will be beneficial to him moving forward. He may just decide to bring only the commercial designs to you for consideration. I can't see changing the ordinance based on this discussion anytime soon, may want to reflect on the other comments by possibly changing some of the other districts as other opportunities. Can run this by the EDC/LDFA boards for feedback, staff will get with the City Manager.

## 5 year review of the Master Plan

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Planning Director McPherson discussed the mandatory review of the Master Plan. According to state mandates, the Master Plan must be reviewed every 5 years for updates and/or amendments. Because this is a census year, would it be better to wait for that information in order to incorporate into the chapters where needed? The amendment process is quite lengthy and costly, so to do the amendments at one time would be best. McPherson thought that the census information would be available and distributed in 2021 – 2022 so a thorough review could be done at that time to include that data. With board discussion, it was felt that the goals and objectives were still pertinent along with their sub points. Chapter 3 Future Land Use and Chapter 4 Implementation and Plan Adoption were both overall still accurate; however, for RRC requirements to be met possibly consider a separate document with a listing of potential redevelopment sites in the city that can be reviewed annually and have the document mentioned in the Master Plan. It may be worthwhile to come up with at least 10 sites to consider as some of the sites currently listed have already been developed. Several suggestions to consider for redevelopment were brought up; some of them were privately owned and the owner must be willing to participate in the program. The core downtown is the location that is targeted for redevelopment locations. Questions were brought up about the language changes that have been made in the Zoning Ordinance

this past year. Grammatical corrections and terms can wait until the time the full revisions are done. During this process it would allow for community input at the time of making revisions.

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### Staff Report

- The City Commission has adopted the IMPC and it will become effective September 29, 2020.
- Lakeview Village has received their approval from the State for the additional sites, and staff has been working with them for finalization of the interior sidewalks and landscaping
- Although it is in Wilson Township, wanted to advise that IMI is beginning a major expansion project for additional building space of 37,000 sq. ft. adjacent to their current building. They have reacquired ownership of Lot 5; so possibly may have additional plans in the future.
- October 22<sup>nd</sup> is the date for the upcoming housing summit. This year it will be a virtual event. If you would like to attend, please contact the city front office before this coming Friday to get the “early bird” reduced registration fee

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### Good of the Order

- Chute - What is the status of the Jefferson Street project? The 1<sup>st</sup> reading has already been held with the City Commission, and the 2<sup>nd</sup> reading is scheduled for October 13<sup>th</sup> at 7:00 pm
- Chute - What is the status of their FOIA request? Staff has not had any further contact.
- Chute - Short term rental ordinance, what is the status of those discussions? With no hotel in town homes are being purchased that are second or vacation homes, which is counterproductive to our housing shortage dilemma. The city needs to make this a priority to look into and get developed. There are areas in town that have several vacation rentals within the same block, and that is not appropriate. I personally feel that they are commercial enterprises and that is not allowed within residential areas.
- J. Ross – What is the status of the Lofts on Lake Street? McPherson – They intend to continue to move forward
- Newton – What is the status of the house purchased by Northern Homes on Main Street? McPherson – They are currently obtaining a survey for the lots, to look at exactly what kind of area they have to develop.

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### Adjournment

#### \*\*Motion

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, October 19, 2020 at 5:00 p.m.

**Newton moved, Chute seconded** a motion to adjourn the September 21, 2020 meeting at 6:18 pm

#### 2020-9-21-10

Roll Call:

Ayes: Baumann, Chute, MacNaughton, Neidhamer, Newton, J. Ross and M. Ross

Nays: None

Absent: Moblo and Place

Abstain: None

Motion Carries

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Vice Chair Jeff Ross

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Recording Secretary Pat Haver



Approved: \_\_\_\_\_

**MEETING OF  
September 24th, 2020**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF THE BOYNE  
CITY AIRPORT ADVISORY BOARD** held September 24<sup>th</sup>, 2020.

**CALL TO ORDER**

Chair Richard Bouters called the meeting to order at 5:32 PM followed by the Pledge of Allegiance.

**ROLL CALL**

**Present:** Richard Bouters, Doug Brubaker, Richard Wright. Allen Sturza\*, John Van Etten\*, Leon Jarema\*, Rod Cortright\*

**Excused Absences:** Leon Vercruysee, Brian Harington

*\*Ex Officio Members*

**Staff:** Airport/City Manager - Michael Cain

**Citizens:** Robert Webster

**READING AND  
APPROVAL OF  
MINUTES**

Motion by Doug Brubaker seconded by Richard Wright to approve the August 27<sup>th</sup>, 2020 minutes as written. Motion unanimously passed.

**CORRESPONDENCE**

See *New Business, Airport Support Network (ASN)*

**CITIZENS COMMENTS  
(NON-AGENDA ITEMS)**

None

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

None

**UNFINISHED BUSINESS**

**Airport Capital Improvement Plan (ACIP)** – The Board heard a presentation from Richard Wright pertinent to funding the items listed for action in an Airport Capital Improvement Plan. The first of the main points of the presentation was his Key References. According to Wright, those references are critical to understanding any Federal or State sources of financial aid. Secondly, the National Plan of Integrated Airport Systems (NPIAS) was defined and most critically, *“Before the FAA can consider an airport eligible to receive Federal funds, the airport must be included in the National Plan of Integrated Airport Systems.”* Richard’s Summary and Recommendations were:

- Delay actions towards [developing Boyne’s] ACIP
- Research [the] feasibility of [Boyne’s airport] integration into the NPIAS
- Research availability of State funds outside of NPIAS

- Develop a realistic ACIP based on availability of funds

M. Cain asked the Board to continue prioritizing candidate action items for a future ACIP. Votes were weighted based on number of votes times a voter’s priority ranking between one and eleven. In order, the results are:

1. Rehabilitate Runway
2. Runway Approach Obstruction Clearance - West End
3. Runway Approach Obstruction Clearance East End
4. Rehabilitate Taxiways
5. Recalculate Displaced Runway Threshold East End
6. Parallel Taxiway West Phase
7. Parallel Taxiway East Phase
  - Security Fencing
  - Land Acquisition - East End
  - Land Acquisition - West End
8. Update Airport Layout Plan

Each action item received a weighted score of 34

**Trailhead Update** – From Michael Cain; the American Disabilities Act (ADA) terminal access ramp is nearly complete. The Boyne City Department of Public Works has cleared an access path adjoining the airport terminal parking lot to the Boyne City/Boyne Falls Non-Motorized trail off of Lagoon Trail. The aviation fuel pump controls inside the terminal building have been relocated from the south side of the building to the north side near the main access door.

**Airport Terminal Building Fencing** – Richard Bouters relayed information from his discussion with DPW employee Mike Peterson regarding building materials for the project. As an alternative to a wooden fence Robert Webster suggested large boulders may serve the same purpose while simultaneously avoiding the need for maintenance upkeep.

