



MIDLAND CENTER CITY AUTHORITY
AGENDA

Wednesday, June 17, 2020, 3:00 p.m.
VIRTUAL MEETING HELD VIA ZOOM

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88491128520?pwd=ZkVNS041YWxSYUItNWxEbVhOS3o1UT09>

Webinar ID: 884 9112 8520

Password: 313569

Dial:

US: +1 301 715 8592; +1 312 626 6799; +1 646 558 8656 ; +1 253 215 8782; +1 346 248 7799

1. Roll Call – Barth, Chappel, Ginis, Kaye, Kozuch, Miles, Mortensen, Rapanos, Schloemann
2. Approval of Minutes - Regular Meeting of March 18, 2020 – **Kozuch**
(board did not meet in April or May)
3. Public Comments (unrelated to items on the agenda)
4. Committee Reports
 - a. Governance and Sustainability Committee report – **Mortensen**
 - b. Physical Improvements Committee report – **Kozuch**
 - i. Façade Improvement Application – 124 Ashman Circle
 - ii. Façade Improvement Application – 128 Ashman Circle
5. Report of the Chair
6. Adjournment



MIDLAND CENTER CITY AUTHORITY

Minutes of the regular board meeting of Wednesday, March 18, 2020, 3:00 p.m.
City Hall Council Chambers, Midland City Hall, Midland, Michigan

Call to Order 3:00 p.m.

Attending: Linda Barth, Brad Kaye, Joe Kozuch, Sharon Mortensen, Alex Rapanos, Chris Schloemann

Absent: Jennifer Chappel, David Ginis, Cliff Miles,

Kozuch presented the minutes the regular meeting of December 18, 2019 CCA Board meeting. Barth moved to approve the minutes, seconded by Rapanos. Minutes were approved.

There were no comments made by the public.

Tisdale reviewed the Center City Redevelopment Program history and process, this included a status update on the Center City Overlay District Zoning process and funding committee activities. The funding committee is pursuing application to the United State Department of Agriculture's Rural Development Grant to provide up to \$250,000 in funding support for pre-engineering and engineering design-level work for the Saginaw Road streetscape project. The following resolution of support for this application was presented:

WHEREAS, the Center City Authority has adopted a Center City Redevelopment plan that includes a first-phase Saginaw Road Streetscape project from Dartmouth Street to Patrick Road; and

WHEREAS, preliminary cost estimates for completion of the phase-one streetscape project is \$4.6 million; and

WHEREAS, an appointed funding committee for the Redevelopment Plan has identified a grant opportunity through the United States Department of Agriculture's (USDA) Rural Business Development Grant that could provide up to \$250,000 in funding support for pre-engineering and engineering design level work for the Saginaw Road streetscape project; and

WHEREAS, this grant application certifies that \$50,000 in applicant funding would be available to partner with the USDA grant to help fund the pre-engineering design phase of this project; and

WHEREAS, these funds are currently available via the Center City grant earmarked for economic development purposes; now therefore

RESOLVED, that the Center City Authority hereby supports a grant application for a USDA Rural Development Grant and certifies that local funding is available for this portion of the Saginaw Road Streetscape project as part of the Center City Redevelopment Plan.

Kaye moved approval of the resolution, supported by Rapanos. The resolution was supported unanimously.

Mortensen reported on activities of the Governance and Sustainability Committee. The committee has worked on the USDA Application and Mortensen reinforced the need for letters of support from the district to support the application.

Kozuch reported for the Marketing Committee. Information has gone out to the district about the Center City Overlay District Zoning process. Reviewed businesses moving into, out of or around the district.

Kozuch reviewed activities of the Physical Improvements Committee. The following façade application was presented for consideration:

WHEREAS, the Center City Authority has adopted a Center City Redevelopment plan that includes a first-phase Saginaw Road Streetscape project from Dartmouth Street to Patrick Road; and

WHEREAS, preliminary cost estimates for completion of the phase-one streetscape project is \$4.6 million; and

WHEREAS, an appointed funding committee for the Redevelopment Plan has identified a grant opportunity through the United States Department of Agriculture's (USDA) Rural Business Development Grant that could provide up to \$250,000 in funding support for pre-engineering and engineering design level work for the Saginaw Road streetscape project; and

WHEREAS, this grant application certifies that \$50,000 in applicant funding would be available to partner with the USDA grant to help fund the pre-engineering design phase of this project; and

WHEREAS, these funds are currently available via the Center City grant earmarked for economic development purposes; now therefore

RESOLVED, that the Center City Authority hereby supports a grant application for a USDA Rural Development Grant and certifies that local funding is available for this portion of the Saginaw Road Streetscape project as part of the Center City Redevelopment Plan.

