



MIDLAND CENTER CITY AUTHORITY

AGENDA

Wednesday, January 16, 2019, 3:00 P.M.,
Council Chambers, Midland City Hall, Midland, Michigan

1. Roll Call – Barth, Chappel, Ginis, Kaye, Kozuch, Miles, Mortensen, Rapanos, Schloemann,
2. Approval of Minutes - Regular Meeting of October 17, 2018 – **Kozuch**
board did not meet in November or December
3. Public Comments (unrelated to items on the agenda)
4. Center City Redevelopment Plan Update – **Tisdale**
5. Committee Reports
 - a. Governance and Sustainability Committee report – **Mortensen**
 - i. Grant Allocation Request for Façade Improvement Program
 - b. Marketing Committee report – **Chappel**
 - c. Physical Improvements Committee report – **Ginis**
 - i. Façade Application – Sticky Paws Donuts & Diner
6. Report of the Chairperson
7. Adjournment



MIDLAND CENTER CITY AUTHORITY

Minutes

Wednesday, October 17, 2018, 3:00 P.M.,
Council Chambers, Midland City Hall, Midland, Michigan

Call to Order 3:00 p.m.

Attending: Linda Barth, Jennifer Chappel, David Ginis, Brad Kaye, Joe Kozuch, Cliff Miles, Sharon Mortensen, Alex Rapanos, Chris Schloemann

Staff Attending: Selina Tisdale

Kozuch presented the minutes the regular meeting of September 19 , 2018 CCA Board meeting. Schloemann moved to approve the minutes, seconded by Miles. Minutes were approved.

Public Comments (unrelated to items on the agenda) - None

Committee Reports

Governance and Sustainability Committee – Mortensen reported for the G&S committee. Mortensen reported on that MKSK would present the findings report on the Center City Redevelopment Study to the steering committee and any board members that wanted to attend on Nov. 28. G&S also discussed the strategic planning/plan of work for 2019 and determined this planning session would be conducted following adoption of the Redevelopment Study focus.

Marketing Committee – Chappel reported that City Communications Coordinator Katie Guyer was joining the team to help with Center City marketing. The committee discussed the September Redevelopment workshops and marketing strategies for the Façade Improvement Program.

Physical Improvements Committee - Ginis reported that the committee reviewed several façade applications and approved the detailed landscaping drawing re-submitted by LeBeau Cabinets following the request of the board at the September meeting. The committee also discussed recommended language changes to the Façade Improvement Program (FIP) guidelines and potential areas for replenishing the program, which is nearly out of funding. Three FIP applications were reviewed and presented for approval.

WHEREAS the Physical Improvements Committee of the Center City Authority (CCA) reviewed and approved the façade application from Jason Cryderman, Great Lakes Investment Advisors, 135 N. Saginaw Road; now therefore RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a façade grant in the amount of \$3,305.50 and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.

Rapanos moved approval of the Cryderman FIP application, seconded by Chappel. Application was approved.

WHEREAS the Physical Improvements Committee of the Center City Authority (CCA) reviewed and approved the façade application from Jason Cryderman, Great Lakes Investment Advisors, 135 N. Saginaw Road; now therefore

RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a façade grant in the amount of \$1,694.50 and a façade loan in the amount of \$3,045.50 and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.

Mortensen moved approval of the Cryderman 2 FIP application, seconded by Schloemann. Application was approved.

WHEREAS the Physical Improvements Committee of the Center City Authority (CCA) reviewed and approved the façade application from David Downing, 2525 Washington Street; now therefore

RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a façade grant in the amount of \$2,500.00 and a façade loan in the amount of \$7,800.00 and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.

Chappel moved approval of the Downing FIP application, seconded by Mortensen. Application was approved.