**Jet Fuel** – In response to a jet fuel offering question at the September AAB Meeting R. Bouters presented a previously completed comprehensive white paper he drafted for presentation at a previous Board meeting. Bouter’s presentation provides alternative options for fuel truck leasing and an above ground jet fuel storage system. Listing pros and cons for each alternative, Richard’s paper also highlights environmental, economic and logistics issues. Two other ideas were floated at the September meeting. One, to survey operators of turbine aircraft who are repeat users of the Boyne City Airport about the likelihood of their purchase of jet fuel at Boyne and two; research the possibility of wholesale jet fuel providers aiding Boyne with jet fuel start-up costs, logistics and planning. Bouters committed to a follow-up action for the survey and wholesale jet fuel providers.

**Runway Crack Sealing** – M. Cain relayed City of Boyne City Commissioners authorization of \$15,000 for runway crack sealing. Actual runway crack repairs were \$9,000.

**Other** – R. Wright made a motion to accept Mr. Robert Webster as an ex officio member of the Boyne City Airport Advisory Board. Motion seconded by Doug Brubaker and unanimously passed.

## NEW BUSINESS

### **Airport Conference Take-Aways** (Richard Wright) –

- Snow Fence – Participants encouraged airport operators to experiment with airfield snow fences as a defense against drifting snow on airport movement areas.
- County Sherriff Work Details – Gaylord airport manager, Matt Barresi, relayed his successful removal of weed/tree airport fencing over-growth by employing local law enforcement (community service) work details.
- Michigan Airport (MAP) meeting. Meeting moderators explained that a few airport managers could not participate in the *Zoom* conference because they were engaged in a MAP meeting. R. Wright relayed MAP meetings are MDOT-Aeronautics sponsored events between airport managers and that airport’s MDOT Program Manager. Wright encouraged the Board to research the possibility of gaining an MDOT – Program Manager for the Boyne City Airport.

**Airport Support Network** – R. Wright provided handouts of Member News & Notes taken from the August issue of AOPA (Aircraft Owner’s and Pilots Association) magazine. AOPA’s Airport Support Network, “...provides [a] vehicle for [AOPA] members to work in concert with AOPA staff to preserve and protect airports across the United States.” Further, “An ASN volunteer is a liaison to local pilots and to any local pilot groups at their airport ...Volunteers are asked to monitor and report to AOPA on city and county meetings and notify AOPA of any problems that may arise.” Finally, ASN volunteers, assist in direct and indirect promotion of local airport activity to enhance a favorable image of [the] airport, help[ing] educate local official and community neighbors about the value of their airport...”

M. Cain complemented R. Wright of his past like activities and allowed Wright to pursue this action if he wanted to.

**Internet Service Update** – M. Cain relayed email information from Northern Homes Executive Director, Jane MacKenzie, regarding Spectrum internet service and rates at the airport terminal. The new monthly rate is \$76.97. “Last year it was \$99.97 then bumped up to \$148.48.” Also, a new internet router was purchased to improve telephone quality.

### **Other** –

Richard Wright reported incorrect airport information on the City of Boyne City web site, Airport page. The page erroneously lists Runway End Identifier Lights (REIL) serving runway 09. Additionally, the same page indicates there are Precision Approach Path Indicator Lights (PAPI) available for landing air traffic on runway 27. In each situation above those lights are not installed. Richard Bouters took an action ensure appropriate corrections are made.

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**GOOD OF THE ORDER**

Aviation 100LL Fuel Price at the Boyne City Airport increased to \$3.79 per gallon as of September 5<sup>th</sup>, 2020.

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**ANNOUNCEMENTS**

The next regular Airport Advisory Board meeting is scheduled for Thursday, October 24<sup>th</sup>, 2020. If available, Michael Cain will reserve the City of Boyne City conference room.

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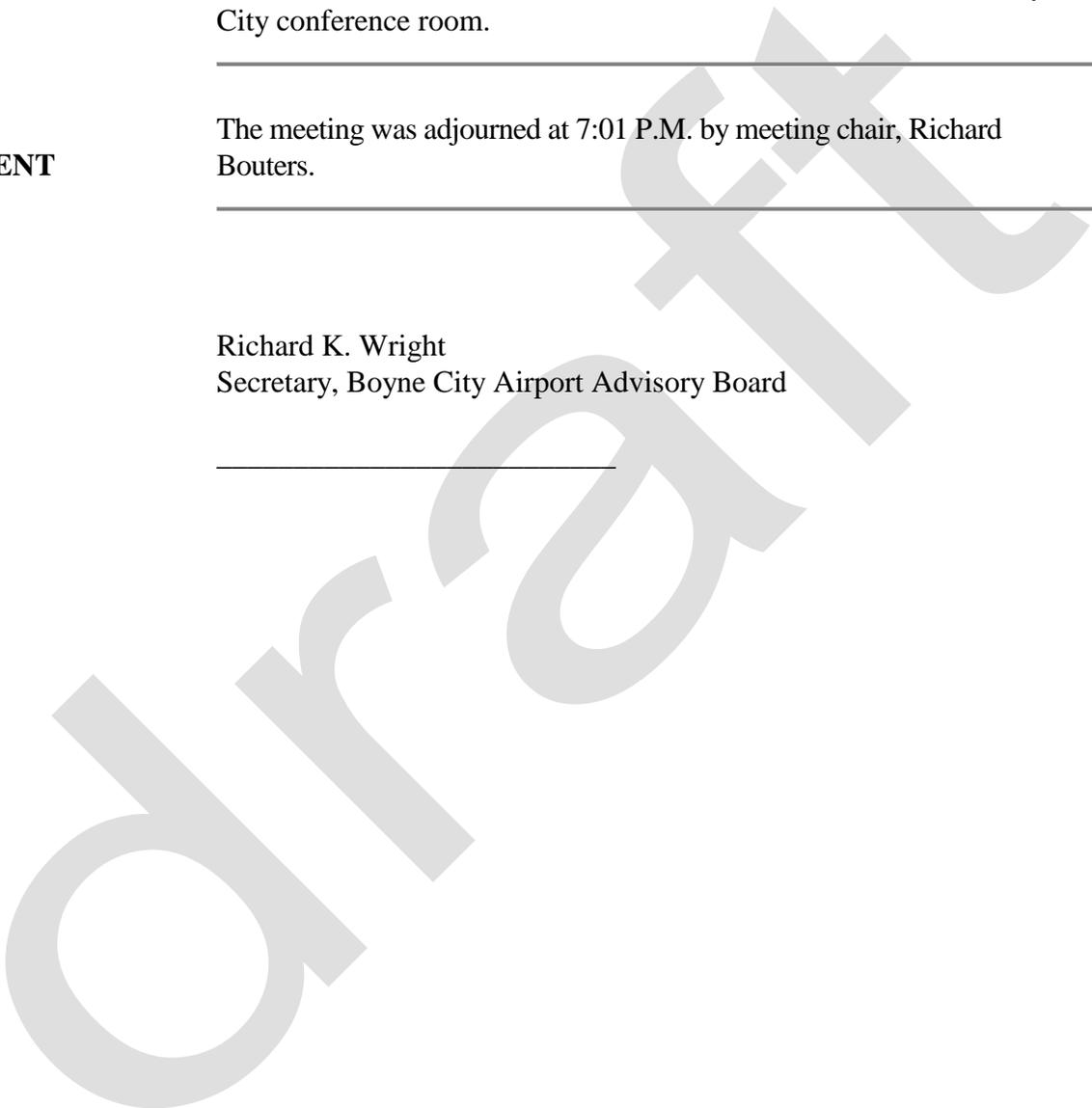
**ADJOURNMENT**

The meeting was adjourned at 7:01 P.M. by meeting chair, Richard Bouters.

