

TENTATIVE AGENDA



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BOARD MEETING

June 12, 2014 – 8:30 A.M. Commission Chambers – City Hall

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES – May 1, 2014
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. Trail Town – Report by Mike Sheean and Annie Doyle
 - b. Boyne Volunteer Network – Update
 - c. Food Truck Ordinance – Update, Assistant Planner Annie Doyle
 - d. Boyne City Main Street Mission Statement and Vision Statement
 - e. City Facilities Project – Report
 - f. Main Street Manager: Search Update
8. NEW BUSINESS
 - a. Boyne City Main Street Façade Grant: Design Committee recommendation to award grant to Bill Noblett, 419 Boyne Ave.; and Chris Frasz, 109 Water St.
 - b. July Main Street Board meeting
9. GOOD OF THE ORDER
10. ANNOUNCEMENTS
 - Next Boyne City Main Street board meeting, Thursday, July 3, 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

Approved: _____

Meeting of
 May 1, 2014

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR
 MEETING HELD ON THURSDAY May 1, 2014 AT 8:30 A.M. CITY HALL, 319
 NORTH LAKE STREET

Call to Order

Chair Swartz called the meeting to order at 8:31 a.m.

Roll Call

Present: Jodie Adams, Robin Berry Williams, Michael Cain, Michelle Cortright,
 Larry Lenhart, Rob Swartz, and Ben Van Dam

Meeting
 Attendance

Absent: Pat O'Brien and Jim Jensen
 City Staff: Main Street Manager Hugh Conklin, Assistant Planning, Zoning
 Administrator Annie Doyle, and Recording Secretary Karen Seeley

Public: Five

Excused Absences
MOTION

Cain moved Cortright second **PASSED UNANIMOUSLY** to excuse Jim Jensen
 and Pat O'Brien.

Approval of Minutes
MOTION

Cain moved Van Dam second **PASSED UNANIMOUSLY** to approve the April
 10, 2014 regular meeting minutes and the April 15, 2014 meeting as presented.

Citizens Comments

None

Main Street Committee
 Reports

- The board reviewed the committee reports included in the agenda packet and Main Street Manager Conklin added:
- Two of the bike racks were in the Chambers for the board to view. The fork does not fit adult bikes and they have been in contact with the company to rectify the problem. Ben Van Dam offered for his shop to make it higher.
- The Design committee has received two Façade grant applications; Bill Nöblet and Chris Franz have both submitted their paperwork.
- The SOBO Arts Festival has received the grant from the Charlevoix County Community Foundation for \$1900 to hire the Bay Area Big Band.

Managers Report

- Buff up Boyne Saturday, May 3, 9am-noon
- Our request for Drogheda Ireland as our sister city will be considered after their elections in May.
- We had a meeting with most of the folks attending the National Main Street Conference and the plans are coming together.
- Main Street Manager Conklin announced his retirement effective no later than August 1st.
- Will be on vacation for the June 5th meeting

Unfinished Business

Boyne Volunteer
 Network-update

Lori Meeder updated the board on the progress of the Volunteer Network. This is a joint effort between the Chamber, Library, the schools and the City. The committee is working on event descriptions/job descriptions. She presented each board member with a business card for "Boyne Volunteer Network" www.boynevolunteers.org for

them to check out the form that the volunteers are asked to fill out and submit.

Food Truck Ordinance

Assistant Planner Annie Doyle reported:

At their April 22nd Commission meeting, the City Commission made a recommendation allowing staff to move forward with preparing a draft ordinance. The board received a draft copy (received and filed) of the proposed definitions and proposed parameters the staff has been working on. They are working on where the allowable locations will be (private property zoned for restaurants) and two public properties. There will be two food vendors allowed on each public property. There will be a 50 foot "buffer" in place around existing restaurants. They are still working on a "fair fee". The revised ordinance language will be presented to the City Commission on May 13th at 7:00 p.m. **Adams moved, Cortright seconded PASSED UNANIMOUSLY** that the Main Street board supports the concept with any necessary provision that the City Staff deems necessary.

New Business

Walkabout Sculpture Show-presentation

MOTION

Martha Sulfridge spoke with the board about a Walkabout-Sculpture show. This would be a yearly on-going public art event. She gave them a copy of the business plan (received and filed); which includes the Mission Statement, and goals and objectives. The only thing that may be need to be purchased would be two bases for placement. After board discussion, **Cortright moved, Galt seconded PASSED UNANIMOUSLY** that the Design Committee proceed with the concept and has the support of the Main Street Board.

Request for horse drawn wagon rides during Stroll the Streets

MOTION

Boyne Valley Equine Tours and Services is requesting permission to offer horse-drawn wagon rides during Stroll the Streets this summer. This the second year the company has made the request. The Boyne business is owned by Becky Kuebler and Don Crowell and in addition to Stroll the Streets last summer, it has provided wagon rides at the Boyne City Holiday Open House, Winter Fest and Winter Farmers Market. The business is being sponsored this summer by Re/Max and they are requesting the two parking places in front of the new Re/Max office on South Lake Street be the staging area. Board discussion if two spaces would be enough room? Maybe three? **Adams moved Cortright seconded PASSED UNANIMOUSLY** the Main Street Board approve the 2014 agreement with Boyne Valley Equine Tours and Services to provide rides during Stroll the Streets and other special events.

Mission and Vision Statements-update

Main Street Conklin reported: In our year-end evaluations by the Michigan Main Street Program, it is strongly recommended we regularly update our program's vision and mission statements. A draft of the vision statement and mission statement for your review is in your packet. The vision statement reflects minor changes the Main Street manager recommends, while the mission statement reflects changes the Organization Committee discussed and agreed upon in preparation for the 2014 planning session. The Organization Committee encourages board members to review the vision and mission statements and comment on any changes. The updated statements should be approved no later than the June board meeting.

Graphic Design Services

Kecia Freed Design has provided graphic design services for the Main Street Program for the past nine years. The relationship with Kecia has been very productive and her work has been an important ingredient to the program's success. The work Kecia does for the program includes event posters, banner designs, advertising, downtown map directory, and other brochures.

MOTION

The request is that her contract be renewed at the same fee as the current year. **Adams moved, Cortright seconded PASSED UNANIMOUSLY** that the Main Street Board approves the graphic design services contract for the fiscal year 2014-15 with *Kecta Freed Design* for \$3,600.

T-Shirt Design

The Design committee has created couple designs for T-shirts for those going to the National Main Street Conference. Board discussion/suggestion of adding our QR Code somewhere.

Good of the Order

The final phase of irrigation is being installed in Sunset park between the Boyne River and State Street

The work on Division and Pleasant will begin May 5th and will be done by July 4th
The East and Ray Street project is moving forward and is set to start in August

MOTION

Cain moved Adams seconded PASSED UNANIMOUSLY to reschedule the June 5th meeting to June 12.

With the retirement of the Main Street Manager an Executive search committee, headed by Chair Rob Swartz will begin the search for a replacement.

ADJOURNMENT

MOTION

Cain moved Williams seconded PASSED UNANIMOUSLY to adjourn the May 1, 2014 meeting of the Boyne City Main Street Board at 10:12 am.

