

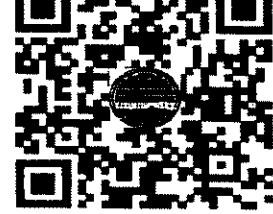
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## BOARD MEETING

September 6, 2012 – 8:30 A.M.  
Commission Chambers – City Hall

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES  
August 2, 2012 regular 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. Main Street Board Retreat
  - b. National Register of Historic Places Nomination
  - c. Boyne Theatre - update
8. NEW BUSINESS
9. GOOD OF THE ORDER
10. ANNOUNCEMENTS
  - Stroll the Streets, extended through Friday, Sept. 14
  - State of the Community, Sept. 13, noon, Sommerset Pointe
  - Harvest Festival, Saturday, Oct. 6, 8 a.m. 4 p.m. downtown Boyne City
  - Next Main Street board meeting, Thursday, October 4 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  
August 2, 2012**

**MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR  
MEETING HELD ON THURSDAY, August 2, 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:** Jodie Adams, Kathy Anderson, Mike Cain, Bob Carlile, Michelle Cortright Larry Lenhart, Pat O'Brien, Rob Swartz and Robin Berry Williams

**Absent:** None

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

**Meeting  
Attendance**

**Public:** There were four people in attendance

**Approval of Minutes  
MOTION**

**Cain moved, Carlile seconded, PASSED UNANIMOUSLY** to approve the June 7, 2012 minutes as corrected. **Anderson moved, Cain seconded PASSED UNANIMOUSLY** to approve the July 20, 2012 minutes.

**Citizens Comments**

None

**Correspondence**

None

**Main Street Committee  
Reports**

**Promotions**

- Stroll the Streets is having 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 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.
- The SOBO Arts Festival committee met recently to review the third annual event and to begin work on next year's festival. The one thing that was missing from the festival was food vendors on the street. Board discussion regarding non-profit organizations selling food. This was the first year the event fell under the umbrella of Main Street.
- The farmers market will move downtown on Saturday, August 11, from 8 a.m. to 1 p.m. to make room for the Antique Car Show in Veteran's Park. The market will be set up on Water Street.

### **Design**

- At the meeting on June 11 they reviewed and discussed revisions to the downtown banners. Main Street Manager Conklin shared the renderings with the Main Street board.
- Three property owners are interested in pursuing a façade grant. Plans and estimates are being gathered and a 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 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. A survey of the boaters went out August 2<sup>nd</sup>.

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

The business recruitment team recently had the opportunity to host a potential new business owner.

A major project of the Team Boyne this fall is to conduct visits with all businesses in the Main Street district.

### **Manager's Report**

Main Street Manager Conklin reported on:

- The One Water Street conditional rezoning has been approved with a signing ceremony to be held at 9:00 a.m. Friday August 3<sup>rd</sup>.
- The National Register of Historic Places nomination has been submitted to SHPO.
- Lake Charlevoix was voted number two most beautiful inland lake in the nation in a USA Today poll, with Lake Tahoe being voted number one. There will be a celebration at Sunset Park from 8 to 10:00 p.m.
- On July 16<sup>th</sup> the MEDC CATeam was in town to do a site visit, Boyne City was their first stop.
- November 8<sup>th</sup> will be our annual review for Michigan Main Street.
- Main Street Manager will be on vacation Aug. 13-15.

### **UNFINISHED BUSINESS**

#### **Park Street project update:**

Main Street Manager Conklin reviewed with the board the rendering of what the City Commission ultimately decided. There will be angle parking on both sides of the street, and the center turn lane will be eliminated. Board discussion regarding the safety issues, C2AE does not see a problem. The board had some major concerns; City Manager Cain assured the board that if this concept doesn't work it can easily be undone with some striping.

### **NEW BUSINESS**

**Camp Quality-new executive director:** Eleanor West has officially retired and the board was introduced to the new director Kristin Balog.

**Main Street Board retreat:** Main Street Manager Conklin suggested the board retreat this year concentrate on the Farmers Market; grant opportunities, how to fund and where to hold a year-round market. Board discussion to have the market committee bring their ideas to us for discussion and keep the board retreat as in the past.