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Richard K. Wright  
Secretary, Boyne City Airport Advisory Board

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**CITY OF BOYNE CITY**

To: Michael Cain, City Manager *Mc*

From: Scott McPherson Planning Director *SMc*

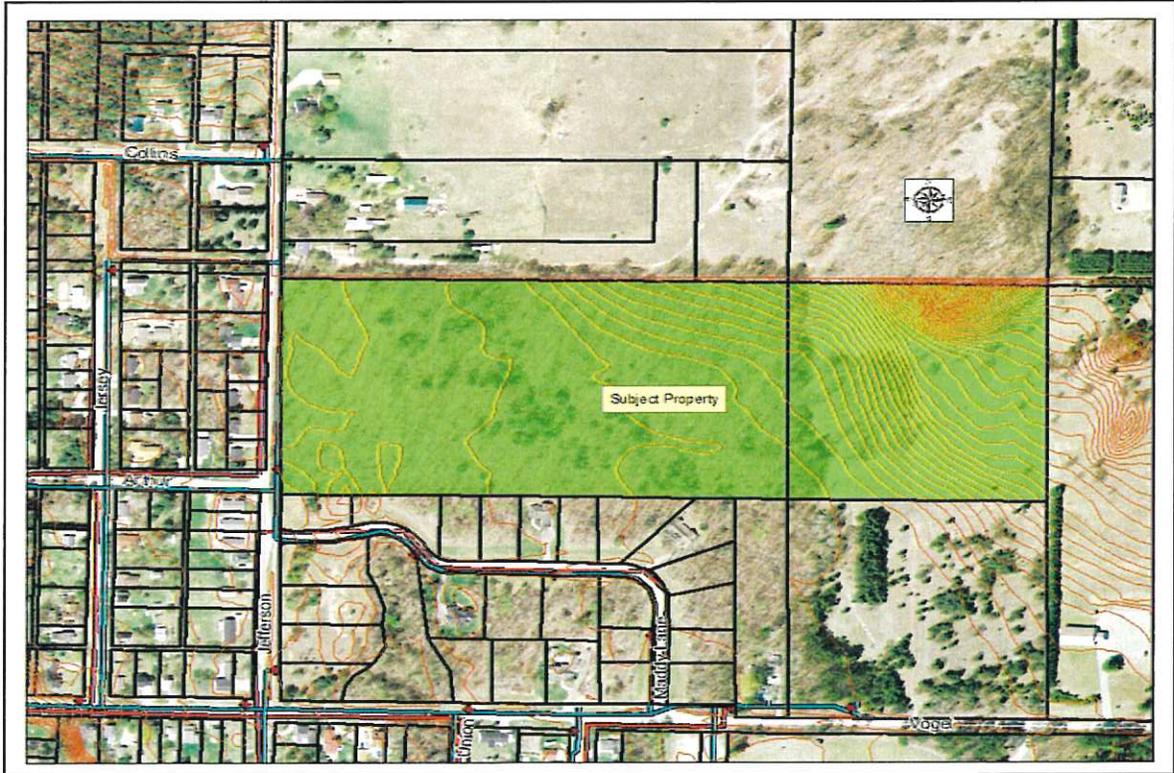
Date: October 13, 2020

Subject: 600 Jefferson Rezoning Request Second Reading



**Background**

A rezoning application has been submitted by GISA LLC to rezone parcels 15-051-026-005-00 and 15-051-026-004-15 from Conditional Multiple Family Residential District (MFRD) to Manufactured Housing Development District (MHDD). The parcels are located at 600 Jefferson Street. Parcel 026-005-00 is approximately 20 acres with 660' of frontage on Jefferson Street and measures 1,300 feet deep. Parcel 026-004-15 which is adjacent to the east of 026-005-00 is approximately 10 acres and measure 660ft x 660ft. The properties to the north are in Evangeline Township and are zoned Rural Residential and being used for single family dwellings. The property to the East is in the City of Boyne City and zoned Traditional Residential District (RED) and being used for a church. To the South of the property properties are zoned RED being used for single family dwellings and conditionally zoned MFRD being used for group senior and assisted living. The properties to the West are zoned Traditional Residential District (TRD) and is being used for single family dwellings. Public sewer and water are located adjacent to the subject property on Jefferson Street. The subject parcel is currently vacant, with majority of the parcel covered with mature forest. On the eastern quarter of the property there is a significant slope and an elevation change of over 40 feet.



## Discussion

The subject property was conditionally zoned for Multi Family Development in 2016. The conditional agreement specified the allowed uses, density, site layout, building styles and timelines. The deadline included in the agreement was extended by the City Commission for one year in April of 2019 and again for one year in January of 2020, the expiration date for the agreement is April 25, 2021. While the master plan future land use map designated the property as Residential Open Space, the plan also notes that “Additional specific locations for future multiple family uses are not designated on the Future Land Use map, but will be considered on a case by case basis, so that the Planning Commission can have the flexibility to review the appropriateness of specific areas when the need arises.” At the time of conditional zoning approval in 2016 the need for housing in the City and region were well documented and since that time the need has only increased. Given the size and location of the property, the 30-acre tract is one of the few undeveloped large pieces of land in the city on a paved street with the availability of water and sewer. In 2016 the City recognized the need for housing development and the unique opportunity the site provided to help meet that need and the Planning Commission and City Commission approved the conditional MFRD zoning. As part of the consideration for the proposed zoning change reviews were done by the BCPD, EMS, and the Water/Wastewater department in regards to impacts on City services. Each of these departments confirmed that the existing capacity and personnel were sufficient to handle the increase in demand from the proposed development. As the capacity reviews were completed with the assumption of a total buildout of 212 units, these analyses would still hold true as the total number of units for the proposed change would be significantly less.