Karen Seeley, Recording Secretary

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Date: June 12, 2014
To: Main Street Board
From: Hugh Conklin, program manager
RE: Committee Reports

Promotions

- Stroll the Streets opens for the season this Friday and it should be a great night with Boyne City hosting the Michigan Mountain Mayhem Spring Classic biking event. Karen Guzniczak has done another great job of organizing the summer musical and entertainment line-up. Sponsorship revenue for the series is \$15,100, about a 10 percent increase from 2013. This is due in part to a contribution from Walstrom Marine and its Boyne City event in early August. A special Stroll is planned for Sunday, Aug. 3, and Walstrom's contribution will cover the extra expense.
- The farmers market is off to a great start to the outdoor season under the leadership of market manager Becky Harris and her assistant Heather Biddick. .
- The SOBO Arts Festival is June 27-28 and everything appears to be coming together nicely. The festival will open Friday evening during Stroll the Streets with the Bay Area Big Band performance and the art festival is Saturday from 11 a.m.-6 p.m. at Peninsula Beach. Volunteers are always needed if you have some time available that weekend.

Design

- With news banners, the historic mural, bike racks, and the Walkabout Sculpture Program several projects come together at once for the design committee. For the most part, all the projects have generated very positive comments. We are especially grateful to Mark Brzezinski, owner of Birch and Son, for installing the historic banner. His contribution made the project possible.
- The summary from the Design committee's May meeting is attached.

Organization

- The Boyne Volunteer Network continues to develop and the registration site is now live. A marketing effort will begin soon.
- Planning is in the final stages for Boyne Thunder on July 11-12. The event is at capacity with 100 boats registered.

Team Boyne – Creating Entrepreneurial Communities (ER committee)

- Zingerman's customer service training is Wednesday morning, June 11, at more than 60 have registered for the event.
- As part of the Redevelopment Ready Community program, the MEDC organized a "developers" open house on May 29 in Boyne City. There were 6 out-of-area developers in attendance, staff from the MEDC as well as Glen Catt and Bob Grove who spoke briefly about the One Water Street project and the renovation of the Dilworth Hotel.

**Design Committee Meeting Minutes
Monday, May 12, 2014 - 4 p.m.
BOYNE DISTRICT LIBRARY COMMUNITY ROOM**

Members Present: Bruce Janssen, Mark Kowalske, Becky Harris, Aaron Place, Martha Sulfridge, Linn Williams, Mike Cain, Ben Van Dam, Hugh Conklin, Annie Doyle

Unfinished Business:

1. Bike Racks – Final placement discussed. The committee decided that one apple will be in Veterans Park and one apple in Sunset Park; the treble clef will be placed in the in SOBO district; the fork will be placed in front of Pat O'Brien's; and the book ends will be placed in front of library. Committee recommended that B. Van Dam renovate the middle tine only of the fork to fit larger bicycles.
2. Walkabout Art Project – Update from A. Place. Tom Moran has bases and two sculptures (a bat and a dragon) to loan; discussed locations of the fawn sculptures at Old City Park along Park Street; Wally Barker's structure in the SOBO district, and the dragon at the mouth of Boyne River.

New Business:

1. Local Façade Grant – Review of two proposals received. M. Cain MOTIONED to recommend to the Main street board approval of the grant going to Bill Noblett. L. Williams SECONDED. Unanimous APPROVAL. The project has a one-year completion date from the date of approval. The reason B. Noblett's application was chosen was because of the positive impact to the entrance to town and the contribution it will have to the blight reversal of that area. A. Doyle and H. Conklin will talk with B. Noblett about specifics.
2. East and Ray Street Project – M. Cain reviewed project for the committee.
3. Sunset Park - Boyne Chamber is hiring Environmental Architects to design a renovation plan for their facilities. M. Cain advised the wants to make sure that any renovations that are done are congruent with the City's Waterfront Master Plan and other construction site plan designs in the area.

Project Updates:

1. Banners – ready and planned to be up by the Mushroom Festival
2. Kiosk – construction still continuing
3. Holiday Decorations – H. Conklin met with some potential contractors. H. Conklin and A. Doyle will meet with Michigan Decorations on May 21st.

Next committee meeting: June 9, 2014, 4 p.m. Boyne District Library



Date: June 12, 2014
To: Main Street Board
From: Hugh Conklin, program manager
RE: Mission and Vision statements

A draft of the vision statement and mission statement was presented to the Board at its May meeting. The vision statement reflects minor changes I recommend, while the mission statement reflects changes the Organization Committee discussed and agreed upon during preparations for our 2014 planning session.

Please review the two statements and if there are changes you would recommend please be prepared to discuss them. The updated statements should be approved at our June meeting.

Recommendation

The Boyne City Main Street Board approve the updated Mission Statement and Vision Statement as presented.

Boyne City Main Street Mission Statement

Adopted: May 2008

Revised: January 2012

The Boyne City Main Street Program will build on all of our downtown's resources so it provides residents and visitors alike the products, services and quality of life they desire. Our Main Street Program will promote an atmosphere of cooperation and unity and will build partnerships in all areas of the community: our retail and service sector; our government; our schools; our clubs; our organizations; and our industrial base. The program will promote well-designed sustainable downtown projects and events while maintaining the rich cultural and historic heritage of our downtown, the heart of our community.

Proposed 5.1.14:

Through community partnerships and a shared vision for the future, work to keep downtown Boyne City vibrant and successful while preserving its historic heritage and supporting sustainable projects.

BOYNE CITY MAIN STREET VISION STATEMENT

– REVISED AND ADOPTED JAN. 5, 2012

In ~~2024~~ 2020 Downtown Boyne City will continue to be the heart of our vibrant community serving as the “GATHERING PLACE” for residents and visitors alike in Boyne City. It will be a place where our more than 170 years of history is honored and built upon. It will be known for its shopping, entertainment, magnificent natural resources, positive business environment, support of the arts, entrepreneurial spirit, community cooperation, and regional collaborations. Our downtown will be alive with outdoor dining, events, festivals, cultural activities for all ages, and a contagious community spirit.

In ~~2024~~, Downtown Boyne City’s wireless and broadband infrastructure and its Boyne City Main Street’s collaboration with business, government, non-profit organizations, and educational institutions will create a fertile environment for innovation and entrepreneurship.

In ~~2024~~, Downtown Boyne City’s historic buildings will be properly maintained and new construction will be in harmony with the community’s turn-of-the-century architecture. In-fill development will continue and downtown parking requirements will encourage a high-density and pedestrian-friendly development. The shoppers’ dock and city marina will be expanded making Boyne City a destination for boaters from all over the Great Lakes region. The lights of the Boyne City Theatre will shine again and will resume its place as an important source of entertainment.

The community will continue its efforts to have the first floor of all downtown buildings housing retail businesses while upper floors will be occupied by professional offices and residential apartments and condominiums. Rear facades in downtown Boyne City will be redeveloped and revitalized.

In ~~2024~~, Downtown Boyne City will contain a mix of unique locally owned and operated retail businesses to meet the needs of the community. Restaurants will be a focal point attracting residents and visitors from northern Michigan and beyond. Boyne City will also be known for its entrepreneurial spirit. Support for local entrepreneurs will be enhanced through the Boyne City Development Fund to assist new business development.

