



MIDLAND CENTER CITY AUTHORITY

AGENDA

Wednesday, August 21, 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 July 17, 2019– **Kozuch**
3. Public Comments (unrelated to items on the agenda)
4. CCA Redevelopment Plan Update and next steps - **Tisdale**
5. Committee Reports
  - a. Governance and Sustainability Committee report – **Mortensen**
  - b. Marketing Committee report – **Kozuch**  
*(did not meet in August)*
  - c. Physical Improvements Committee report – **Ginis**
    - i. Façade Application – 507 S. Saginaw Road / Perry
6. Adjournment



MIDLAND CENTER CITY AUTHORITY  
Minutes of the regular meeting of Wednesday, July 17, 2019 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, Sharon Mortensen, Alex Rapanos, Chris Schloemann

**Absent:** Cliff Miles

Kozuch presented the minutes the regular meeting of June 19, 2019 CCA Board meeting. Ginis moved to approve the minutes, seconded by Schloemann. Minutes were approved.

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

**Redevelopment Plan Update** - Tisdale reviewed explanation of costs contained in the priority worksheet from the review conducted by the board at its June meeting. Mortensen moved, seconded by Ginis that the Center City Redevelopment Plan concepts and board direction for priority projects be presented for endorsement by Midland City Council at the August 5, 2019. Motion was unanimously supported by those present.

**Committee Reports:**

Governance and Sustainability – Mortensen reported that the committee discussed the redevelopment plan timeline moving forward and will invite Lee Rouse to its August meeting to begin formulating the October long term strategic planning session.

Marketing Committee – Chappel reported that the marketing committee is ready to launch a new round of information for façade improvement program applications and also reviewed material to help recruit sponsorship and properties for the CenterPiece Mural Project.

Physical Improvements Committee – Ginis reported that the committee planned to approach potential properties to participate in CenterPiece and discussed recommended changes to the Façade Improvements Program Guidelines and reviewed a Façade Improvement Program application from Auto Value Auto Parts.

The following façade application was presented for consideration:

***WHEREAS the Physical Improvements Committee of the Center City Authority (CCA) reviewed and recommends for approval the façade application from Auto Value Auto Parts, 1320 Washington Street (Scott Marquiss property owner); now therefore***

***RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a façade grant in the amount of \$5,000.00 and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.***

Rapanos moved for approval, seconded by Schloemann. Application was unanimously approved by those in attendance.

The following changes/additions were recommended for the Façade Improvement Program Guidelines:

Language Additions, P. 4 – Potential Improvements eligible under the FIP can include, but are not limited to:

- ADDITION: Murals – exterior Murals painted on the exterior of the building are eligible for grant/and or loan funding of up to ½ the project cost, per limitations of the program.
- ADDITION: Signage All signage (including window graphics) is eligible for the LOAN PORTION ONLY. Signage is not eligible for grant funding

Chappel moved approval of the guideline changes, seconded by Mortensen. Changes were unanimously approved by those in attendance.

Meeting adjourned at 3:40 p.m.



**CENTER CITY AUTHORITY**  
Physical Improvements Committee Meeting  
Tuesday, August 13, 2019 3:30 pm  
Isabella Bank Conference Room

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

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

Planning and Community Development Director Grant Murschel reviewed the MKSK proposed changes to the Zoning Ordinance as part of the Redevelopment Plan

Ginis updated the committee on the August 5 City Council approval of the redevelopment plan.

Discussed progress on the **CenterPiece** Mural Project. Ratcliffe is working with Sam's Pantry; Ginis has secured interest from Sleepy Hollow Bookstore. Will move forward with getting them a draft of the legal document and Kozuch will initiate a conversation with MitchArt to work out the installation. Hert suggested we approach the Midland Area Community Foundation regarding funding the mural installation costs.

Reviewed a Façade Improvement Program application from Randall and Joyce Perry for a parking lot repaving project. Shaffner moved approval of the application, seconded by Rapanos. Application was unanimously approved.

Tisdale updated on the status of the Greer property. Recent receipts and photos have been received. Committee asked that Katie Guyer's next FIP post include information on this most-recently completed project.

Tisdale will follow up with Engineering regarding Wayfinding Signs stabilization.

Meeting adjourned at 4:45 p.m.