In reviewing the proposal, a determination in regards to the requirement of a traffic impact study is required. Section 2.50 (C)(6) stipulates that a traffic impact analysis is 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.”* To provide a baseline of existing conditions traffic counts on Jefferson and Vogel streets were completed. While these counts were collected in 2016, there is no evidence to suggest that the number of daily trips on each road has significantly changed since that time. On Jefferson Street traffic counts were collected near the Collins Street intersection for eleven 24-hour periods from September 14-24. During this time the 24-hour traffic counts ranged from 84 to 125 trips heading south with the Average Daily Trips (ADT) of 109 and from 83 to 141 heading north with the ADT of 115. The ADT in both directions over the 11-day period was 224 which represents between 1.87% and 2.24% of the daily carrying capacity of the street. In the Trip Generation Comparison completed by Pete LaMourie PE, PTOE, which was provided with the 2016 conditional zoning proposal, the daily carrying capacity of typical paved two-lane road was indicated to be between 10,000 and 12,000 vehicles. The peak-hour trips for Jefferson Street during this period was at 3pm on September 19<sup>th</sup> with 39 trips (14 north, 25 south) which is between 3.54% and 4.33% of the peak hour capacity. On Vogel Street traffic counts were collected near the Maddy Lane intersection for eight 24-hour periods from October 2-9. During this time the 24-hour traffic counts ranged from 145 to 191 trips heading east with the ADT of 168 and from 88 to 126 heading west with the ADT of 107. The ADT in both directions for the 8 day period was 275 which would represent between 2.29% and 2.75% of the noted capacity. The peak-hour for Vogel Street during this period was at 5pm on October 5<sup>th</sup> with 47 trips (17 east, 30 west) which is between 4.27% and 5.22% of the peak hour capacity. At complete buildout as currently zoned (212 multifamily units) the use would utilize less than 20% of the peak hour and daily trip capacity of Jefferson and Vogel. The trip generation rates, as per the Institute of Traffic Engineers Trip Generation 8<sup>th</sup> edition, for a manufactured home community are less than a multifamily

development. Given the proposal has less units and would generate less trips per unit as currently allowed, a traffic impact analysis is not required as per the parameters listed in section 2.5(C)(6).

Since the original approval the property owner considered numerous design and financing options to initiate the development, however, citing rising construction costs and labor availability, the project was not financially feasible. In February 2020 the property was sold to GISA LLC owned by Steven Bratschie. On June 26, 2020, Mr. Bratschie submitted a zoning change application that would rescind the current conditional agreement and change the zoning designation to MHDD. The only principle permitted use allowed in MHDD district is a Manufactured Housing Development. With the application a conceptual layout of 145 units and information about manufactured homes and manufactured home communities was also submitted. While the submittal of specific site plan or development concepts is not required or approvable with a zoning change application, the provided information is a good representation of what a Manufactured Housing Development on the site would look like. Manufactured Housing Developments must comply with specific zoning and State requirements of the Manufactured Housing General Rules and the layout, design and density of the provided concepts were developed in compliance with those standards. While this specific plan may not be submitted for approval if the zoning is changed, a very similar plan would need to be developed in order to meet the required standards.

### **Process**

In accordance with the Michigan Zoning Enabling Act and the Boyne City Zoning Ordinance Section 2.40 Amendment Procedures, a public hearing was held by the Planning Commission on July 20, 2020. After the public hearing the Planning Commission reviewed the proposal and voted not to recommend approval of the proposed zoning ordinance amendment. The motion passed on a 4-2 vote. The minutes of the July 20, 2020 meeting have been attached and audio of the meeting is available on the City website. As required per section 2.40(A)3, following review, the Planning Commission submitted their recommendation to the City Commission. The City Commission must act upon the request by granting approval, disapproval, or referral back to the Planning Commission for additional study. The proposed amendment was presented to the City Commission for a first reading on August 18, 2020 and the Commission scheduled a second reading which has been scheduled for October 13, 2020. As required by the Boyne City Charter, ordinances cannot be adopted until at least one month after the meeting it is introduced. As per the City Boyne City Zoning Ordinance the City Commission is to use the criteria of section 2.50(C) as a guide to making a determination on requests to change a mapped district. Section 2.50(C) is as follows:

### **Section 2.50 Amendment Criteria.**

- 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.
  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.
  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.
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.
  5. All the potential uses allowed in the proposed zoning district are compatible with the site's physical, geological, hydrological and other environmental features.
  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.
  7. The rezoning would constitute and create an isolated and unplanned spot zone granting a special privilege to one landowner not available to others.
  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.
  9. There has been a change of conditions in the area supporting the proposed rezoning.
  10. Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district.
  11. There was a mistake in the original zoning classification.
  12. The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided.

### **Recommendation**

Approve the proposed zoning change for parcels 15-051-026-005-00 and 15-051-026-004-15 from Conditional Multiple Family Residential District (MFRD) to Manufactured Housing Development District (MHDD) based on the finding the proposed change meets the amendment criteria of the City of Boyne City Zoning Ordinance section 2.50(C).

### **Options**

1. Do not adopt the proposed amendment.
3. Postpone for further consideration or review.
4. Other options as determined by the City Commission

**Meeting of  
July 20, 2020**

Record of the proceedings of the Boyne City Planning Commission meeting held via Zoom on Monday July 20, 2020 at 5:00 pm.

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**Call to Order**

Chair Place called the meeting to order at 5:00 p.m. and discussed the rules and procedures for the Zoom meeting.

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**Roll Call**

Present: Larry Chute, Nichole Moblo, Tom Neidhamer, Rose Newton and Aaron Place  
Absent: Skylar MacNaughton and Jeff Ross (arrived at 5:30 pm)  
Vacancy: Two

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**Excused Absences  
Motion**

**Moblo moved, Newton seconded** to excuse the absence of MacNaughton and late arrival for Ross

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**2020-7-20-2**

Roll Call:  
Ayes: Chute, Moblo, Neidhamer, Newton and Place  
Nays: None  
Absent: MacNaughton and Ross  
Abstain: None  
Vacancy: Two  
Motion Carries

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**Meeting Attendance**

City Officials/Staff: Planning and Zoning Director Scott McPherson, Assistant Planning and Zoning Director Patrick Kilkenny, City Attorney Rhonda Stowers and Recording Secretary Pat Haver  
Public Present: Twenty nine in attendance via the Zoom platform

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**Consent Agenda  
Motion**

**Neidhamer moved, Chute seconded**, a motion to approve the consent agenda, the Planning Commission minutes from June 15, 2020 as presented with the correction on page 2 as noted.