Working in cooperation with other community organizations, downtown Boyne City in 2020 will have an active program of promotions and social activities to enhance the quality of life for all. In 2020 the Boyne Arts Festival will celebrate its 10th anniversary and be recognized as a premier community event. The *year-round* Boyne City Farmer’s Market will continue to serve *the community and* all local food producers. ~~and will have become a year-round market.~~

In ~~2024~~, Downtown Boyne City’s spectacular natural beauty will be further enhanced by the expansion of the Boyne Riverwalk on both sides of the Boyne River between Lake and East streets, linking to the trailway system on Spring Street. Bike paths from Young State Park and Boyne Falls into downtown Boyne City will connect with regional bike paths for year-round recreational opportunities. Enhancements to Sunset Park and Veterans Park will be completed in keeping with the Waterfront Master Plan and 2010 Downtown Development Plan. The shore of Lake Charlevoix will be preserved and enhanced with a mile long of a well-maintained walking path from the north boat launch to Peninsula Beach.

In ~~2024~~, the Boyne City Main Street Program will be recognized as the premier leadership organization in the community, one that is fully staffed and offering a wide range of resources to downtown businesses and the entire community.



Date: June 12, 2014
To: Main Street Board
From: Hugh Conklin, program manager
RE: Façade Grant

Two applications were received for the Main Street Façade Grant Program and reviewed by the Design Committee. Bill Noblett submitted an application for his building at 440 Boyne Avenue (the corrugated metal building) and Chris Frasz submitted an application for his building at 109 Water St., known as the Atrium Building. Both applications are attached. Funds for the façade grant program are raised from Boyne Thunder.

Mr. Noblett plans to renovate the entire exterior of the building and replace the roof. The estimate for the project is \$62,250. Mr. Frasz plans to continue the restorative exterior masonry work started last fall, with work on the west façade and the front façade.

After reviewing the applications, the design committee is recommending a \$10,000 grant to Mr. Noblett and \$2,000 grant to Mr. Frasz. This is \$2,000 more than budgeted for the program but the design committee feels these two projects deserve support. The strong support for Mr. Noblett's building is that it addresses a long-standing priority of the Main Street Program to improve the entryway into downtown. The building received design services from the Michigan Main Street Center three years ago and the restoration will closely match the recommendations. The committee feels improvements to this building will have a positive impact on the downtown entryway corridor and hopefully spark additional investment in the area.

Recommendation

The Main Street Board approve \$12,000 for the 2014-15 façade grant program and support the recommendation of the Design Committee to allocate \$10,000 for the 444 Boyne Avenue property and \$2,000 for the 109 Water Street property and authorize the Main Street Manager to sign the appropriate documents. No funds will be released until the projects are completed.



Boyne City Main Street / DDA Façade Grant Program Guidelines

Background

The Boyne City Façade Grant Program is a program of the Boyne City Main Street Program.

Program Purpose

The grant program is to encourage private investment through the rehabilitation and improvement of facades within the Boyne City Main Street District, to encourage good design that will serve as quality examples, and to preserve the architectural character that is distinctive to Boyne City. By improving the appearance of the building facades, the program serves to improve the economic viability of the downtown.

Program Description

This program provides a matching grant for façade improvements within the Main Street District. It is a competitive grant program. For every dollar awarded the applicant must spend an equal amount. Individual grant amounts will be up to 50 percent of project cost. \$10,000 is allocated to be awarded during the current budget year. The façade grant program is funded by the Boyne City Main Street Program with funds raised through Boyne Thunder. Recommendations for funding grant applications will be made by the Main Street Design Committee to the Main Street Board which will make all final grant-funding decisions. There is no set minimum or maximum number of projects per year.

Program Target Area

The target area for the Boyne City Main Street Façade Incentive Grant Program is the Downtown Development District with a special emphasis on properties outside the core downtown district. (Please see Exhibit A: Target Program Area Map)

Eligible Applicants

Property owners or leaseholders of all commercial or mixed use buildings within the Main Street district area are eligible to apply for grant funds. In the case a leaseholder applies they must submit a notarized letter of permission from the property owner with their application.

Eligible Improvements

All grant-funded improvements must be permanent and must meet all State, County and Local code requirements. Improvements must also follow the Boyne City Main Street Design Guidelines. (Copies are available from the Main Street office) Applications for projects must be reviewed and approved by the Design Committee and Main Street / DDA Board. Eligible items include, but may not be limited to:

- Removal of siding that was used to cover original building materials
- Exterior brick or wall surface cleaning
- Pointing of brick/mortar joint repair
- Patching and painting of facade
- Window and/or door replacement/repair
- Awnings
- Any architectural details in need of repair and/or replacement

Funding Guidelines

Projects must be completed within one year of the date the grant is awarded. If requested, extensions of grant funds may be considered.

Improvements made through the Façade Incentive Grant Program must be maintained by the applicant and may not be removed or significantly altered for a period of five years, according to the Historic Preservation Easement that must be executed following the approval of a grant award.

All applicants must be in good standing with the City of Boyne City which includes being current with all fees, permits and taxes.

No grant will be awarded until the project is 100% complete and all City approval processes completed (i.e., final inspection on all building permits and final inspection of grant work). For example, if the services of an architect are needed, reimbursement to applicant for architectural expenses will be paid to the applicant at the end of the project as part of the total grant award. The grant is awarded on a reimbursement basis.

Application Process

1. Meet with the Main Street program manager and Design Committee chair to explain scope of project.
2. Complete a grant application and submit to the Main Street office by April 30. All applications must include design plans and estimates for the proposed work. A detailed description of the work to be completed along with building photos showing the areas where the work will be done must be submitted.
3. Applications will be reviewed by the Main Street Design Committee, which serves as the grant review committee. The final grant decision will be made by the Boyne City Main Street/DDA Board.
4. All grantees will be required to sign a Historic Preservation Easement which guarantees the maintenance and preservation of the improvements for a period of five years.
5. When the project is completed and "Before" and "After" pictures are submitted, Main Street staff will verify work has been completed as specified in the grant application.
6. When completed the applicant must submit copies of invoices, receipts, and an itemized statement of the total cost of the project signed by the applicant. All documentation for payment must be provided at one time to the Boyne City Main Street for one payout. After receipt and verification of the information, the Boyne City Main Street will release the grant money to the applicant. The grant is awarded on a reimbursement basis.

Program Amendments

The details of the Boyne City Main Street Façade Incentive Grant Program may be amended subject to the formal approval of the Boyne City Main Street Board.

Contact Information

For questions or to apply for the Façade Grant Incentive Program, contact the Boyne City Main Street Office.

