

**REQUEST FOR PROPOSALS:**

Sale of Real Property designated as  
The Boyne Theater  
Located at 216 S. Lake Street, Boyne City, MI 49712  
and owned by City of Boyne City Downtown Development Authority  
Boyne City Main Street

**PROPOSAL DUE DATE/TIME/PLACE:**

Wednesday, July 15th, 2026  
Attn: Ingrid Day, Executive Director  
Boyne City Main Street  
113 S. Lake Street  
Boyne City, MI 49712

**I. Request For Proposals Overview**

**A. Requests:**

The City of Boyne City Downtown Development Authority/ Boyne City Main Street (BCMS) is formally soliciting proposals for the purchase of the historic Boyne Theater property located in downtown Boyne City, Michigan 49712. BCMS is issuing this Request for Proposals (RFP) independently to maximize visibility and secure a fair price and proposed use that benefits the community for this asset.

**B. Responses:**

Respondents to this Request for Proposals (RFP) shall submit to BCMS, a proposal which will address the various components as set forth in this RFP on or before July 15<sup>th</sup>, 2026.

**II. Property Information**

**A. Location:**

The Boyne Theater is located on South Lake Street in downtown Boyne City, MI, with the official address of 216 S. Lake Street, Boyne City, Michigan 49712. The property is situated immediately adjacent to the Boyne City Taproom and includes an easement area with an alley running along the south side of the building.

## **B. History:**

Originally built in 1903 as the Bellamy Opera House, the Boyne Theater remains a key historic structure in the community. The City of Boyne City purchased the property in 2020.

## **C. Current Building Condition:**

No structural upgrades have been made to the property since its purchase. However, the building has been kept minimally heated, the fire suppression system remains operational, and a new inspection report is available for review.

## **D. Layout Features:**

The building's layout spans multiple levels, including a basement that currently houses the controls and water source for the shared fire suppression system. The main floor features the original opera house stage and rigging system, though all audience seating has been removed. The interior also includes a second-floor balcony and partitioned walls that were previously added to the main room to create a secondary theater space. This secondary area is currently configured as a pizzeria and bar, with cabinetry and a pizza oven remaining on-site. The building is serviced by an elevator. Potential buyers should note that the property shares several overlapping physical footprints and utility system crossovers with the adjacent Boyne City Taproom.

## **III. Property Use & Terms of Sale**

### **A. Property Use:**

There are no restrictions on the future use of the property.

### **B. Purchase Price & Earnest Money Deposit:**

All submitted proposals must include a clear purchase price offer. Additionally, all proposals must include a commitment to provide a 5% earnest money deposit upon the execution of a purchase agreement.

### **C. Title and Escrow Costs:**

The successful purchaser shall be solely responsible for paying all closing fees and costs, including the cost of the owner's title policy and escrow fees.

### **D. Commissions:**

BCMS agrees and acknowledges that it has not engaged the services of an agent or broker for the sale of this property. In the event a respondent has engaged an agent or broker, the respondent shall be solely responsible for the payment of said agent or broker, and such fees shall not be deducted from the purchase price.

### **E. Condition of Property:**

The property is being sold 'as is,' in its current condition and state of repair. BCMS make no representations, warranties, or guarantees regarding the physical condition of the property, and will not be responsible for any further repairs.

## **IV. Disclosures: Crossover Building Systems**

### **A. Disclosures:**

Potential buyers are advised that the property shares several physical systems and footprints with the adjacent Boyne City Taproom building.

Crossovers: The finalized Agreement for Shared Building Systems and Property Access will be executed shortly (and available for review) to manage these crossover items, which include:

- **Elevator Controls:** The mechanical room for the Theater's elevator is situated on the second floor of the Boyne City Taproom building.
- **Fire Suppression:** The controls and water source are located in the Theater's basement. The adjacent property owner has a perpetual right to access via a key obtained from the building owner during normal operating hours. The basement space must be heated to at least 45 degrees via two dedicated furnaces to prevent system failure.
- **Utilities:** The electrical system is separated. However, a single natural gas meter currently supplies both properties, and a near-future separation of this gas utility is planned.
- **Shared Spaces:** The Boyne City Taproom's dumpster is currently located on Theater property, subject to the License Agreement detailed in Section

IV(B); available for review upon request. The existing building alarm system continues to cover both the theater and the formerly leased second story space. Additionally, the adjacent tenant is currently relocating a compressed tap system air tank and continues to store three windows from a previous remodel on the site.

## **B. Existing Agreements & Personal Property:**

- **Pizza Oven:** A pizza oven is currently located on the second floor of the building. Pursuant to an existing Settlement Agreement, this oven was legally surrendered and abandoned by the previous tenant, and the property owner may dispose of it in their sole and absolute discretion. If the property owner plans to physically remove the oven from the premises, they will contact the previous tenant as a courtesy and nothing more, to inquire whether they would like to reacquire and remove the oven at their own expense.
- **Trash Bin License:** There is an active License Agreement allowing the adjacent tenant to store wheeled trash bins within a 100-square-foot portion of the Easement Area for a \$200 monthly fee. The property owner has the discretion to require the bins be relocated to another area upon 14-days' notice, or to revoke the agreement altogether upon 5-days' written notice.

## **V. Proposal Submission Requirements:**

To be considered complete, proposals should include the following information:

- **Cover Letter:** A cover letter indicating your interest in purchasing the property.
- **Purchase Offer:** The proposed purchase price for the property.
- **Statement of Terms:** A clear acknowledgment of the property disclosures, existing agreements, and an agreement to provide the required 5% earnest money deposit.
- **Proposed Improvements/Use:** A brief narrative of the proposed use of the property and any timetable for making improvements.

## **VI. Evaluation, Award Process, and Schedule:**

- **Submission Deadline:** All proposals must be submitted no later than July 15<sup>th</sup>, 2026.
- **Review Process:** The selection of a buyer will involve a multi-step review process. First, proposals will be compiled and reviewed by the Main Street Director and legal counsel.
- **Final Decision:** Following the initial review, the compiled proposals will be presented to the BCMS Board for discussion, consideration, and a final decision. Because this transaction involves the sale of real property, the discussion and ultimate approval of a proposal must take place during an open public meeting, pursuant to MCL 15.268(1)(d).
- **Rejection of Proposals:** BCMS reserves the right to reject any and all proposals, to waive any informality or defect in any proposal, and to accept any proposal deemed to be in the best interest of BCMS. BCMS is not responsible for any costs or damages incurred by respondents in connection with preparing or submitting proposals.

## **VII. Contact Information:**

Please direct all proposals and inquiries to:

Ingrid Day  
Executive Director, Boyne City Main Street  
113 S. Lake Street, Boyne City, MI 49712  
231-582-9009 | [mainstreet@boynecity.gov](mailto:mainstreet@boynecity.gov)





Front

Lake

Main