Changes to language in the FIP guidelines were presented for approval. Within the Application Evaluation section, the following was changed:

“Applicant can begin a project once full application has been fully submitted and received through Façade Improvement Submittal Process.” And elimination of the sentence ***“Upon written notice of the approval, the applicant is authorized to commence work on the approved project.”***

Kozuch provided the report from the chair on various business and property activities in the district.

Meeting adjourned at 3:25 p.m.



CENTER CITY AUTHORITY
Governance and Sustainability Committee
Wednesday, December 19, 2018
10:00 A.M., City of Midland Council Overflow

Members Present: Brad Kaye, Joe Kozuch, Scott Marquiss, Cliff Miles,
Members Absent: Sharon Mortensen
Staff: Selina Tisdale

The October Governance & Sustainability Committee minutes were presented for approval. Miles moved approval, seconded by Marquiss. Minutes were approved.

Discussed the November 28 presentation of the Center City Redevelopment Plan by MKSK. Timeline moving forward should start with a Steering Committee's review and recommendation of the plan, if possible, for the January 16 CCA Board meeting. Followed by introductions at the City Council and Planning Commission level. Tisdale will work to schedule a steering committee meeting in early January.

Discussed the Midland Area Community Foundation's grant of \$100,000 to replenish the Façade Improvement Program. The MACF would like to see a match of some proportion. Miles moved that a request be made to the Center City Authority board to allocate \$50,000 of the \$1 million Dow Grant be used to provide a 2:1 match of the foundation grant, motion was seconded by Marquiss. Motion was unanimously approved.

Reviewed agenda for December 19 CCA Board meeting.

Meeting adjourned 11:00 a.m.

The next meeting is Wednesday, January 9, 2019 at 10:00 a.m.

WHEREAS, the Midland Area Community Foundation's generous \$150,000 grant in 2014 provided the original funding the Center City Façade Improvement Program; and

WHEREAS, four years later the original funding has been depleted; and

WHEREAS, the Midland Area Community Foundation has generously granted another \$100,000 toward the program provided a funding match is available; and

WHEREAS, the Dow Chemical Company has provided a \$1 Million grant to be used for economic development activities in the district; now therefore

RESOLVED, that the Governance and Sustainability Committee recommends the Center City Authority Board allocate \$50,000 of the \$1 million Dow Grant to the Façade Improvement program to partially match the grant provided by the Midland Area Community Foundation.

Presented to the Center City Authority Board on January 16, 2019

Motion made by:

Motion supported by:

Yeas:

Nays:

Abstain:

Absent:

Vote:



**CENTER CITY AUTHORITY
MARKETING COMMITTEE MEETING
Minutes
Monday, December 10, 2018, 2:00 P.M.**

Attending: Jennifer Bruzewski, Jennifer Chappel, Ben Tierney,

Absent: Chris Schloemann, Anna Hough, David Bailey, Dave Ginis, Joe Kozuch,

Staff Attending: Selina Tisdale, Katie Guyer

Tisdale reviewed the Redevelopment Plan and the forward timeline.

Tisdale updated the group on potential replenishment of the Façade Improvement Program (FIP) and the need to prepare marketing materials for the program.

Guyer reviewed Façade Improvement Program (FIP) marketing materials previously development. Guyer will reach out to FIP recipients to complete some holes still existing in the materials. The materials will be developed as handouts for face to face visits, social media promotions and a mail able postcard with a link to online materials encouraging district properties to visit and apply. Tisdale will develop a list of locally owned business to target market the program to.

Committee members should continue to update the contact list on Google Docs. The committee will identify contacts that each member will make in effort to gain their interest Center City issues and participation in the upcoming redevelopment study.

https://drive.google.com/drive/folders/1ZM_bFVXE9tNwxxHLuQQ1eWipiYk11KH2?usp=sharing
MEMBERS MAY MAKE CHANGES TO THE ADDRESS BUT PLEASE DO NOT DELETE ANY BUSINESSES
(STRIKE THROUGH FOR BUSINESSES NO LONGER IN EXISTANCE)

Meeting adjourned: 2:50 p.m.