\$62,250 - OAC 5/23/14 3

Total Cost of Improvement \$ "A" STREET - \$17,565.25 / BOYNE AVE \$ 15,739.60

Incentive Amount Requested \$ \$10,000 - OAC 5/23/14

The following information must be submitted with your application:

1. Project Improvement Plans drawn to scale, if applicable
2. Samples of paint colors to be used on facade improvements
3. Photograph(s) of existing condition of property
4. Proposed budget and detailed cost estimates for work
5. Written permission by property owner, if tenant
6. Proof of payment of taxes

The Applicant certifies and agrees to the terms and conditions set forth below:

1. The Applicant is the owner or tenant of a property in the Boyne City Main Street District as outlined in the Boyne City Main Street Façade Incentive Grant Program Guidelines Exhibit "A", hereinafter referred to as "Program Guidelines."
2. The Applicant is in good standing with the City of Boyne City in terms of payment of taxes and utilities.
3. The Applicant agrees to be bound by the rules as outlined in the Program Guidelines and should consult the Downtown Design Guidelines when making decisions regarding the aesthetic quality of the façade design.
4. All improvements to be undertaken will be consistent with all applicable zoning and building codes. Further, if review is necessary by the Boyne City Planning Commission in accordance with the Boyne City Zoning Ordinance, the review will be conducted before the work on the façade begins.
5. Only the work that is outlined on the application will be eligible for reimbursement.
6. The project must be completed within one year of approval of the application. Extensions may be considered for unforeseen circumstances. The project is not eligible for reimbursement if the work is not completed during the approved time period.
7. Funds are awarded on a reimbursement basis. Disbursement of funds shall be made only after the entire project is complete and certified by Main Street to be in compliance with the approved design. The Applicant must submit copies of invoices, receipts and an itemized statement of the total cost of the project, signed by the applicant. All documentation for payment must be provided at one time to Main Street for one payout.

- 8. The Applicant understands that he/she is responsible for the construction management for the entire project.
- 9. It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and incompliance with all federal, state, and local safety conditions, safety regulations, building codes, ordinances and other applicable regulations.
- 10. The applicant shall, at his/her own expense, indemnify, protect, defend and hold harmless the City and/or its agents and employees, from all claims, damages, lawsuits, costs, and expenses, for any property damage, personal injury or other loss relating in any way to the Boyne City Main Street Façade Incentive Grant Program.
- 11. The Applicant understands that he/she is responsible for the maintenance of the facade improvements described here for a period of five years from the project completion in accordance with the Historic Preservation Easement that will be executed in the event this application is approved.

Applicant's Signature William Noblett Date 4-28-14

Property Owner's Signature William Noblett Date 4-28-14

Complete and return to Boyne City Main Street, 112 South Park St., Suite F, Boyne City, MI. 49712

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Applicant's Name WILLIAM NobleTT

Property Address 444 BOYNE AVE.

Is the applicant the property owner Yes No

Business Name CARPENTREE INC

Business Mailing Address 04265 CHATELET DR , BOYNE CITY

Business owner WILLIAM NobleTT

Phone# 231-582-2993 Email: wnoblett@yahoo.com

Property Owner Name WILLIAM & DEBRA NOBLETT

Property Owner Address 04265 CHATELET DR BOYNE CITY

Parcel # 051-335-079-00

Present Use of Building WAREHOUSE - WOOD SHOP

Have you secured financial resources for this project? (Please be specific)

PERSONAL RESOURCES
 PRIVATE INVESTOR
 BANK OF NORTHERN MICHIGAN

Improvement(s) Planned (check whichever applies)

- Exterior brick or wall surface cleaning
- Pointing of brick/Mortar joint repair
- Patching and painting of facade walls
- Window and/or door replacement/repair
- Cornice repair and/or replacement
- Awnings
- Other (please specify) SEE ATTACHED

Facade(s) Impacted Front Rear Side Corner lot

Proposed renovations of 444 Boyne Ave building facade to include the following:

R Street facade;

- Removal of existing windows and entry door.
- Removal of existing metal siding (to be used on interior).
- Installation of new 9' x 9' overhead door (white).
- Installation of new 4' x 4' gable window (white).
- Install new entry door (white).
- Install new wood trim around windows and door (white).
- Install new fascia and soffit (white)
- Install new corrugated metal siding (burnished slate).
- Install canopy over entry door (galvalume).
- Paint wood trim (white).

Boyne Ave facade;

- Removal of existing windows and entry door.
- Removal of existing metal siding to deck (to be used on interior).
- Installation of new 9' x 8' overhead door (white)
- Installation of new 5' x 5' window (white).
- Install new wood trim around windows and door (white).
- Install new fascia and soffit (white) length of building.
- Install new corrugated metal siding (burnished slate) to deck.
- Paint remaining existing siding to match new.
- Paint wood trim (white).

East Main facade;

- Remove existing doors.
- Removal of existing metal siding (to be used on interior).
- Installation of new 9' x 8' overhead door (white).
- Installation of new entry door (white).
- Installation of new 4' x 4' gable window (white).
- Install new wood trim around doors (white).
- Install new fascia and soffit (white).
- Install canopy over entry door (galvalume).
- Paint wood trim (white).

West side facade;

- Install new fascia and soffit (white).
- Paint metal siding to match new.

Roof;

- Remove existing metal roofing.
- Replace deteriorated roof sheathing.
- Installation of new metal roofing (galvalume).

Total restoration expense: \$62,250.50

Boyne City Main Street / DDA Façade Grant Program

Water Street Atrium Building
109 Water St., Boyne City

April 29, 2014

To Whom It May Concern:

Please find enclosed the requested information for the Boyne City Main Street / DDA Façade Grant Program.

In brief, I would like to do restorative exterior masonry work on the 109 building to address brick spalling and mortar deterioration, in order to maintain/address wearing areas on the front and brick walkway side of the building and engage in work to maintain the historical aspects of the building.

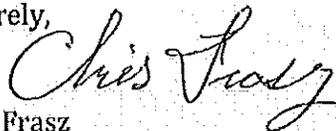
Both detailed proposals are submitted within. For the front, full tuckpointing and mortar joint work would be done, while also maintaining the historic dental brick work towards the top of the building, which is in most need of attention. Work would also include addressing failing bricks that were hidden underneath a metal overhang put on the front of the building.

Last year on the west elevation, I had done as much work as my finances allowed, which included tuckpointing and mortar work from the top of the window transoms to the top edge of the building, also addressing the old and rusty metal cap. The balance of the work would consist of continuing down the side to the ground level.

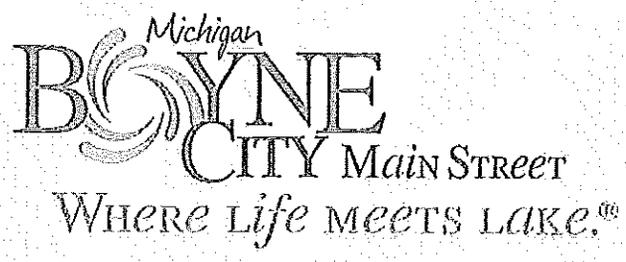
It would be wonderful to receive the full match request as noted within, or I would be grateful for a portion also.

Thank you for your time and consideration, and please feel free to contact me with any questions.