**Good of the Order**

The library has hired a space consultant, which will include the red building. The Sunset Grill is still operating without a liquor license. The Boyne Area Chamber is supporting the Parks milage proposal on the August ballot. Kudos' to Andy Kovolski and the street department for a job well done after Boyne Thunder.

**Closed Session**

**MOTION**

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Swartz moved Cain seconded PASSED UNANIMOUSLY to go into closed session at the request of Main Street manager Conklin to discuss possible real estate transaction provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 9:51

**Return to Open Session**

**MOTION**

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Cain moved Adams seconded PASSED UNANIMOUSLY to return to open session at 10:11 a.m.

**MOTION**

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Adams moved Williams seconded PASSED UNANIMOUSLY to authorize Main Street Manager Conklin to sign the option agreement between the Thirsty Goat property Holdings, LLC and the Boyne City Downtown Development Authority dba as Boyne City Main Street (DDA/Mainstreet) to explore the feasibility of restoring the Boyne Theatre.

**Adjournment**

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Swartz moved Adams seconded PASSED UNANIMOUSLY to adjourn the August 2, 2012 meeting of the Boyne City Main Street Board at 10:13 am.

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Karen Seeley, Recording Secretary



Date: September 6, 2012  
To: Main Street Board  
From: Hugh Conklin, program manager  
RE: Committee Reports

### **Promotions**

- As you know, we have extended Stroll the Streets an additional two weeks – Sept. 7 and 14. Combined with the two weeks added at the start of this season, this is an additional 4 weeks of Stroll, or nearly 30 percent of the year. This will be a trial run; if it works out, the two (or possibly more) weeks will become a part of the normal schedule. Thanks to Karen Guzniczak for her leadership.
- The SOBO Arts Festival committee meeting summary is included in your packet.
- A goal-setting / visioning session for the Boyne City Farmers Market is Thursday, September 27 at 6 p.m. The tentative location is the Boyne City Hall auditorium. Dean Solomon of MSU Extension and a member of the farmer's market committee will be the facilitator. All board members are encouraged to attend.
- A fund-raising dinner for the Winter Farmers Market was a great success. Hosted at John and Meg McClorey's home on Aug. 25, the dinner featured all local foods prepared and served by Mike Everts, owner of Blackbird Gardens and a long-time market vendor. The evening was organized by market manager Becky Harris, who did an amazing job.
- The Fall Harvest Festival is Saturday, Oct. 6, in downtown Boyne City. With the construction on Park Street there are still some questions about setup, but the 100 and 200 blocks of Water Street will definitely be closed. The event runs from 8 a.m. to 4 p.m. Café Sante is also hosting an October Fest on Oct. 5 and 6 in Sunset Park featuring German food and beer and music. Friday's hours are 5 to 11 p.m. and Saturday's hours are noon to 11 p.m. It should be a great weekend for the community.

### **Design**

A summary of the committee's August 20 meeting is included in your packet.

### **Organization**

The committee worked on details for the upcoming board retreat, reviewed the participant survey from Boyne Thunder and discussed the Boyne Theatre project.

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

- The committee had the opportunity to meet with Brian Asher, general manager of the Thirsty Goat, who said the business is meeting expectations and he is optimistic about the future.
- The Boyne-area business survey will soon be available. Businesses will be able to complete the survey either with a hard copy or on-line. Follow-up visits will be made to all businesses that indicate an interest. The visits will be scheduled for early October and board members are encouraged to participate.

# SOBO ARTS FESTIVAL - MINUTES

## MEETING INFORMATION

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### **Objective: Wrap-up business 2012**

**Date:** 8/20/12, Monday

**Time:** 9:00 AM

**Location:** Main Street Office

**Attendance:**

Becky Harris, Diane Strzelinski, Kathy MacDonald, Marilyn Nielsen, Cindi Malin, Ward Collins, Hugh Conklin

## AGENDA

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### **Item/Presenter**

1. **Wrap-up Minutes** – Becky
  - a. T-Shirt costs for Volunteers – need \$ amount for Robin
  - b. Participant Survey Follow-up (phone or email) – need participant lists from Robin, Diane offered to help phone.
  