Next meeting will be on Monday, January 14, 2019 2:00 p.m.



CENTER CITY AUTHORITY
Physical Improvements Committee Meeting
Tuesday, December 11, 2018 3:30 pm
Isabella Bank Conference Room

Present: Dave Ginis, Joe Kozuch, Julie Ratcliffe, Alex Rapanos, Paul Reder, Gary Shaffner
Mike Williams
Absent: Barbara Junga, Jeff Hert,
Staff: Selina Tisdale

The November minutes were presented for approval. Ratcliffe moved for approval, seconded by Rapanos. Minutes were approved.

Tisdale reported that the Midland Area Community Foundation has provided a \$100,000 grant toward replenishing the Façade Improvement Program (FIP) but would like to see a match consideration. The Governance and Sustainability committee will be discussing the possibility of allocation a portion of the Dow Grant toward this.

Reviewed application to Façade Improvement Program from Sticky Paws Donuts & Diner. Kozuch moved that application be approved for \$2,457.50, seconded by Rapanos. Motion approved.

Tisdale reviewed that CCA Marketing Committee is working on FIP marketing program.

Held a discussion on whether or not grants should be repaid upon sale of property. Committee determined that no repayment are necessary on grants, but filing the loans as lien against the property would be of interest.

Committee discussed the Redevelopment Plan presented on November 28 and the forward timeline.

Committee would like City Planner Grant Murschel to attend January meeting to discuss Art Everywhere opportunities and limitations.

Light poles are still not painted at Saginaw and Washington Street.

Missing Center City sign has been located. Inquiry was made as to whether ABC construction school or Midland High trades classes might do repair work? Committee would like to receive an estimate on the repair work. Committee recalls that the maintenance after installation would go to City of Midland as part of the entrance ways way finding signs maintenance fund.

Schedule winter banners to go up December 1 next year.

Catmint has been trimmed and cleaned up as of late November.

Five or six Consumers lights are out in the Circle area and have been reported to city.

Meeting adjourned at 4:45 p.m.

Next meeting: Tuesday, January 8, 2019



CENTER CITY AUTHORITY
Physical Improvements Committee Meeting
Tuesday, January 8, 2019 3:30 pm
Isabella Bank Conference Room

Present: Dave Ginis, Jeff Hert, Barbara Junga, Joe Kozuch, Alex Rapanos, Mike Williams
Absent: Julie Ratcliffe, Paul Reder, Gary Shaffner
Staff: Selina Tisdale, Grant Murschel

The December minutes were presented for approval. Kozuch moved for approval, seconded by Rapanos. Minutes were approved.

Held a conversation about Arts Everywhere and the district's interest in sponsoring some building murals. Murschel reviewed the criteria used when determining whether or not the content of the art work is appropriate given the location of the artwork and the business represented by the mural. Best to consult with the planning department when beginning any mural art project. Rapanos will talk to Carol Rumba from Creative 360 regarding an Arts Everywhere mural project in the district and maybe invite her to attend a meeting.

Tisdale will follow up on the missing way finding sign.

Kozuch is concerned some of the tall, skinny way finding signs are starting to warp or bend.

Discussed the medians, one that was trimmed is much cleaner. If the plants do well in the spring this will be a nice, clean solution long term.

Inquiry was raised as to whether or not City Council has final authorization of allocation of any of the \$1MM Dow Grant for Center City economic development.

Meeting adjourned at 4:20 p.m.

Next meeting: Tuesday, February 12, 2019

WHEREAS the Physical Improvements Committee of the Center City Authority (CCA) reviewed and approved the façade application from Amber Wendt, Sticky Paws Donuts & Diner, 3124 Jefferson Ave.,; now therefore

RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a façade grant in the amount of \$2,457.50 and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.