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**2020-7-20-3**

Roll Call:  
Ayes: Chute, Moblo, Neidhamer and Place  
Nays: None  
Absent: MacNaughton and Ross  
Abstain: Newton  
Vacancy: Two

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**Citizen comments on  
Non-Agenda Items**

None

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

None

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**Unfinished Business**

None

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## New Business

### **Public Hearing zoning change request for 600 Jefferson Street to change zoning district from Conditional Multifamily Residential District to Manufactured Housing Development District by GISA, LLC**

Planning Director Scott McPherson reviewed his staff report included in the agenda packet. A rezoning application had been submitted by GISA LLC to rezone parcels 15-051-026-005-00 and 15-051-026-004-15 from Conditional Multiple Family Residential District (MFRD) to Manufactured Housing Development District (MHDD). The parcels are located at 600 Jefferson Street. Parcel 026-005-00 is approximately 20 acres with 660' of frontage on Jefferson Street and measures 1,300 feet deep. Parcel 026-004-15 which is adjacent to the east of 026-005-00 is approximately 10 acres and measure 660 ft. x 660 ft. The properties to the north are in Evangeline Township and are zoned Rural Residential and being used for single family dwellings. The property to the East is in the City of Boyne City and zoned RED and being used for a church. To the South of the property properties are zoned RED being used for single family dwellings and conditionally zoned MFRD being used for group senior and assisted living. The properties to the West are zoned Traditional Residential District (TRD) and are being used for single family dwellings. Public sewer and water are located adjacent to the subject property on Jefferson Street. The subject parcel is currently vacant, with the majority of the parcel covered with mature forest. On the eastern quarter of the property there is a significant slope and an elevation change of over 40 feet. The property was conditionally rezoned for Multi Family Development in 2016, and had also been before the City Commission for a couple of deadline extensions to continue to pursue options. During that timeframe, the previous owner had been trying to make some type of development a reality, but had difficulty citing rising construction costs and labor availability, so the project was determined by the previous developer to be not financially feasible. In February of 2020, the property was sold to GISA, LLC who is before you tonight for a request to rezone the property to Manufactured Housing Development District in order to pursue their development concept of a manufactured housing community. In accordance with the Michigan Zoning Enabling Act and the Boyne City Zoning Ordinance Section 2.40 Amendment Procedures, after receiving the application a public hearing was noticed and scheduled for the Planning Commission for tonight. The Commission should review the proposed amendment and use the amendment criteria as listed in section 2.50(C) of the zoning ordinance as a guide in making their recommendation on the proposed amendment.

**Moblo** – Just for clarification, we are looking at the rezoning request specifically and not the conceptual plans that were submitted.

**McPherson** – Correct

**Place** – This would be a recommendation to the City Commission for the rezoning request only and not the conceptual plans.

**Chute** – Under the MHDD (Manufactured Housing Development District) they could potentially build up to 10 units per acre?

**McPherson** – Correct

Chair Place opened the discussion up to Public Hearing at 5:15 pm and discussed how the proceedings would be run via Zoom; each participant must request to be recognized in order to speak and would be placed in a que at which time, their microphone would be unmuted in order to make their comment or ask their question. Each question would be written down by Chair Place, who would, in turn, ask the development team for the answer.

**Steven Bratschie: Owner of GISA LLC** - Introduced his team members consisting of Don Westphal Fox Run project architect and Marc McKeller, Attorney. He then gave a brief background of himself and his business. He understands the challenges for affordable/attainable housing that is stick built or in need of renovations, he has done his due diligence and understands why the numbers just don't work for stick built which is very expensive. In his opinion, in the current zoning ordinance MHDD allowing up to 10 homes per acre is impossible to attain, and feels that 4.9 to 5 units is best. During

his presentation for rezoning, his team has put together a conceptual proposal of 145 home sites which is best suited for the topography of the property and the community, allowing them the ability to provide needed housing options.

**Don Westphal: Fox Run project architect** - Briefly discussed his background. He began to review the power point presentation that he had and discussed the difference in a manufactured home, which must meet HUD codes, and a modular home, which must meet local building codes and how they are placed on lots. He stressed that this would not be governmental subsidized housing, but attainable. During the presentation he discussed sidewalks, retention pond plans, access to community facilities, the plans call for a mix of multi section & single section homes which will be very attractive housing options with attached porches and garages for some units.

**Bratschie** – I placed a Craig’s list ad about 6 weeks ago, and had very positive responses from 35 to 40 people looking for this type of housing. Lakeview Village is a well-run community, however they are full and Fox Run will be just as appealing, however, better quality units due to manufacturing updates. The community will be pristine and maintained to the highest of standards. There are several lending institutions available for financing and people would be building equity in a home versus renting.

Opened for public comments

**Jeff & Ruthann Porter: 620 Jefferson St.** – Our property is adjacent to this project, will there be a 50 ft. or 25 ft. buffer? Will these manufactured homes be on foundations or just skirted and tied down? What about a traffic study the road is deteriorating since this project first came up in 2016.

**McPherson** – A traffic analysis was done in 2016, a traffic study is not required at this time. The traffic will be lighter that what was originally proposed as this proposed unit count is less.

**Michelle Cortright: 221 Water St.** – This will be a successful project, as it will help to meet our current housing needs. This is adjacent to Evangeline Township and I have some concerns about people going safely down the Jefferson Street hill which is steep.

**Steve Schnell: Charlevoix County Housing Ready Program Director, member of the Boyne City Housing Solutions committee and Boyne City resident** – The programs that I am involved in are doing everything we can to assist in the housing shortage and to fill the needs. This type of project will reach capacity in no time at all, it is a legitimate use of the land, it is supported in your Master Plan and it is very attainable housing for everyone.

**Gordon Prince: 526 N. Lake St. Lot #92** – I live in Lakeview Village and they have just been granted consideration for an expansion project. My question is what monetary figures are you using for affordable housing? Conventional mortgage rates are not available for this housing type.

**Vic and Joan Stevens: 649 Vogel St.** – This development is adjacent to the rear of our property; I understand that there is an access easement out to Vogel Street. If this is opened up, it will literally run next to our driveway. Lakeview was just granted an extension for additional lots, do we really need another development in Boyne City?

**Cheryl Tournaud: Vacant lot owner on JayCee Lane** – My concerns are for the mortgage rates for this type of housing; it is currently at 6%; how is that affordable, the roof requirement is a 7/12 pitch, will these houses have that, I am afraid that our property values will decline, will they have to pay the same taxes that I pay, how will this development maintain their property values, and how/when will we get our questions answered?

**Place** – I am keeping track of all of the questions, and will be asking the development team at the end of public comment to answer them.

**John Vousboukis: 636 Jersey St.** - To place 145 houses on that small piece of land is like packing them in like rats, that is an awful lot of homes in that area; it is way too

many. Lakeview Village currently has 150 sites with 19 more why do we need another mobile home park? These houses will depreciate every year. The houses in the area are really nice, will their values go down?

**Syd Baxter: Hawkridge Condo owner which is my second home** – Given the need for service personal in the area, I feel that this development fits the needs of service workers. The density of this proposed project will be lower than previously approved. I feel that it is a good sound thinking and a well-planned project.

**Eric Hartlep: 526 Jefferson St. (Rose Newton read an email from him on his behalf as he was not able to get in via Zoom)** – He feels that Boyne needs a lot of affordable housing but that location has many drawbacks. I don't feel that this project will fill the need of poor folks from what I have been told. The city should keep a ledger of street and sewer repairs, and check what has been done on Jefferson Street the last 2 years. The road is in severe disrepair.

**Ruthann Porter** – What are the standards for the homes that will be placed? Will they all be new trailers or will older trailers be allowed in? I'm concerned about our property values going down with this many people coming in.