Sincerely,



Chris Frasz



Applicant's Name CHRIS FRASZ

Property Address 109 WATER ST

Is the applicant the property owner Yes No

Business Name WATER STREET ATRIUM, LLC

Business Mailing Address 109 WATER ST., BOYNE CITY

Business owner CHRIS FRASZ + MICHELE NICKEL-FRASZ

Phone# 582-9299 Email: cfras2@yahoo.com

Property Owner Name same

Property Owner Address same

Parcel # 15051-340-081-40

Present Use of Building RETAIL + BUSINESS OFFICES (5 Different businesses in building)

Have you secured financial resources for this project? (Please be specific)

YES, in Chase bank account. I can submit supporting documentation if needed. (screen shot attached)

Improvement(s) Planned (check whichever applies)

- Exterior brick or wall surface cleaning
- Pointing of brick/Mortar joint repair
- Patching and painting of facade walls
- Window and/or door replacement/repair
- Cornice repair and/or replacement
- Awnings
- Other (please specify)

Facade(s) Impacted Front Rear Side Corner lot

↳ along brick walk way leading to river walk

Total Cost of Improvement \$ 19,950.00 (\$12,450.- + \$7,500.-)
 Incentive Amount Requested \$ 9,975.00 (\$6,225.- + \$3,750.-)

The following information must be submitted with your application:

1. Project Improvement Plans drawn to scale, if applicable
2. Samples of paint colors to be used on facade improvements
3. Photograph(s) of existing condition of property
4. Proposed budget and detailed cost estimates for work
5. Written permission by property owner, if tenant
6. Proof of payment of taxes

The Applicant certifies and agrees to the terms and conditions set forth below:

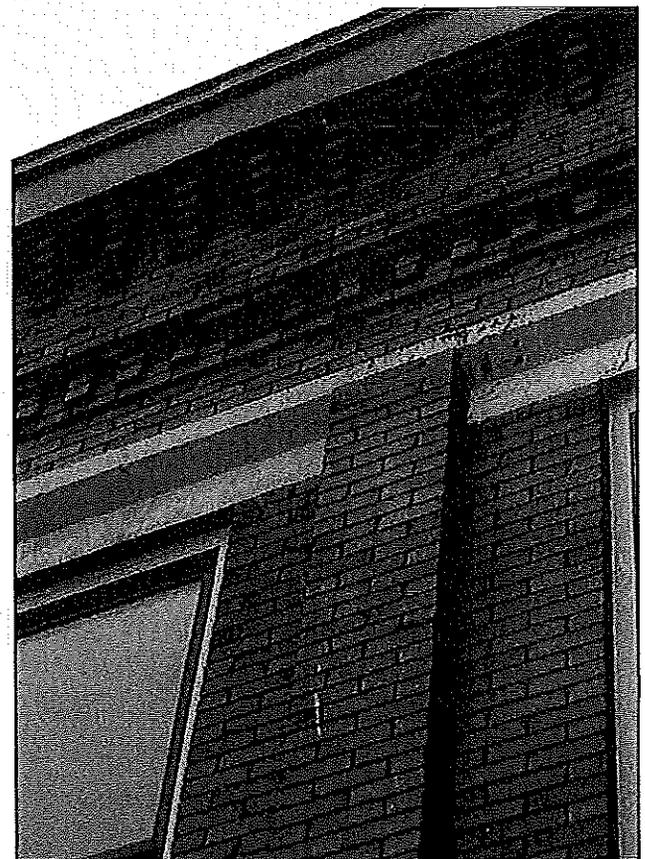
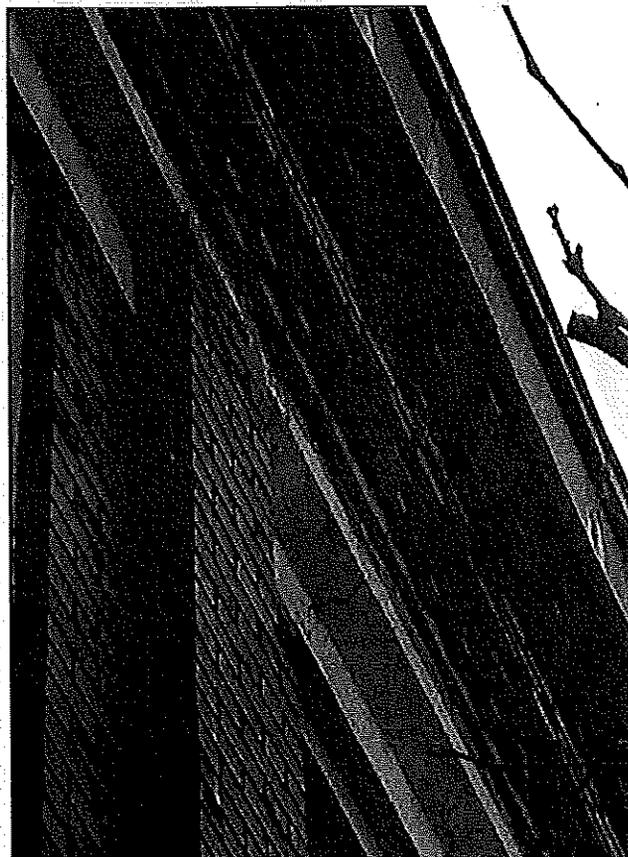
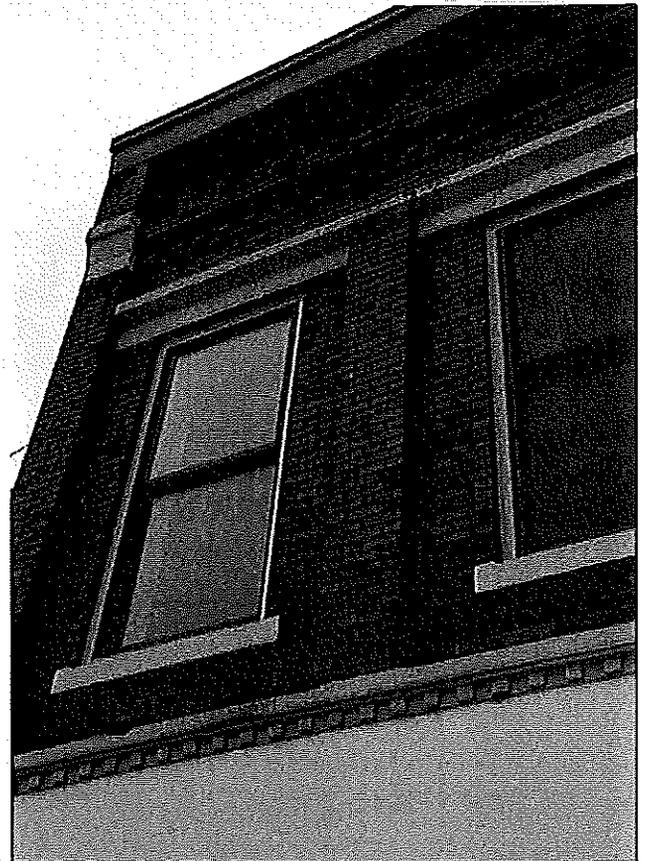
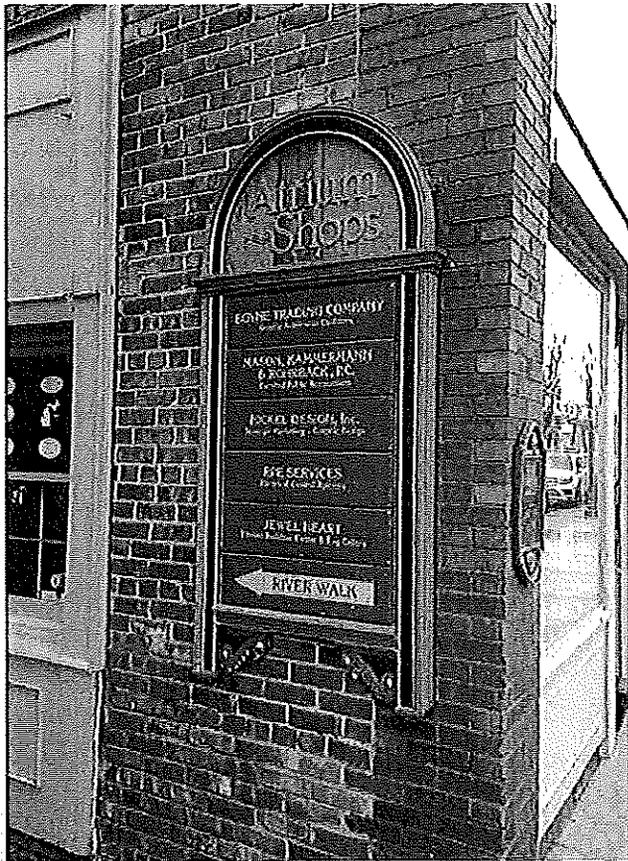
1. The Applicant is the owner or tenant of a property in the Boyne City Main Street District as outlined in the Boyne City Main Street Façade Incentive Grant Program Guidelines Exhibit "A", hereinafter referred to as "Program Guidelines."
2. The Applicant is in good standing with the City of Boyne City in terms of payment of taxes and utilities.
3. The Applicant agrees to be bound by the rules as outlined in the Program Guidelines and should consult the Downtown Design Guidelines when making decisions regarding the aesthetic quality of the façade design.
4. All improvements to be undertaken will be consistent with all applicable zoning and building codes. Further, if review is necessary by the Boyne City Planning Commission in accordance with the Boyne City Zoning Ordinance, the review will be conducted before the work on the façade begins.
5. Only the work that is outlined on the application will be eligible for reimbursement.
6. The project must be completed within one year of approval of the application. Extensions may be considered for unforeseen circumstances. The project is not eligible for reimbursement if the work is not completed during the approved time period.
7. Funds are awarded on a reimbursement basis. Disbursement of funds shall be made only after the entire project is complete and certified by Main Street to be in compliance with the approved design. The Applicant must submit copies of invoices, receipts and an itemized statement of the total cost of the project, signed by the applicant. All documentation for payment must be provided at one time to Main Street for one payout.