Mortensen moved approval of the application, Rapanos seconded. The application was approved unanimously

Meeting adjourned at 3:20 p.m.



**Center City Authority
Governance & Sustainability Committee Meeting
MINUTES**

Tuesday, June 09, 2020 ~ 2 p.m.

Meeting held via Zoom

<https://us02web.zoom.us/j/85987754670?pwd=czhNQmxObHRlVGpOWkErYmRialhaUT09>

Meeting ID: 859 8775 4670

Password: 223561

Present: Brad Kaye, Joe Kozuch, Sharon Mortensen, Scott Marquiss

Absent: Cliff Miles, Rachelle Ferman

Approval of the minutes from May 2020 were tabled.

Reviewed district-wide issues pertaining to Covid-19 and the recent peace rally at the Circle.

No word yet on the USDA Rural Business Development Grant application.

Tisdale will touch base with City Engineer Josh Fredrickson to determine the status of the Saginaw Road project given the current state of things locally.

Redevelopment Plan funding committee will wait until July before making a decision on how to proceed with funding needs.

Rescheduled the July Governance and Sustainability Committee meeting to July 7 at 2 p.m. in order to accommodate CCA Board agenda issuances.

Meeting adjourned at 2:30 p.m.

**NEXT G&S MEETING:
Tuesday, July 7, 2020, 2 p.m.**



CENTER CITY AUTHORITY
Physical Improvements Committee Meeting
Tuesday, June 9, 2020 3:30 pm
Zoom Meeting

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

The March minutes were presented for approval. Rapanos moved for approval, seconded by Williams. Minutes were approved.

Tisdale reviewed that City Horticulturist Stephanie Richardson was able to get a better-than-expected cost for the Center City plant purchase in her city-wide plant bid so the Center City costs for plant purchase for the red pots will be low.

Reviewed two applications from Alan Hartman for roofing projects at 124 and 218 Ashman Circle.

124 Ashman Circle is an \$11,350.00 roofing repair and replacement project that is only eligible for the balance of a \$1,000.00 maintenance grant at that address. The total eligible to this application is \$25. Williams moved approval of the application approval, seconded by Hert. Application was unanimously approved.

128 Ashman Circle is a \$14,710.00 roofing, gutter and flashing replacement project that is eligible for a \$1,000.00 maintenance grant. Ratcliffe moved approval of the application approval, seconded by Williams. Application was unanimously approved.

Discussed a proposal for Creative 360 to use the murals from last year's Art Attack that we have been unsuccessful at being able to utilize as building murals in the Center City district.

Meeting adjourned at 4:00 p.m.

Next meeting: Tuesday, July 14, 2020, 3:30 p.m.

WHEREAS, the Physical Improvements Committee of the Center City Authority (CCA) reviewed and recommends for approval the façade application from Alan Hartman, 124 Ashman Circle; now therefore

RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a matching maintenance grant in the amount of \$25.00 for facade improvements at 124 Ashman Circle and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.

Presented to the Center City Authority Board on June 17, 2020

Motion made by:

Motion supported by:

Yeas:

Nays:

Absent:

Abstain:

Vote:

CCA Façade Application Receipt

Application Received From: Alan Hartman, 124 Ashman Circle

Date Received: February 21, 2020

General Project Description: roof replacement, repair roof flashing, replace front gabled roof

Total amount of project application:	<u>Project</u>	<u>Actual</u>	<u>Program Support</u>
	<u>Roof replacement/repair</u>	<u>\$11,350</u>	<u>\$25</u>

Previous Façade Improvement Program activity at 124 Ashman Circle

- pending *mini-grant offer* of \$975.00 for chimney repairs for a previously-submitted façade application for 124 Ashman Circle (disbursement of funding is waiting on the submission of paid receipts);
- pending grant offer of \$925 for lighting repairs for a previously-submitted application for 124 Ashman Circle (disbursement of funding is waiting on the submission of paid receipts);
- current application specifically requested no loan consideration; and
- current application for roof repairs falls under the ordinary repair and maintenance category (*mini-grant*) which has a maximum disbursement amount of \$1,000

This application for 124 Ashman will be eligible for a \$25 mini-grant through the Façade Improvement Program