**Gordon Prince** - Affordable housing how are they going to be marketed, to workers, young families, second home buyers?

**Cheryl Tournaud** – Have any studies been done for the increase in law enforcement and fire? Can they handle another 145 houses without an increase in staffing? I have major safety concerns.

With no additional comments, closed public comments at 6:16 pm

#### Board Discussion

**Newton** - What is the return on investment for a manufactured housing community and can you substantiate ROI purchases through selling? Concerned about your statement that manufactured homes appreciate in value like stick built homes. Can you name any financial institution of a standard mortgage that allows a mobile home to be financed in a land leased area? What is the rate for Cascade loans currently? Without standard lending options, how can someone without a line of credit obtain a loan of \$ 55,000 and be considered affordable?

**Westphal** – Financing on manufactured home loans have always been a few points higher. Can't get into one of these houses without a down payment. The homeowner will have to qualify for a mortgage with credit checks to see their ability to pay the mortgage and lot payment in addition. Not everybody can afford everything. What is affordable – it is based on wages earned and wages allotted for loans.

**Bratschie** – Support in the Kelly School of Business article, citing increase in value is driven by demand. Certain houses depreciate faster than others; this goes for stick built as well. These homes will maintain the quality of value, and only new homes will be allowed in the community.

**Westphal** – There is a circle of home ownership; it is when someone wishes to downsize and leaves their existing home for something smaller like these manufactured homes, opening up the possibility of someone purchasing their larger home, these types of communities do not depreciate the values of homes in surrounding areas but increases them.

**Chute** – Are there going to be any other lenders available or just one primary lender of your choice? What is the difference between a modular home and manufactured home? You are requesting a full rezoning to MHDD, as opposed to a conditional rezoning and want to rescind the current zoning. Is there a reason for not asking for a conditional rezoning of this property based upon the density listed?

**Westphal** – Yes there are going to be other lenders available, there are federal guidelines against us steering buyers to a specific lender. The difference in modular homes is they are built to local codes, and the steel carriages must be removed and set

on a perimeter foundation of either a crawl space or basement. These will be certified in the factory to be built to local code with specific structural supports that must be met in order for the warranty to valid. A HUD house is built in the factory to HUD codes, has a permanent steel chassis that will remain with this house. It is less expensive to build due to HUD code and construction standards and these houses are skirted.

**Place** – Will there be a 50 ft. or 25 ft. setback?

**Westphal** – The front buffer on Jefferson St will be 50 ft. the buffer on the North, South and East sides will be 25 ft.

**Place** – What about the access to Vogel Street through the easement?

**Westphal** – We will have a boulevard entrance on Jefferson St. and the preliminary plans to the Planning Commission show only one entrance/exit. Fewer housing units will be facing Jefferson. The state mandates that every street must have a second way out; and the easement on Vogel would provide that if necessary in future plans.

**Place** – What about another traffic study?

**McPherson** – One is not required due to the amount of decreased units proposed and the decrease in the threshold for the amount of traffic that will occur.

**Place** – If the zoning reverts back to the original zoning, only 122 units maximum will be allowed. What about the soil analysis?

**Bratschie** – Exhibit 8 has the soil analysis attached, and we have engineer's certificates that the soils will support foundations for manufactured homes.

**Place** – How is affordable housing figured?

**McPherson** – Roughly 30% of your monthly income; this means different things to different people. In Boyne City the average income is in the area of \$55,000; so that would mean roughly 1,200 a month is considered affordable.

**Place** – What about the roof pitch, is there anything specific?

**McPherson** – in the TRD and RED district there are specific regulations, in the MHDD district there are not

**Place** – How do the taxes work?

**Westphal** – Boyne City assesses the value of the land with improvements which the developer would be responsible for, including the community facilities, club house, offices, etc. The land leased homeowners would be taxed for any additional specific items on their lot including the value of the home, carports, garages, sheds, porches, etc. In most communities, the developer/owner pays the gas, electric for the public areas and, sewer/water for the entire development and then a portion of that is charged in the lot rent based on individual home water meters. We are currently dealing with the land use, and the question is this project a reasonable and acceptable use of the land?

**Chute** – Currently there has been a conditional rezoning from Rural Estate District to Multi Family District; why are you seeking a full rezoning to MHDD as opposed to writing a new conditional rezoning for this property the same as in place? It would lock in the density as proposed, as opposed to the density in our current ordinance.

**Westphal** – If you rezone this to MHDD our next step will be to submit a preliminary site plan for your approval, and we bring it to you with 145 lots and you give us plan approval and I send your approved plan to the state with different lot numbers, they will kick it back and not give us a permit to build. That is your safe guard.

**Chute** – I don't understand how our ordinance can be so out of line with the state requirement and how can this project be locked in to 145 lots by a state approval.

**Westphal** – This is your ordinance and I don't know how you got to those numbers. In all of my time developing communities, I have never seen 10 units per acre in any other ordinance. In my opinion it is impossible with those numbers. I like to know appropriate separation between houses. The state limits how close houses can be; there are many people that want multi section homes, so those lots are much larger than a single section home. We can't build on the back section of the property that has a 40 foot rise maybe use that as a play or sledding area. We just don't see how a decent manufactured home community can build that many units at 10 per acre on this parcel.

**Mark McKeller: Development Team Attorney** – The proposal is not out of line with the rezoning; 10 units per acre just doesn't lend itself to a quality project. We can voluntarily condition the project and our plan. Reality the manufacturing housing conditions are inconsistent and automatically address density to preserve sites. Getting into conditional approvals can be messy. Adjustments can be made, this proposal is 1/3 the density of what is currently approved. The developer can build what has been approved with no extra meetings.

**Moblo** – Can we add year round residence requirements versus vacations or second homes to the conditions?

**Westphal** - One of our conditions is that they must be owner occupied with no short or long term rentals. I don't know how you would be able to legally regulate or put a 12 month occupied condition on who purchases each unit. In the past you could put families with children in one area, and senior citizens in another area of the development, you are not allowed to do that now, it would be discrimination; the communities are a blend of all types of homeowners blended in together.

**McKeller** – You cannot regulate types of ownership of 12 month occupancy vs 2<sup>nd</sup> home or snowbirds; however you can address a certain price range for workforce, senior, young families, people who just want to live there.

**Moblo** – Who would be responsible to set up the foundations; purchaser or management team?

**Westphal** – The State of Michigan regulates that a licensed manufactured housing installer is used.

**Moblo** – Will foundations be a part of the mortgage process or an additional cost?

**Westphal** – It will be all inclusive, the management team makes the arrangements.

**Place** – What about the street repairs and water runoff in the area and is there not a grading system for the streets and repairs?

**McPherson** – The plan must include storm water retention, and permits will be required. The City has an Asset Management System that is used to prioritize what area streets are in the most need of repairs.

**Place** – Law Enforcement and Fire Department have already looked at the plans?

**McPherson** – The other departments have looked at the site specific access plans; EMS, Fire & Police have the capacity to handle the increase without any additional personnel. Back in 2016 they indicated their departments were adequate to handle any additional demand, and this proposed plan has less units than what was approved back then.