- 8. The Applicant understands that he/she is responsible for the construction management for the entire project.
- 9. It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and incompliance with all federal, state, and local safety conditions, safety regulations, building codes, ordinances and other applicable regulations.
- 10. The applicant shall, at his/her own expense, indemnify, protect, defend and hold harmless the City and/or its agents and employees, from all claims, damages, lawsuits, costs, and expenses, for any property damage, personal injury or other loss relating in any way to the Boyne City Main Street Façade Incentive Grant Program.
- 11. The Applicant understands that he/she is responsible for the maintenance of the facade improvements described here for a period of five years from the project completion in accordance with the Historic Preservation Easement that will be executed in the event this application is approved.

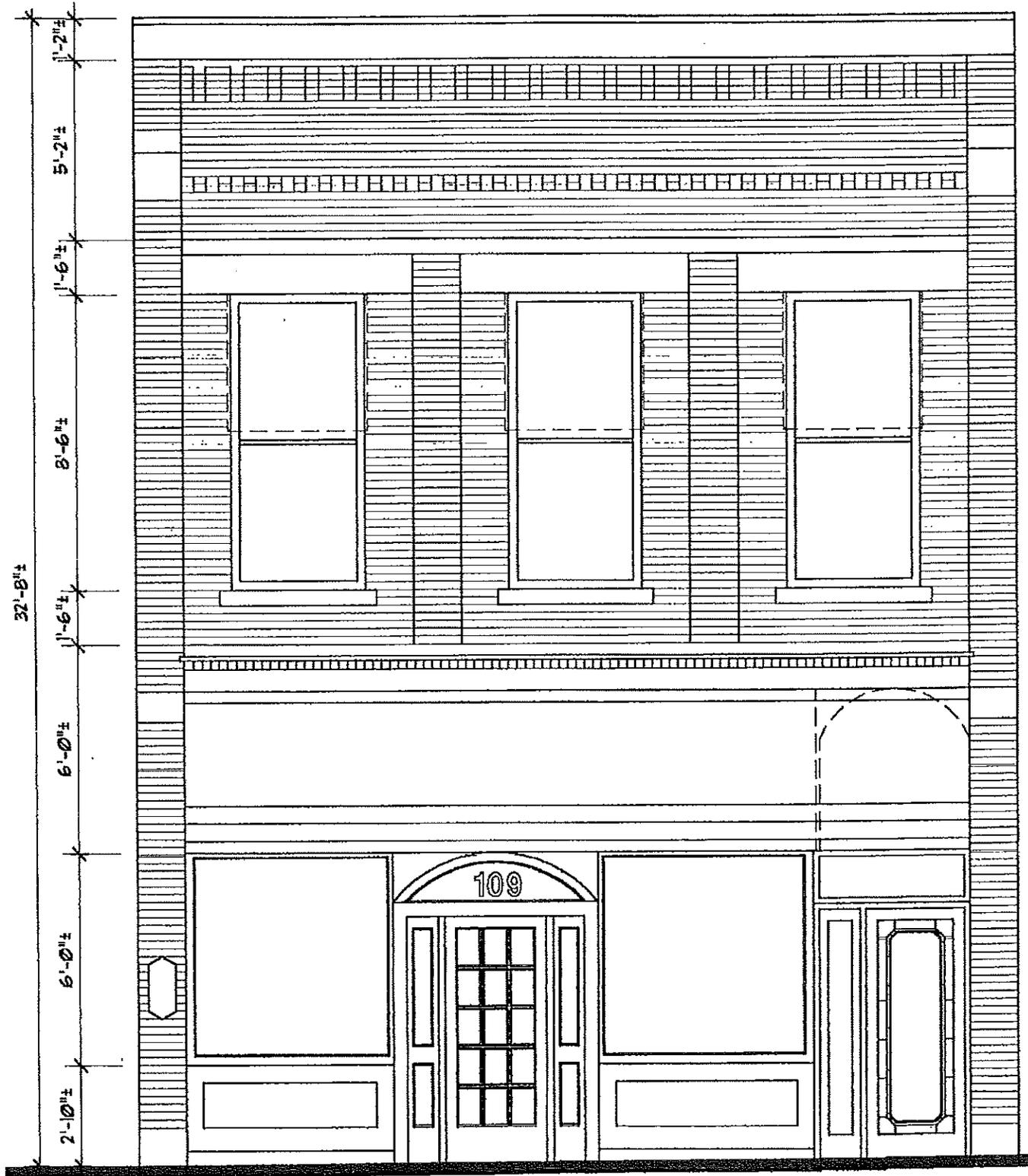
Applicant's Signature Chris Trasy Date 4-29-14

