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## BOARD MEETING

August 2, 2012 - 8:30 A.M.

Commission Chambers - City Hall

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES  
June 7, 2012 regular meeting; July 20, 2012 special meeting
3. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)
4. CORRESPONDENCE
5. MAIN STREET COMMITTEE REPORTS
6. MAIN STREET MANAGER'S REPORT
7. UNFINISHED BUSINESS
  - a. Park Street project update
8. NEW BUSINESS
  - a. Camp Quality - new executive director
  - b. Main Street Board retreat
  - c. Request of Main Street manager to go into closed session to discuss possible real estate transaction provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976)
9. GOOD OF THE ORDER
10. ANNOUNCEMENTS
  - Stroll the Streets, every Friday evening, 6-9, through Labor Day Weekend
  - Evenings at the Gazebo in Old City Park, 6 p.m. Wednesday evenings, throughout the summer
  - Downtown Farmers Market, August 11, 8 a.m. to noon; Antique Car Show and Flea Market, Veterans Park
  - Dancin' in the Streets, 300 block South Lake St., August 23, 6:30 - 8:30 p.m.
  - Labor Day Car Show, Downtown and Veterans Park, Sept. 1-2
  - Next Main Street board meeting, Thursday, September 6, 8:30 a.m. at City Hall
11. ADJOURNMENT

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



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

**Meeting of  
June 7, 2012**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, JUNE 7, 2012 AT 8:30 A.M. IN THE COMMISSION CHAMBERS AT CITY HALL, 319 NORTH LAKE STREET

**Call to Order**

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

**Roll Call**

Present: Kathy Anderson, Bob Carlile, Larry Lenhart, Pat O'Brien, and Rob Swartz

Absent: Jodie Adams(arrived 8:32 am) Robin Berry Williams(arrived 8:31 am), Mike Cain (arrived 8:31 am) and Michelle Cortright

**Meeting  
Attendance**

City Staff: Main Street Manager Hugh Conklin, Assistant Planner/Zoning Administrator, Shannon McMaster, City Planner Scott McPherson, recording secretary Karen Seeley

Public: There was three people in attendance

**Excused Absences  
MOTION**

**Anderson moved Carlile seconded, PASSED UNANIMOUSLY** to excuse the absence of Michelle Cortright

**Approval of Minutes  
MOTION**

**Anderson moved, O'Brien seconded, PASSED UNANIMOUSLY** to approve the May 3, 2012 minutes as corrected.

**Citizens Comments**

None

**Correspondence**

Main Street Manager Conklin encouraged the board to read the email from Joe Borgstrom that he had emailed earlier in the week.

**Main Street Committee  
Reports**

**Promotions:**

- Stroll the Streets will begin June 15, two weeks earlier this year. They are two new \$1000 sponsors, Blissfest and the Petoskey/Harbor Springs Visitors Bureau. They are also discussing expanding to include a teen's night on Tuesday evenings.
- The plans for the SOBO arts festival on June 29-30 are moving forward. They have some new sponsors and approximately thirty artists will be in the streets.

**Design:**

- The new banner design received lukewarm support; the current banners were installed this past Sunday. We will continue to work on a design but new banners won't be ordered until next spring.
- The Garden Club was hard at work last week planting flowers throughout town, including the downtown planters. Mark C's Trees will again be maintaining the planters.

### Organization

- Planning for Boyne Thunder is up to 62 registered boats, with a waiting list of 8-10. Camp Quality has a new Executive Director, and Eleanor West will stay on for the next month.

### Team Boyne - Creating Entrepreneurial Communities (ER committee)

- On May 16th, Jay Schlinsog of Downtown Professionals Network was in Boyne City for his last meeting with the Business recruitment committee regarding the market study update and recruitment training.

### Farmers Market

- The Farmers Market is doing great and is at full capacity

### Manager's Report

Main Street Manager Conklin reported on:

- The Thirsty Goat located at 220 Lake Street is expected to open today, June 7<sup>th</sup>.
- Mountain Mayhem will take place this weekend with 1500 participants.
- There will be a ribbon cutting June 15 at 9:00 a.m. for Boyne Country Provisions and at 2:00 p.m. for Magpie and Mana. On June 19<sup>th</sup> from 5:30-7:30 p.m. there will be a open house and ribbon cutting for Boyne Wellness Station.
- Four people attended the Michigan Main Street real estate boot camp in Grass Lake. It was a great experience and the group project was the Dilworth.
- Michigan Main Street Quarterly training was held in Boyne City starting Monday evening, and all day Tuesday. On Wednesday several state agencies held a regional meeting on Placemaking tools.
- A public meeting will be held in late July as part of the application process for the National Register of Historic Places nomination for downtown Boyne City.
- He will be on vacation the week of June 25<sup>th</sup>.