**Place** – Tonight we are looking at the request to rezone this area not necessarily at the conceptual project. Is this area best served rezoned from the conditional use MFRD to MHDD?

**Moblo** – What happens if the previous conditional rezoning expires?

**McPherson** – It would revert back to the original Residential Estate District zoning an action that must be taken by the City Commission.

**Newton** – If the property is rezoned to MHDD, what else could be placed here other than a land leased community? As sole landowner, it would pigeon hole us into what they may choose to present?

**Place** – That is what this district is made for, so yes.

**Newton** – To re-clarify my questions, this can only be for a land leased community and not just manufactured home as a different situation?

**McPherson** – MHDD primary use would be a manufactured housing development, so that what this specific zoning would do.

**Newton** – Strictly the leasing of the real estate piece of land, with not a permanent structure on it?

**McPherson** - The goal and focus is to create this type of district.

**Neidhamer** – I would like to state some facts: Our Master Plan supports creating neighborhoods as needed, The Housing Solutions Committee came together 3 or 4 years ago and addressed the shortage of all house units, there are not a lot of any type of

housing left available, as has been stated, the last developer could not make stick built work for under \$ 250,000, the last couple of houses built by the school have been sold between \$ 250,000 and \$ 270,000, this development is half of those rates. The Planning Commission has been tasked with removing barriers, so that housing can be expanded and this plan fits that niche, we previously approved 212 units for this site, and they were not able to make those work, this is a good solution to a piece of the puzzle for the lack of affordable housing, and we have determined that this piece of property has a lot of good characteristics for this type of development. Lakeview Village has low to nonexistent law enforcement runs. We are trying to fill a niche with the lack of housing options, the citywide goals have 500 people stating that there is a housing shortage in our area, and local business owners are asking for help in creating solutions for the lack of housing so that can retain employees. This is not intense density wise, the original zoning would allow up to 300 housing units, the previous developer was granted 212 and this conceptual plan only shows 145 housing units.

Chair Place closed the meeting for questions at 7:22 pm, and now board discussion and deliberation will begin.

**Chute** – I agree that the need for housing is great, this may not be affordable but additional housing. Personally I am in favor of the proposed project; 145 units as the lot sizes are larger than the 50 ft. x 80 ft. city lots. I believe it needs to be a conditional rezoning as opposed to a full rezoning.

**Place** – I feel that we need to address and change the zoning ordinance at a future meeting, I agree that 10 units per acre is difficult, we need to look at the ordinance and clean it up and correct the language as a housekeeping issue.

**Chute** – Once we approve the zoning request, we have zero leverage if they come back with a different plan; legally if they meet all of the zoning ordinance, we cannot disapprove it. If we have a conditional, then the site plan is locked in and cannot be changed. I am concerned that the final site plan will come in different. Because this has conditional zoning on it, why not leave it as conditional now?

**Neidhamer** – Can staff clarify the difference between the conditional and a change to MHDD?

**McPherson** – The conditional zoning is an offer by the applicant and you can't require it. The city has the ability to accept their offer or not. Conditional zoning is used for a one specific use only, the MHDD has one use allowed so it doesn't make any sense. The state requirements and their limitations, they limit what you can have developed on a site; having anything close to our 10 per acre is an impossibility. They have put a lot of effort into the conceptual plans and what they would ultimately like to do, that I don't see them making major changes now.

**Ross** – This is a tract of land that has sat with existing zoning forever, no one has developed it forever, the adjacent zoning is RED and if the conditional rezoning expires, it would go back to the original zoning. The adjacent development has many sites undeveloped, an option is to give the development team the ability to develop this project, or we let it sit for another 50 years untouched.

**Newton** – I believe there are larger ramifications with what has been shared so far; if this is permitted it will be use by right, I have concerns about what has been presented in what land leased communities look like and what is affordable housing. I'm not seeing how manufactured homes do not decrease in value, and will that be a personal loss by the homeowner and what happens once the home ages out? What are we creating in fair housing by only allowing new homes to be placed, what about someone who may have an older home and won't be allowed to place it here; how affordable is only having new homes. With only owner occupied homes, an individual homeowner is losing some of their rights of not being allowed renting out for financial gain. We already have a land

leased community and I personally feel that Boyne City is not large enough for a second one.

**Moblo** – My question would be can we place conditions on the starting of the project with a time line of placement for infrastructure and the development of the park sites itself? If that is not met then it defaults and reverts back to the RED, is that a potential?

**McPherson** – You are making a recommendation today only on zoning

**Chute** – We are making a recommendation to approve or disapprove today.

**Neidhamer** – Stick built development has been tried before and can't be done, we should give them an opportunity for the project. A conditional use won't get us any closer than what the MHDD requires. This type of housing has become very popular, they are built using 2x6 construction, have vinyl siding and pitched asphalt shingles. They are not the old tin boxes of yesteryear.

**Newton** – Being in the industry, I know that HUD homes are built to national guidelines and not based on snow load in Northern Michigan. I have seen a lot of roofs caved in due to not being built to handle the snow loads. I do not see that addressed other than the 5/12 pitch.

**Neidhamer** – I disagree, they said they would be built to Northern Michigan standards.

**Newton** – I think that the roof pitch not being addressed to Northern Michigan snow loads is another point of concern.

**McPherson** – In the TRD minimum pitch is 5/12

**Chute** – Does the MHDD have a minimum or maximum requirement?

**McPherson** – No, homes must be to HUD guidelines

**Chute** – Does HUD have any requirements for a roof pitch?

**McPherson** – I am not familiar enough with regards to what HUD requires

**Chute** – I have to disagree with Tom, to reject this and to have them come back with a conditional, we are still giving them a chance to develop their property. If they had come to us with a conditional, we would be able to add our own conditions to it in regards to roof pitch, snow load, and density. I can't approve a request that does not have the density requirements that are shown on this plan.

**Place** – They are the ones that dictate what conditions they would like to present to the commission, we cannot put any additional conditions on it. We then have the ability to accept or reject their plan, which is then final to the submitted plan.

**McPherson** – Their application is in front of you tonight with a hearing; so you need to take some type of action and make a determination on this application only.

**Newton** – For our amendment criteria bullet point #7; can you confirm that the city does not have any other properties like this one?

**McPherson** – There are no other parcels within the city of this size that has available infrastructure such as paved roads, water and sewer.

**Neidhamer** – Is it true that we have been trying to get away from the use of conditional zoning?

**McPherson** – It is a tool that has been used in the past, and in this case there is not much value in conditional rezoning as the proposed zoning is pretty specific, and I don't see how you can make further conditions. You would need a recommendation to the City Commission on the rezoning request before you tonight.

## **Motion**

With no further board discussion, **motion by Newton, seconded by Chute** to not recommend to rezone parcels 15-051-026-005-00 and 15-051-026-004-15 from MFRD to MHDD.