Presented to the Center City Authority Board on December 19, 2018

Motion made by:

Motion supported by:

Yeas:

Nays:

Abstain:

Absent:

Vote:

CCA Façade Application Receipt

Application Received From: Amber Wendt, Sticky Paws Donuts & Diner, 3124 Jefferson Ave

Date Received: October 4, 2018

General Project Description: New box sign and installation, removal of former sign

Total amount of project application: \$4,915.00

Total amount requested: \$2,457.50

Amount recommended for approval: \$2,457.50

Matching Amounts Requested:

\$2,457.50 Façade Grant

Proposed Start Date: October 8, 2018

Proposed Completion Date: November 12, 2018

- Property is in the CCA District **YES**
- Applicant is property owner **NO**
- Applicant is a business owner authorized to apply on behalf of property **YES**
- Applicant submitted eligible design renderings **YES**
- Applicant submitted detailed information on materials, colors, etc. **YES**
- Applicant submitted written estimates **YES**
- Applicant verified building/zoning codes are accurate **NO**

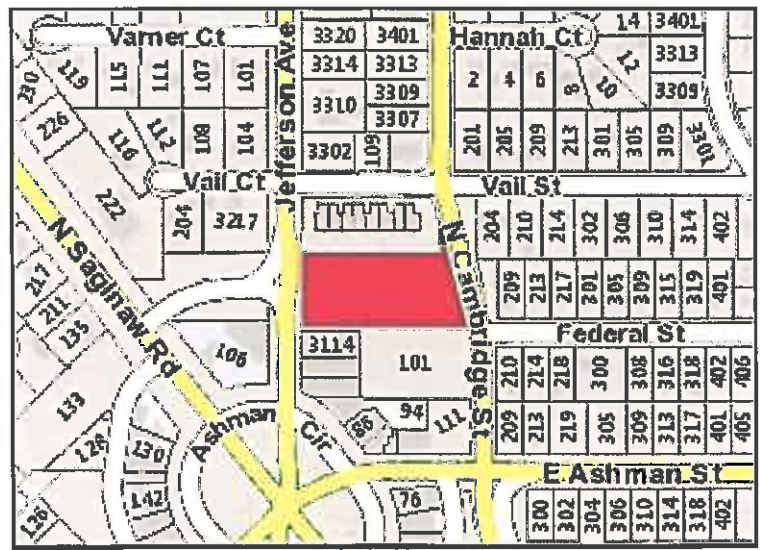
Permits Required:

Date all information was verified:

Scheduled for PI Review on: November 13, 2018

STAFF RECOMMENDATION:

Approval



Taxlot highlighted in red

Tisdale, Selina

From: noreply@civicplus.com
Sent: Thursday, October 04, 2018 11:01 AM
To: Todd, Lacey; Tisdale, Selina
Subject: Online Form Submittal: Center City Authority Facade

Center City Authority Facade

Applicant/Owner Information

Date 10/4/2018

Name of Applicant Amber

***** Wendt

Applicant Mailing Address 503 Linwood Dr

Address2 *Field not completed.*

City Midland

State MI

Zip 48640

Applicant Email: stickypawdonuts@gmail.com

Applicant Phone Number: 9892051132

Project Address 3124 Jefferson Avenue

Address2 *Field not completed.*

City Midland

State MI

Zip 48640

If different from applicant, please provide property/building owner's name, address, phone number: Robert Morgan 6429 W. Pierson Rd., Suite 19, Flushing MI 48433 810-559-2291

Provide detailed description of work to be done. Include breakdowns by major categories, such as architectural, engineering, signs, awning, painting, repair, carpentry, electrical, etc. Include detail of types of materials to be used and color specifications.

* We are looking for the installation of our sign, hooking up the electrical for the illuminated sign.