Total amount requested: **\$11,350.00**

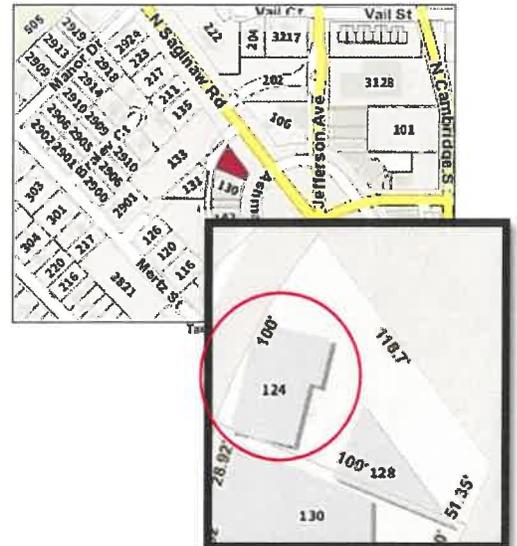
Amount recommended for approval: **\$ 25.00**

Matching Amounts Requested: **\$ 25.00** **Mini Grant for Maintenance (chimney)**

Proposed Start Date: **June 12, 2020**

Proposed Completion Date: **12-01-2020**

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



Scheduled for PI Review on: **June 9, 2020**

STAFF RECOMMENDATION: **Approval**

CENTER CITY AUTHORITY

COMMERCIAL CORRIDOR FAÇADE IMPROVEMENT PROGRAM APPLICATION

Date: 2-21-20

Name of Applicant: AIAN HARTMAN

Applicant Mailing Address: 2643 N. WASKEVICH LN. MIDLAND, MI 48642

Applicant Email: E

Applicant Phone Number:

Project Address: 124 ASHMAN CIRCLE, MIDLAND, MI 48640

If different from applicant, please provide property/building owner's name, address, phone number:

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.

REPLACE EXISTING FLAT ROOF THAT LEAKS
(55-60 YEARS OLD?)

REPAIR ROOF FLASHING

REPLACE GABLE ROOF THAT LEAKS FROM
OF BUILDING

Proposed Improvement(s) (check all that apply)

FACADE IMPROVEMENTS

- exterior painting or surface treatment, brickwork/stonework/siding
- window and/or door replacement
- covered entrance
- Storefront or rear entry improvements, columns, awnings and other highly visible façade features on existing buildings

Other *REPLACE EXISTING 55-65 YEAR OLD FLAT + GABLE ROOFS THAT LEAK, REPLACE FLASHING MATERIAL*

LANDSCAPING

- Addition or enhancement of landscaping in highly visible planting locations like parking lots, around driveways, perimeter plantings, at the base of signs, at building entrances and to screen storage. *Only improvements that bring sites into compliance with or will exceed City Zoning Ordinance standards will be eligible.*
- Other

EXTERIOR LIGHTING

- Exterior building lighting
- Lighting for ground and wall mounted signs, landscaping, buildings and pathways
- Other

STREET ACCESS

- Consolidation of multiple driveways
- driveway elimination
- driveway reconfiguration
- Other

SIGNAGE

- Replacement of freestanding signs with ground mounted sign

SITE ACCESSORIES

- Architectural fences, banisters, rails, benches, brick walls and retaining walls
- Other

ORDINARY MAINTENANCE / REPAIR (mini-grant)

- to correct or prevent deterioration/decay of a structure (this excludes improvements that are required as a result of a violation of notice or citation)
- to correct damage to a structure
- to restore a structure or to its original condition prior to deterioration, decay or damage using

50% REIMBURSEMENT REQUEST - NO LOAN

Has the project been reviewed by the City of Midland for building and zoning compliance?

- Yes - no permits or reviews are necessary for this project;
- Yes - proof of review is attached;
- No

Are Applied-for Improvements:

- Required as a result of any violation, notice or citation YES NO
- Non-permanent structures or movable equipment YES NO
- Required to comply with any code or ordinance YES NO

X PREVENT DETERIORATION

What is the current status of the project(s) for which you are applying for funding:

- Project(s) have not started
- Project(s) have started or are substantially completed
- Project(s) were completed on this date: _____

Proposed project start date: JUNE 12, 2020
Proposed project completion date: DECEMBER 1ST, 2020

ADH ^{ON FILE}
Initial here to indicate that you have attached one photograph of the existing building and 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.