### **2020-7-20- 7A**

Roll Call:

Ayes: Chute Moblo, Newton and Place

Nays: Neidhamer and Ross

Absent: MacNaughton

Abstain: None  
Vacancy: Two  
Motion Carries

**Development Plan  
Review for Great Lakes  
Energy 1323 Boyne  
Avenue**

Planning Director Scott McPherson reviewed his staff report included in the agenda packet. Great Lakes Energy is requesting a development plan approval to renovate and expand their existing facility location for parcels 051-336-165-30, 051-336-164-30, 051-300-009-10 and 15-336-165-30 located at 1323 Boyne Avenue. This 19.7 acre site is zoned RC/IND and PID and currently serves as the office and storage yard. The proposed project would expand the existing facility with two building additions and freestanding garage and would reconfigure the site parking and storage areas including required associated infrastructure improvements. These proposed additions would be similar in character and architecture of the existing facility and surrounding areas. The easterly access drive on Boyne Avenue will be removed and the westerly access drive will be shifted to the west to line up with the Boyne Summit Drive across the street. The existing access points on Air Industrial Park will remain and a new access will be developed on Altair Drive on the west end of the site. The proposed plan meets zoning ordinance section 20.20 Schedule of Regulations criteria for setback, building area and building height. A landscaping plan has been provided, while the plan does not include the exact amount of trees and shrubs as required in the standards, the existing landscaping in addition to the proposed plan appears to accomplish the ordinance objective of creating the necessary buffers and aesthetics. The development team has requested the planning commission consider modification of the required landscape standards as allowed per BCZO Section 23.60. The proposed 211 parking spaces exceed the required minimum of 99.

**Nick Liebler: Architect for the project** – Not a lot on our proposal has changed since we were before you in January, we have just outgrown our facilities. We purchased the Carters site to place the expansion and will be the location of the new offices. Beckett & Raeder assisted us with the site plans.

**Tim Knutson: Becket and Raeder** – Walked the board through the site plans submitted; there will be a realignment of the driveway of the new building D and will utilize the existing access off of Air Industrial Drive and create a new access drive off of Altair Dr. Storm water will be captured on site with 3 ponds; the landscape buffer on Altair and Air Industrial Park will remain, and we have the new landscape with an emphasis on street frontage for the new building to match the landscaping around the existing building. It does not fully meet the requirements of the landscape plan, however, we feel that it is very close and appropriate to match the existing planting around the current buildings.

**Chris Degood:** - As you can see from the plans the grassy area to the west will be used for staging vehicles that are brought in to assist in an emergency. That is the only time that we will have anything staged in that area.

**Knutson** – The proposed landscaping offers vehicle shading of some sort, but still allow for vehicle maneuvering; he also discussed the landscape designs around the buildings.

**Degood** – I believe we have been responsive to the zoning expectations and highlights the appearance of the buildings to passersby and the community.

**Knutson** – As has been stated, we feel the current landscaping and what has been proposed accomplishes the ordinance objective of creating buffers. We are asking for consideration to the modified plans submitted of the required standards.

**Degood** – The building all have updated sprinkler systems, the water utility system, sanitary system are all met by the existing services.

**Liebler** – The site and building materials are of good blend of the existing facilities and the proposed facilities.

Public comment opened at 8:08 pm

**Barbara Malpass-Young: 1003 Hull St.** – I feel that this project will be beneficial to the community and is a very nice project.

**Steve Drake: CFO Great Lakes Energy** - Wanted to take this time to thank the commission for allowing us to come back with additional detailed plans. He introduced Shari Culver – VP of Marketing and Shawn Camp CEO of Truestream. We all feel that the new addition to our facilities will benefit the company and Boyne City, we will be hiring additional employees so will grow operationally and our employee base.

With no further public comments, closed at 8:11 pm and continued with board discussion.

**Place** – I love the fact that there are so many windows, I feel that it fits well into the community.

**Chute** – I believe it matches the existing building well and will be an asset to the community

**Newton** – GLE makes a clear rationale from our standards, and I believe they are meeting our objectives, the new facility will continue to serve thousands in our community.

**Neidhamer** – Job well done

At this time; Planning Director McPherson and Chair Place facilitated discussion of the Finding of Facts, Section 19.40 Development Plan Approval Criteria.

**\*\*Motion**

With no further board discussion and after going through the Findings of Fact, **motion by Chute, seconded by Ross** to approve the site plan with the landscaping as shown accepting the variance to our ordinance requirements; Administration to review and approve the Photometric, mechanical and sign requirements.

**2020-7-20- 7B**

Roll Call:

Ayes: Chute Moblo, Neidhamer, Newton, Place and Ross

Nays: None

Absent: MacNaughton

Abstain: None

Vacancy: Two

Motion Carries

**Staff Report**

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- The city office is open as of July 13<sup>th</sup>, the Planning Department is working in the office, however, the staff are rotating days of working from home.
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**Good of the Order**

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- Will the August meeting be held via Zoom also? Undetermined at this time.
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The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, August 17, 2020 at 5:00 p.m.

**Newton moved, Ross seconded** a motion to adjourn the July 20, 2020 meeting at 8:33 pm

**Adjournment**

**\*\*Motion**

**2020-7-20-10**

Roll Call:

Ayes: Chute Moblo, Neidhamer, Newton, Place and Ross

Nays: None

Absent: MacNaughton  
Abstain: None  
Vacancy: Two  
Motion Carries

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Chair Aaron Place

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Recording Secretary Pat Haver

# October 2020

October 2020							November 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 27	28	29	30	Oct 1 8:30am Main Street Board mtg.	2	3
4	5	6 5:00pm ZBA	7	8 5:00pm Parks & Rec	9	10
11	12	13 7:00pm City Commission	14	15 Marina Closes	16	17
18	19 5:00pm Planning Commission	20	21	22 5:30pm Airport Advisory Board	23	24
25	26	27 12:00pm City Commission	28	29	30	31 5:00pm Trick or Treat

# November 2020

November 2020							December 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	6	7	1	2	3	4	5
8	9	10	11	12	13	14	13	14	8	9	10	11	12
15	16	17	18	19	20	21	20	21	15	16	17	18	19
22	23	24	25	26	27	28	27	28	22	23	24	25	26
29	30						29	30	29	30	31		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 1	2	3	4	5 8:30am Main Street Board mtg.	6	7
8	9 12:00pm EDC/LDFA	10 5:00pm ZBA 7:00pm City Commission	11 11:00am Veterans Day Ceremony	12 5:00pm Parks & Rec	13	14
15	16 5:00pm Planning Commission	17	18	19 5:00pm Historic District	20	21
22	23	24 12:00pm City Commission	25	26 City Offices Closed Thanksgiving 2:30pm Thanksgiving Dinner (Eagles Hall)	27 City Offices Closed 5:00pm Holiday Open House 6:00pm Santa Parade	28
29	30	Dec 1	2	3	4	5