2. **Financial Review** – Hugh
  - a. SOBO covered expenses through Sponsorship
  
3. **SOBO, Main Street Event** – Hugh, discussed and approved by committee
  - a. Website and SOBO copyright name OK to use for event
  - b. Kathy MacDonald to be 2013 Committee Chair
  
4. **Team Leads 2013** – Kathy, Team Lead plus support person, discussed and approved
  - Sponsorship - Marilyn Nielsen & plus one
  - BAC – Ward Collins & Diane Strzelinski
  - Volunteers – Ward Collins & Diane Strzelinski
  - Advertising – Becky Harris & Kathy MacDonald
  - Graphics – Jasmine Witthoeft & Becky Harris
  - Kids Corner – Cindi Malin & Jasmine Witthoeft & Monica
  - Food Vendors – Becky Harris & plus one
  - Participants, Art - Robin Berry & plus one
  - Participants, Music – Robin Berry & plus one
  - Financial & Logistics – Hugh Conklin & Kathy MacDonald
  - SOBO Floater/Consultant – Cindi Malin
  
5. **New Proposals for SOBO 2013** – ideas and discussion by committee members
  - Friday, June 28:**
    - Stroll the Streets at SOBO – **Music venues only**
    - Big Band/Dance
    - Open House at SOBO, i.e. BAC, Freshwater, Cindi's, etc.
    - Wine and/or Beer Tasting Event – Thirsty Goat?
  - Saturday, June 29**
    - SOBO Art Show by the Shore – **Art venues only**
    - New location, Peninsula Beach Park
    - Art demonstrations, Sandcastles, sidewalk chalk, etc
    - Kids Corner – activities etc.
    - Food Vendors

# SOBO ARTS FESTIVAL – MINUTES

## NEXT MEETING

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**Date:** 9/18/12, Tuesday  
**Time:** 9:00AM  
**Location:** Main Street Office

## OTHER NOTES OR INFORMATION

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### Follow-up:

Hugh will provide maps of Peninsula Beach to Kathy.  
Kathy will contact potential new committee member, Pam.  
Kathy will talk with Stroll the Street regarding SOBO event.  
Becky will email Sponsorship Final List.  
Team Leads will provide participant lists, mailings, spreadsheets, etc. for shared access to databases.  
Do a phone or email participant survey.

### Next meeting: Agenda

Committee Team Leads will provide brief summary of their responsibility to help identify areas that need additional resources for 2013 event.

Team Leads will provide participant lists, mailings, spreadsheets, etc. so we have shared access to databases

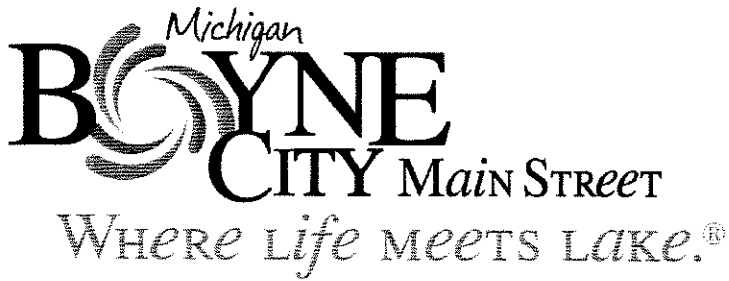
Committee members will continue discussion on the new proposals.

Timeline determined for 2013 Event.

Recorded By: Kathy MacDonald

Date: 8/24/12

**Thank you.**



**Design Committee  
Meeting Summary – August 20, 2012**

**We asked Shannon a few exit questions and opinions. He is leaving end of the month.**

**Old Business:**

1. Banners
  - a. Reviewed the file and decided on the non-brick option with the bottom black band. Hugh will order a couple.
2. Kiosk
  - a. We reviewed the photos that were taken. We decided to have the city deliver it to The Wood Shop for repair. We will later review more specific use of each panel.

**New Business:**

1. Holiday decorations
  - a. Hugh will arrange the same decoration use with Christine. Becky will be available if needed
2. Sunset Park Ice Rink
  - a. After reviewing the Sunset Park Winter layout, we concluded that the Ice Pole could work with the ice rink. We talked about a more appealing lighting set-up.

**Project Reports:**

**Good of the Order:**

**Committee Member Assignments for Next Meeting:**

1. Bruce & Aaron, suggested use of the panels in kiosk

**Next committee meeting:** September 10, 4 p.m. Main Street office