The undersigned applicant signatures affirm that:

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

Signature of Applicant

[Signature]
Date: 2-21-20

Signature of property owner(s) if different than applicant:

Date: _____

Brandle Roofing & Sheet Metal Company

FAX BID: Jason Brandle

3400 Centennial Drive

Midland, MI 48642

Phone #: (989) 496-2076

Fax #: (989) 496-3960

Cell (989) 205-0694

To Mr. Alan Hartman

Page

Date 3-2-2020

124 Ashman

Fax To Number

Project Onyx building
Title

Addendum Received

Work
Description

We propose to do the following work:

1. Furnish and install 1 layer of 3/8" Fan Fold recovery board over the existing built up roof. Mechanically attached to the concrete deck.
2. Furnish and install a 40 mil mechanically attached Duro-Last roof system.
3. Furnish and install new 2x8 treated nailers where needed for new edge metal.
4. Furnish and install all wall, pipe and corner flashings needed.
5. Furnish and install 2-way roof breather vents.
6. Furnish and install all gray Duro-Last flashings to seal the existing chimney.
7. Furnish and install approx 100' of new 24 g Kynar finished 2pc metal roof edge trims.
8. Price includes a 15 yr Duro-Last warranty.

Base Bid Price \$11,350.00 (Eleven thousand three hundred fifty dollars)

Alternate

Sales Tax Included

No Snow Removal

Deck replacement, if needed, to be done on a Time and Material Basis

Penetrations installed after base roof and flashing complete will be billed as an extra

3-2-2020

Jason Brandle

Submitted Date

Approved By

Date

Please sign and return to Brandle Roofing Fax: (989) 496-3960

NO MATERIALS WILL BE ORDERED OR WORK PERFORMED ON ANY PROJECT UNTIL A SIGNED, DATE, CONTRACT IS RECEIVED BY THIS OFFICE.

WHEREAS, the Physical Improvements Committee of the Center City Authority (CCA) reviewed and recommends for approval the façade application from Alan Hartman, 128 Ashman Circle; now therefore

RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a matching maintenance grant in the amount of \$1,000.00 for facade improvements at 128 Ashman Circle and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.

Presented to the Center City Authority Board on June 17, 2020

Motion made by:

Motion supported by:

Yeas:

Nays:

Absent:

Abstain:

Vote:

CCA Façade Application Receipt

Application Received From: Alan Hartman, 128 Ashman Circle

Date Received: February 21, 2020

General Project Description: Roof replacement, gutter and flashing

- Hartman has declined the pending loan offer of \$437.50 on the previously-submitted façade application for 128 Ashman Circle;
- pending grant offer of \$1,642.50 for lighting repairs for a previously-submitted façade application for 128 Ashman Circle (disbursement of funding is waiting on the submission of paid receipts);
- current application specifically requested no loan consideration; and
- current application for roof repairs falls under the ordinary repair and maintenance category

Due to the maintenance nature of this project, this application for 128 Ashman will be eligible for a \$1,000 maintenance grant through the Façade Improvement Program

Note – this property received \$1,204 in façade funding in 2016 (balance available: \$3,796)

Total amount of project application:	<u>Actual</u>	<u>Program Support</u>
	Roof Replacement	\$1,000
		\$14,710

Total amount requested: \$14,710.00

Amount recommended for approval: \$1,000.00

Matching Amounts Requested: ~~\$ 1,000.00~~ Façade Grant
\$1,000.00

Proposed Start Date: 04-30-2020 (or upon approval)

Proposed Completion Date: 10-05-2020

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

Permits Required:

Date all information was verified:

Scheduled for PI Review on: June 9, 2020

STAFF RECOMMENDATION: Approval



Proposed Improvement(s) (check all that apply)

FACADE IMPROVEMENTS

- exterior painting or surface treatment, brickwork/stonework/siding
- window and/or door replacement
- covered entrance
- Storefront or rear entry improvements, columns, awnings and other highly visible façade features on existing buildings

Other *REPLACE EXISTING 35 YEAR OLD ROOF AND GUTTER AND FLASHING*

LANDSCAPING

- Addition or enhancement of landscaping in highly visible planting locations like parking lots, around driveways, perimeter plantings, at the base of signs, at building entrances and to screen storage. *Only improvements that bring sites into compliance with or will exceed City Zoning Ordinance standards will be eligible.*
- Other

EXTERIOR LIGHTING

- Exterior building lighting
- Lighting for ground and wall mounted signs, landscaping, buildings and pathways
- Other