### UNFINISHED BUSINESS MOTION

### NEW BUSINESS

### MOTION

### MOTION

Main Street Manager Conklin requested to move the New Business before the unfinished business. Moved by Cain seconded by O'Brien PASSED UNANIMOUSLY to accept the request from Conklin

**Water Street Center Liquor License transfer** - Gale Neff, owner of the Water Street Center, has submitted an application to transfer the currently escrowed liquor license to his company Y & T Properties LLC. The license is limited and can only be used at that location. Mr. Neff explained to the board the reasons for his request and the problems that have occurred in recent years with the restaurant businesses in his building. Anderson moved Adams seconded PASSED UNANIMOUSLY to support and recommend City Commission approval of the liquor license transfer to Mr. Neff's company.

**Request for ordinance change** - Magnum Hospitality submitted a request to the City Commission to allow city staff and the appropriate city boards and commissions to review the ordinance prohibiting the serving of alcohol on sidewalks. Mary Palmer, one of the owners of Magnum Hospitality was present and explained her reasons for the request. She explained that the customer's would be in an enclosed area and would only be served by the servers. The area could not encumber the entire sidewalk. If the request is granted it would include anyone that owns a restaurant that serve liquor outside in the DDA district. After board discussion O'Brien moved Carlile seconded PASSED UNANIMOUSLY to support the review and recommend that the City Commission allows city staff, boards and

commissions to review the ordinance and recommend possible changes.

**July meeting date** - The July meeting date is scheduled for July 5 the day after the holiday. Main Street Manager Conklin recommends postponing the meeting to July 12. Board discussion that the 12<sup>th</sup> is the day before Boyne Thunder. O'Brien moved Carlile seconded PASSED UNANIMOUSLY to cancel the July meeting of the Main Street Board.

**MOTION**

**OLD BUSINESS**

**South Park Street Project Update**- Main Street Manager Conklin informed the board that no decision was made at the City Commission meeting on May 22<sup>nd</sup>. The commission requested the issue be brought back at the next meeting for final approval. The board discussed angel parking versus parallel parking along the 100 block of S. Park St. between Water Street and the alley. Board members could see the pros and cons with each, but could not arrive at a consensus on a recommendation. They also discussed the alley by the Library and whether to keep it open or not, with no consensus.

Pat O'Brien excused himself at 9:42 am

Rob Swartz excused himself at 9:42 am

Berry-Williams excused herself at 9:45 am

**Good of the Order**

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The Brooke is open and at 50% capacity.

**Adjournment**

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Adams moved Anderson seconded PASSED UNANIMOUSLY to adjourn the June 7<sup>th</sup> meeting of the Boyne City Main Street Board at 9:53 am.

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Karen Seeley, Recording Secretary



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

**Meeting of  
July 20, 2012**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD SPECIAL MEETING  
HELD ON FRIDAY, JULY 20 2012 AT 7:00 A.M. AT THE INTERSECTION OF  
SOUTH PARK AND WATER STREETS.

**Call to Order**

Chair Lenhart called the meeting to order at 7:00 a.m.

**Roll Call**

Present: Kathy Anderson, Bob Carlile, Michelle Cortright, Larry  
Lenhart, Pat O'Brien and Rob Swartz

Absent: Jodie Adams, Robin Berry Williams, and Michael Cain

**Meeting  
Attendance**

City Staff: Main Street Manager Hugh Conklin, Streets Superintendent Andy  
Kovolski, members of the DPW staff, Police Chief Jeff Gaither  
and officer Craig Remsberg

Public: There were three people in attendance

**Park Street project**

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**Review of Roadway design & configuration**

The board reviewed issues related to the approved plan for the Park Street project, specifically the segment between the Water Street intersection and the alley between Ray and Water streets. The most pressing concern is that the approved plan, which maintains the current parking configuration of angle parking on the Ace Hardware side and parallel on the Pat O'Brien and Associates side, creates severe safety issues with the lane alignment.

The issue became obvious last week when the outline of the new layout was marked on the street. While the plan looked acceptable on paper, it was obvious looking at the markings and actually standing in the street, that the issues created by the uneven lane alignment were too severe and would create a hazardous situation at the intersection. To get a full understanding of the layout, the Main Street board met with Larry Fox of C2AE, Andy Kovalski, DPW director, police chief Jeff Gaither, officer Craig Remsberg, and members of the DPW staff, for the purpose of understanding "in the field" the issues involved. After seeing a demonstration on traffic movement under the new alignment, it was agreed by all Main Street board members that the plan needed to be revised.