Proposed Improvements

Check All That Apply

FACADE IMPROVEMENTS other

LANDSCAPING *Field not completed.*

EXTERIOR LIGHTING lighting for ground and wall mounted signs, landscaping, buildings and pathways

STREET ACCESS *Field not completed.*

SIGNAGE *Field not completed.*

SITE ACCOSSORIES *Field not completed.*

ORDINARY MAINTENANCE / REPAIR (mini grant) *Field not completed.*

Projected Cost

Project's Estimated Total Cost: \$9,000.00

Cost Breakdown

Work to Be Done Fab and installation of Business Sign

Estimated Cost \$9,000.00

Attach Written Estimate [sticky paw sign quote.pdf](#)

Work to Be Done *Field not completed.*

Estimated Cost *Field not completed.*

Attach Written Estimate *Field not completed.*

Work to Be Done *Field not completed.*

Estimated Cost *Field not completed.*

Attach Written Estimate *Field not completed.*

Work to Be Done *Field not completed.*

Estimated Cost *Field not completed.*

Attach Written Estimate *Field not completed.*

Work to Be Done *Field not completed.*

Estimated Cost *Field not completed.*

Attach Written Estimate *Field not completed.*

Identify FIP amount requested and form of payment:
The facade program will provide up to \$5,000 in matching grant and up to \$10,000 in matching loan for a total of \$15,000 for eligible Center City properties every seven years. Please select the amount of your facade request and whether it will be as a grant, loan or combination of both.

Amount Requested (50% of estimate) 5,000

Form of Payment Facade Grant

Amount Requested (50% of estimate) *Field not completed.*

Form of Payment *Field not completed.*

Amount Requested (50% of estimate) *Field not completed.*

Form of Payment *Field not completed.*

Amount Requested (50% of estimate) *Field not completed.*

Form of Payment *Field not completed.*

Amount Requested (50% of estimate) *Field not completed.*

Form of Payment *Field not completed.*

Compliance Details

Has the project been reviewed by the City of Midland for building and zoning compliance? No

Attach Proof of Review (if applicable) *Field not completed.*

Are Applied-for Improvements:

Required as a result of any violation, notice or citation **No**

Non-permanent structures or movable equipment **No**

Required to comply with any code or ordinance **Yes**

Proposed project start date **10/8/2018**

Proposed project completion date **11/12/2018**

Attach one photograph of the existing building. [20180927_103725.jpg](#)

Attach a detailed color rendering of design plans including description of work and outlining the materials to be used along with other details of the project. [StickyFaw38501.jpg](#)

The undersigned applicant affirms that:

- *The information submitted herein is true and accurate to the best of my (our) knowledge.*
- *I (we) have read and understand the conditions of the CCA Facade Program and agree to its conditions and guidelines.*

Signature of Applicant **Amber M Wendt**

Date **10/4/2018**

Signature Confirmation **By checking this box, I agree and confirm that the signature I have typed above is the electronic**

Signature of property owner(s)
Upon review by the Center City Authority Director, prior to final approval and/or distribution of funds the signature of the property owner(s) will be required on a hard copy of this form.



321 Lyon St. Saginaw, MI 48602

Invoice

Date	Invoice #
11/16/2018	2443

Bill To
Sticky Paws Donuts And Diner 3124 Jerfferson St. Midland, MI. 48640

RE New Sign on Wall at site as bid...

P.O. No.	Terms	Rep
	Due on receipt	DW

Qty	Service/Materials	Description of Services	Rate	Amount
1	Fabrication	Box Sign	4,000.00	4,000.00
1	Installation	Sign Installation	500.00	500.00
1	Permits	Costs for Permits/Midland - Electrical	100.00	100.00
1	Permits	1hr Staff time to file papers/prepare drawings	65.00	65.00
		EXTRAS		
1	Service Call	Removal of Existing...as discussed while at site...	250.00	250.00
	Less Payment Recieved	Less Payment Received 10/16/18	-2,250.00	-2,250.00
		Sales Tax	6.00%	0.00

Subtotal	\$2,665.00
Payments/Credits	\$0.00
Balance Due	\$2,665.00

Sticky Paw



Donuts & Dinner