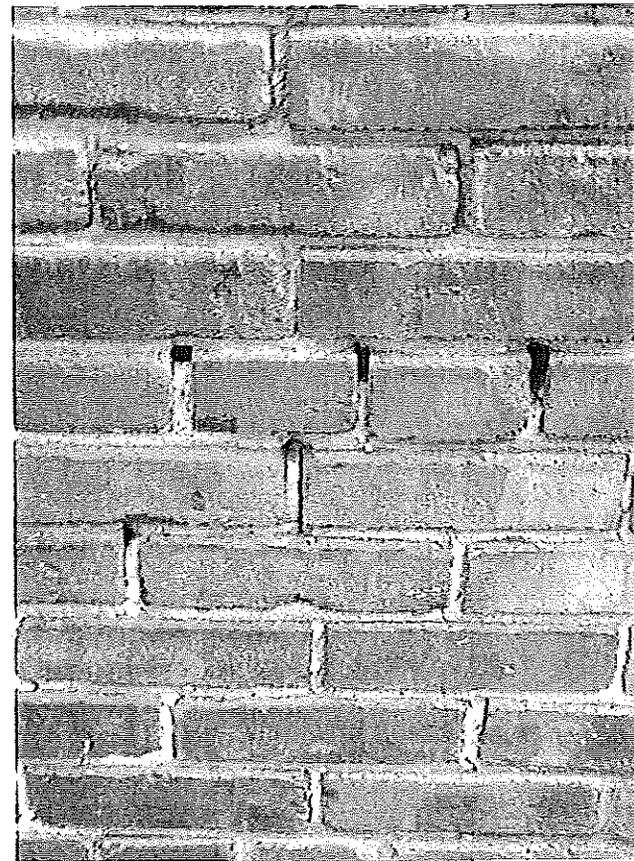
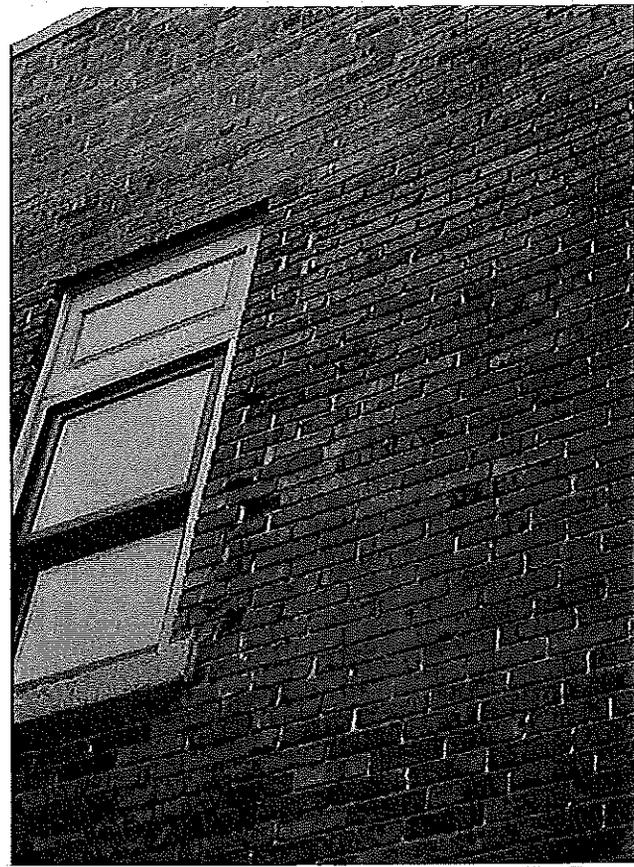
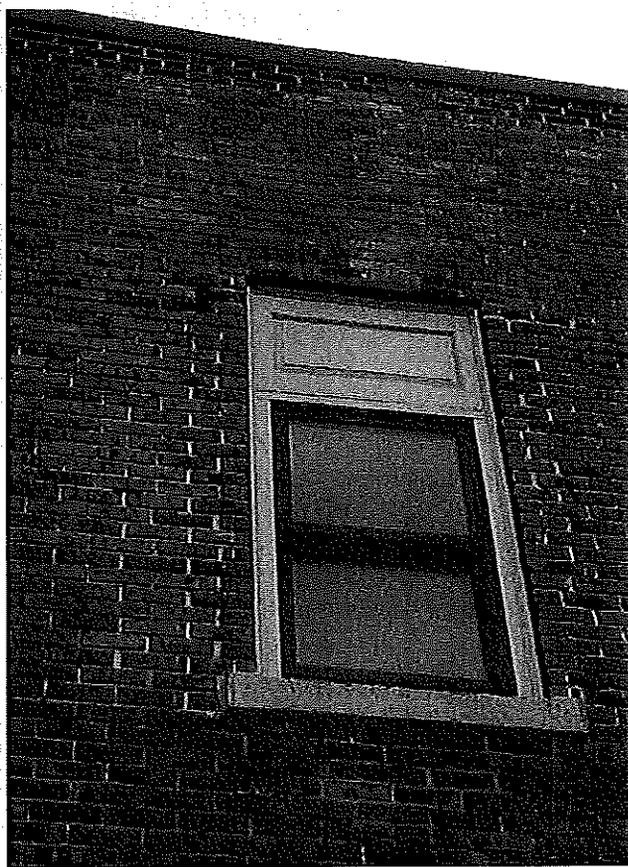
Property Owner's Signature Chris Trasy Date 4-29-14

Complete and return to Boyne City Main Street, 112 South Park St., Suite F, Boyne City, MI, 49712



BUILDING SIGN NAMEPLATE AND SOUTH ELEVATION,
BUILDING FRONT.





WEST ELEVATION - SIDE ALONG BRICK WALKWAY TO RIVER WALL

NRWS

P.O. BOX 146 GRAWN, MI 49637
(231)276-7192 FAX (231)276-7695
NRWS02@AOL.COM

October 2, 2013

Nickel Design, Inc.
109 Water St.
Boyne City, MI 49712
Attn: Chris Frasz
Project: Exterior Masonry Restoration
109 Water St.

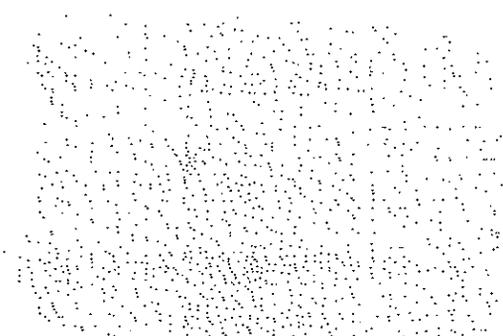
We propose to complete the following work on the above mentioned projects, furnishing all labor, material, equipment and insurance, per attached specifications. Davis Bacon wage scales are included in this quote.

1. Perform tuckpointing of all defective mortar joints. This includes replacement of off colored mortar on the storefront elevation only. Also included is tuckpointing of 100% of the mortar joint from the upper window heads to the roof edge of the side elevation.
2. Replace all defective brick.
3. Perform restoration cleaning of the exterior masonry surfaces.
4. Apply clear liquid water repellent to all exterior masonry surfaces.
5. Re-anchor loose cornice metal on the storefront elevation. ** will address brick under*
6. Remove canvas canopies on the side elevation prior to masonry repairs and reinstall *cornice metal also* upon completion.