STREET ACCESS

- Consolidation of multiple driveways
- driveway elimination
- driveway reconfiguration
- Other

SIGNAGE

- Replacement of freestanding signs with ground mounted sign

SITE ACCESSORIES

- Architectural fences, banisters, rails, benches, brick walls and retaining walls
- Other

ORDINARY MAINTENANCE / REPAIR (mini-grant)

- to correct or prevent deterioration/decay of a structure (this excludes improvements that are required as a result of a violation of notice or citation)
- to correct damage to a structure
- to restore a structure or to its original condition prior to deterioration, decay or damage using

50% REIMBURSEMENT REQUEST - NO LOAD

BRANDEL ROOFING QUOTE BEING SUBMITTED

Project's Estimated Total Cost: _____

Work to Be Done	Estimated Cost	Written Estimate Attached?
-----------------	----------------	----------------------------

REPLACE EXISTING ROOF		Yes <input checked="" type="radio"/> No <input type="radio"/> BEING SUBMITTED
		Yes <input type="radio"/> No <input type="radio"/>
		Yes <input type="radio"/> No <input type="radio"/>
		Yes <input type="radio"/> No <input type="radio"/>
		Yes <input type="radio"/> No <input type="radio"/>
		Yes <input type="radio"/> No <input type="radio"/>

Identify FIP amount requested and form of payment:

The façade program will provide up to \$5,000 in matching grant (includes combination of mini and regular façade 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 façade request and whether it will be as a mini-grant, grant, loan or combination.

Amount Requested (50% of estimate)

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

Form of Payment (circle preferred)

Mini-grant Façade Grant Façade Loan

Mini-grant Façade Grant Façade Loan

Mini-grant Façade Grant Façade Loan

Mini-grant Façade Grant Façade Loan

Mini-grant Façade Grant Façade Loan

BRANDEL ROOFING*

Has the project been reviewed by the City of Midland for building and zoning compliance?

- Yes - no permits or reviews are necessary for this project;
- Yes - proof of review is attached;
- No

Are Applied-for Improvements:

Required as a result of any violation, notice or citation YES NO

Non-permanent structures or movable equipment YES NO

Required to comply with any code or ordinance YES NO

* PREVENT DETERIORATION

What is the current status of the project(s) for which you are applying for funding:

- Project(s) have not started
- Project(s) have started or are substantially completed
- Project(s) were completed on this date: EXPECT TO START APRIL 30, 2020

Proposed project start date: APRIL 30, 2020

Proposed project completion date: OCTOBER 5, 2020

ACH ON FILE
Initial here to indicate that you have attached one photograph of the existing building and 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.

The undersigned applicant signatures affirm that:

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

Signature of Applicant

[Signature]
Date: 2-21-20

Signature of property owner(s) if different than applicant:

Date: _____

Brandle Roofing & Sheet Metal Company

FAX BID: Jason Brandle

3400 Centennial Drive

Midland, MI 48642

Phone #: (989) 496-2076

Fax #: (989) 496-3960

Cell (989) 205-0694

To Mr. Alan Hartman

Page

Date 3-2-2020

Fax To Number

Project Title Craft Hemp co

128 Ashman

Addendum Received

Work Description

We propose to do the following work:

1. Price to remove the existing shingle drip edge.
2. Furnish and install 1 layer of 1/2" HD board mechanically attached over the shingles.
3. Furnish and install a 50 mil Fully adhered shingle ply Duro-Last roof system.
4. Furnish and install 4" Duro-Last fascia bar and 24 g Kynar finished metal cover clip on three side of the roof.
5. Furnish and install new aluminum seamless guttere and down spout.
6. Furnish and install termination bar into the gutter for the water tight seal.
7. Furnish and install Duro-Last snow jacks on the gutter side of the roof.
8. Price includes a 15 yr Duro-Last warranty.

Base Bid Price \$14,710.00 (Fourteen thousand seven hundred ten dollars)

Alternate

Sales Tax Included

No Snow Removal

Deck replacement, if needed, to be done on a Time and Material Basis

Penetrations installed after base roof and flashing complete will be billed as an extra

3-2-2020

Jason Brandle

Submitted Date

Approved By

Date

Please sign amd return to Brandle Roofing Fax: (989) 496-3960

NO MATERIALS WILL BE ORDERED ORWORK PERFORMED ON ANY PROJECT UNTIL A SIGNED, DATE, CONTRACT IS RECEIVED BY THIS OFFICE.