**MOTION**

**Anderson moved, Cortright seconded, PASSED UNANIMOUSLY** to recommend to the city commission that it rescind its vote approving the Park Street project which maintains the parking alignment as it currently is, and approves the plan with parallel parking on both sides of Park Street between the intersection and alley.

The board feels this will address most of the safety concerns that have been raised and it will meet the streetscape goals of the project: curb and gutter along the east side of Park Street between Water and Ray streets; wider sidewalks along the east side of Park; and parking spaces that meet city standards. The board realizes this will reduce the number of parking spaces by two, but accepts that tradeoff.

**Adjournment**

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The July 20, 2012 meeting of the Boyne City Main Street Board adjourned at 7:40 a.m.

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Hugh Conklin, Recording Secretary



Date: August 2, 2012  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: Committee Reports

### **Promotions**

- Stroll the Streets is enjoying another wonderful summer, however, there are issues associated with its growing popularity that will need to be discussed in the off season. Primarily what's happening is that the demand for "vendors" to set up on the sidewalk is increasing and the policy we've used in the past may not be working. We also have received some complaints from businesses claiming some of the non-profit groups setting up booths are creating competition for them. Stay tuned.
- The SOBO Arts Festival committee met recently to review the third annual event and to begin work on next year's festival. Generally, reviews of the festival were positive and the event continues to show good potential. This was the first year the event fell under the umbrella of Main Street.
- The farmers market will be moving downtown on Saturday, August 11, from 8 a.m. to 1 p.m. to make room for the Antique Car Show and Flea Market in Veteran's Park. The market will be set up in the 100 and 200 block of Water Street.
- The Farmers Market Friends group is planning a fund-raising dinner for Aug. 25 and you all are invited to join the Boyne City Farmers Market for a unique locally sourced food experience. Hosted by John and Meg McClory, the seasonal meal will be prepared by Chef Michael Everts of Blackbird Gardens. Wine tasting is included and proceeds will help to procure a facility for the 2012/13 Winter Market. There will be limited seating at \$75 per person.

### **Design**

- The summary of the June committee meeting is included in your packet. The committee also met July 16 and reviewed the One Water Street proposal.
- Three property owners have indicated an interest in pursuing a façade grant. Plans and estimates are being gathered and decision on how to proceed will be made after the project has been more clearly defined. Work on Boyne Country Provisions is expected to resume after in September and work is expected to commence at the Radio Shack after Labor Day.

### **Organization**

Boyne Thunder set a record this year with 68 registrations. While a financial report is still not complete, all indications point to a successful event.

### **Team Boyne – Creating Entrepreneurial Communities (ER committee)**

- The business recruitment team recently had the opportunity to host a potential new business owner and it was able to utilize many of the skills it learned through the recent market study update.
  - A major project of the Team Boyne this fall is to conduct visits with all businesses in the Main Street district. Board members not on the committee may be asked to help with the project.



## Design Committee MINUTES

Monday, June 11, 2012 4 p.m.  
Boyne District Library Conference Room

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### Meeting Opened Time:

#### Attendance:

\_ Bruce Janssen  
A Mark Kowalske  
A Linn Williams

\_ Shannon McMaster  
A Ray Guzniczak  
\_ Aaron Place  
\_ Rebecca Harris

\_ Hugh Conklin  
A Katherine Sommerfeldt  
A Martha Selfridge

### Old Business:

1. Banners
  - a. Try a revision as discussed
  - b. Use art/icon from the logos and find more art as needed
  - c. No Brick or the Taste, Shop, Relax or Celebrate; keep with event themes as in the past
2. Kiosk
  - a. We reviewed the plan again, next step?
3. State Street Project
  - a. Hugh updated us
4. Alcohol service on the sidewalk
  - a. Brief discussion
5. One Water Project

**Next committee meeting:** July 9 4 p.m. Main Street office



Date: August 2, 2012  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: New business items

**8.a. – New Camp Quality Executive Director**

Eleanor West has officially retired from Camp Quality and Kristin Balog has been hired as Eleanor's successor. Kristin will be attending Thursday's meeting to introduce herself to the board.

**8.b. – Board retreat**

For the past five years the Main Street board has held an annual goal-setting meeting / retreat. Last year our meeting was held in late September and facilitated by Dave Ivan, a regional director for MSU Extension. It was hosted by Bob Carlile at his family's Walloon Lake summer home. The previous year our meeting was led by Dean Solomon, MSU Extension agent for Charlevoix County.

I'm looking for comments from the board on whether you want to follow a similar format this year or if you would like to try something different and what that might be.