Storefront Elevation \$7,500

per 3/11/14 phone conversation

Sincerely,
Richard Vanderley
RV/jv



9

NRWS

**P.O. BOX 146, GRAWN, MI 49637
(231)276-7192 FAX (231)276-7695
NRWS02@AOL.COM**

January 13, 2014

Nickel Design Inc.
109 Water ST.
Boyne City, MI 49712
Attn: Chris Frasz

Project: Remainder of Restoration on West Elevation

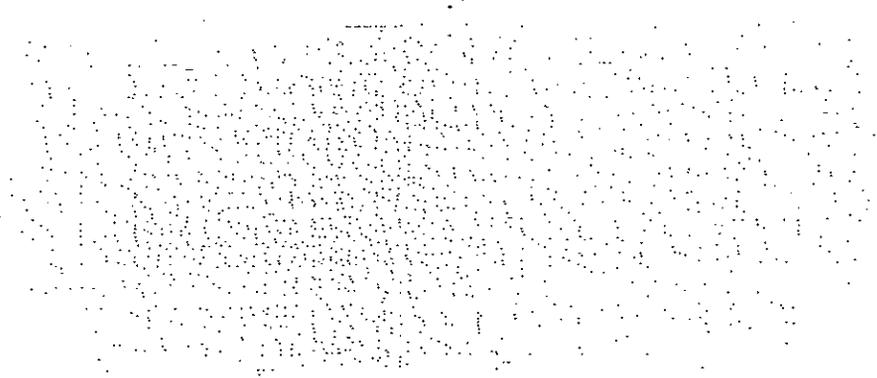
We propose to complete the following work on the above mentioned project, furnishing all labor, materials, equipment and insurance.

1. Perform tuckpointing of remainder of wall that was not completed in previous project.
2. Remove and replace any defective brick.
3. Perform restoration cleaning of masonry. This will bring appearance close to original.
4. Apply clear water repellent.

For the sum of \$12,450.00

Sincerely,

Eric Vanderley
EV/jv



WATER STREET ATRIUM LLC

Deposit Accounts

Total balance: \$12,391.78

Account

BUSINESS CLASSIC (...2194)

Present balance
Available balance

\$12,391.78
\$12,391.78

See statements Pay bills Make a transfer Deposit checks

Print Date: 04/30/2014
Recpt Date: 12/27/2013

2013
Official Winter Tax Receipt
BOYNE CITY
15051-340-081-40

Recpt No: 00000802

11

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

Received of:
WATER STREET ATRIUM LLC
109 E WATER ST
BOYNE CITY MI 49712

TAXABLE: 140,100 SEV: 140,100 SCHL: 15020
PRE/MBT: 0.0000 CLASS: 201

PREVIOUS PAYMENTS

PREVIOUS PAYMENTS

Date	Chk #	Amount	Date	Chk #	Amount
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** CURRENT PAYMENT **

Date	Chk #	Amount
12/27/2013	1200	2,437.42

Total Recvd: 2,437.42

DETAILED BREAKDOWN OF BILLING/PAYMENTS FOR 15051-340-081-40

DESCRIPTION	MILLAGE	Tax Billed	Total Paid	BALANCE
BC SCHOOL OPER	9.0000	1,260.90	1,260.90	0.00
BC SCHOOL DEBT	1.6750	234.66	234.66	0.00
CHAR EM ALLOC	0.2000	28.02	28.02	0.00
SPECIAL ED 64	0.6713	94.04	94.04	0.00
SPECIAL ED 08	1.1600	162.51	162.51	0.00
VOCATIONAL ED	0.7500	105.07	105.07	0.00
BOYNE LIB OP 96	0.6367	89.20	89.20	0.00
BOYNE LIB OP 04	0.3329	46.63	46.63	0.00
COUNTY TRANSIT	0.2500	35.02	35.02	0.00
COUNTY RECYCLING	0.1500	21.01	21.01	0.00
CO. SR CITIZEN	0.6500	91.06	91.06	0.00
GRANDVUE OPER	0.7500	105.07	105.07	0.00
COUNTY ROADS	1.0000	140.10	140.10	0.00

Admin Fee		24.13	24.13	0.00
Interest/Pen		0.00	0.00	0.00
Over Payments		0.00	0.00	0.00
TOTALS ----->	17.22590	2,437.42	2,437.42	0.00

CNTY: 10/01 - 9/30 Cty: 5/1 - 04/30
SCHL: 7/1 - 6/30 ST : 10/1 - 9/30

Property Description

DDA SP0685 FORM 340-081-30 THE WLY 25 FT OF THE FOLL
DESC PROP: COMAT SW COR OF LOT 81 OF THE PLAT OF THE
VILLAGE OF BOYNE TH E 50 FT AL ST LI TH N TO THE BOYNE

Addr: 109 WATER ST E

I HEREBY CERTIFY THAT APPLICATION WAS MADE TO PAY
ALL TAXES, SPECIAL ASSESSMENTS AND SURCHARGES, DUE
AND PAYABLE AT THIS OFFICE ON THE DESCRIPTION SHOWN
IN THIS RECEIPT EXCEPT THOSE AMOUNTS SHOWN IN
THE 'BALANCE' COLUMN ABOVE.

To: WATER STREET ATRIUM LLC
109 E WATER ST
BOYNE CITY MI 49712

TREASURER

Cashier Karen

Print Date: 04/30/2014
Recpt Date: 09/06/2013

2013
Official Summer Tax Receipt
BOYNE CITY
15051-340-081-40

Recpt No: 00001346

12

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

Received of:
WATER STREET ATRIUM LLC
109 E WATER ST
BOYNE CITY MI 49712

TAXABLE: 140,100 SEV: 140,100 SCHL: 15020
PRE/MBT: 0.0000 CLASS: 201

PREVIOUS PAYMENTS

PREVIOUS PAYMENTS

Date	Chk #	Amount	Date	Chk #	Amount
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** CURRENT PAYMENT **

Date	Chk #	Amount
09/06/2013	1197	5,219.25

Total Recvd: 5,219.25

DETAILED BREAKDOWN OF BILLING/PAYMENTS FOR 15051-340-081-40

DESCRIPTION	MILLAGE	Tax Billed	Total Paid	BALANCE
STATE EDUCATIO	6.0000	840.60	840.60	0.00
COUNTY ALLOCATE	4.7000	658.47	658.47	0.00
SCHOOL OPERATIN	9.0000	1,260.90	1,260.90	0.00
SCHOOL DEBT	1.6750	234.66	234.66	0.00
CITY OPERATIN	15.5100	2,172.95	2,172.95	0.00
WATER & SEWER	0.0000	0.00	0.00	0.00
STREET DEBT	0.0000	0.00	0.00	0.00

Admin Fee		51.67	51.67	0.00
Interest/Pen		0.00	0.00	0.00
Over Payments		0.00	0.00	0.00
TOTALS ----->	36.88500	5,219.25	5,219.25	0.00

CNTY: 10/01 - 9/30 Cty: 5/1 - 04/30
SCHL: 7/1 - 6/30 ST : 10/1 - 9/30

Property Description

DDA SP0685 FORM 340-081-30 THE WLY 25 FT OF THE FOLL
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VILLAGE OF BOYNE TH E 50 FT AL ST LI TH N TO THE BOYNE
VILLAGE

Addr: 109 WATER ST E

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ALL TAXES, SPECIAL ASSESSMENTS AND SURCHARGES, DUE
AND PAYABLE AT THIS OFFICE ON THE DESCRIPTION SHOWN
IN THIS RECEIPT EXCEPT THOSE AMOUNTS SHOWN IN
THE 'BALANCE' COLUMN ABOVE.

To: WATER STREET ATRIUM LLC
109 E WATER ST
BOYNE CITY MI 49712

TREASURER

Cashier Karen