***Next meeting: Tuesday, September 10, 2019***



**Center City Authority**  
**Governance & Sustainability Committee Meeting**  
**Wednesday, August 14, 2019 10 a.m.**  
**Conference Room B, City Hall**  
**Minutes**

Attending: Brad Kaye, Joe Kozuch, Scott Marquiss      Absent: Cliff Miles, Sharon Mortensen  
Staff: Selina Tisdale      Visitor: Lee Rouse, OmniTech

Minutes from the July 2019 Governance & Sustainability meeting were reviewed  
Kaye motioned for approval, seconded by Marquiss. Minutes were approved.

Lee Rouse, OmniTech, lead a planning discussion for the October strategic planning session.

- Discussion topics to be included for discussion on the long-term planning agenda include: redevelopment plan, redevelopment plan content compared to three current focus areas, scheduling of subcommittee committee structure (times of meeting and subcommittee structure), consideration of ad hoc teams to deal with initiatives, look at 2015-19 strategic planning to determine what needs to move forward and what new priorities need to be established.
- Development of a three year plan for 2020, 2021, 2022
- Change meeting start time from 3 p.m. to 2:30. Meeting ending by 5 p.m.
- Rouse will develop some pre-work for board and committee members to provide input and feedback
- Rouse will talk with MBA regarding their involvement in corridor improvements and economic development initiatives

Midland City Council accepted the Center City Redevelopment Plan at their August 5 City Council meeting. Held a discussion on what next steps should be including:

- Funding committee and timeline
- Engineering department review of the segment two and three of the plan to determine if numbers are in line with what we're seeing (market is all over the place right now with contractor numbers)
- Engineering, DPS and Planning departmental review to determine what department capabilities we have for offsetting costs of the project
- Engineering, DPS and Planning departmental identify list of projects that should be considered as part of the first phase (access management, utilities, etc.)
- Conversation with Engineering about what can/can't be accessed with road funding (capital improvement plan discussions coming up)
- Rezoning conversations can move forward
- Identifications of affected properties, contacts (committee), conversations/design (planning/eng)

Reviewed Aug 21 CCA Board Agenda

Meeting adjourned 11:05 a.m.

WHEREAS the Physical Improvements Committee of the Center City Authority (CCA) reviewed and recommends for approval the façade application from Randall and Joyce Perry, 507 S. Saginaw Road; now therefore

RESOLVED, that the Physical Improvements Committee recommends the Center City Authority approve a mini-grant in the amount of \$1,000.00 for parking lot improvements at 507 S. Saginaw Road and that disbursement shall occur in accordance with CCA Façade Improvement Program guidelines.

**Presented to the Center City Authority Board on August 21, 2019**

Motion made by:

Motion supported by:

Yeas:

Nays:

Absent:

Abstain:

Vote:

CCA Façade Application Receipt

Application Received From: **Randall & Joyce Perry (RJ Perry Enterprises)**  
**507 S. Saginaw Road**

Date Received: **July 2, 2019**

General Project Description: **Parking lot upgrade. Asphalt cleaned, plant materials removed. Cracks over ¼" will be sealed; asphalt sealer; repair potholes; stripe parking stalls (20 regular and 2 handicapped) and pavement markings;**

Total amount of project application: **\$3,350.00**  
Total amount requested: **\$1,000.00**  
Amount recommended for approval: **\$1,000.00**

Matching Amounts Requested:  
**\$ 1,000.00 Mini-Grant**

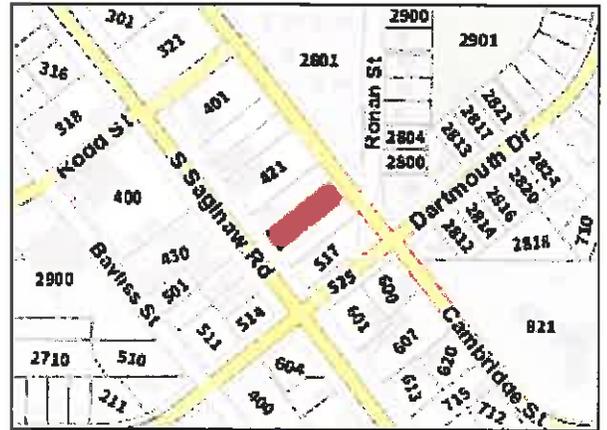
Proposed Start Date: **August 23, 2019**  
Proposed Completion Date: **August 30, 2019**

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

Permits Required:

Date all information was verified:  
Scheduled for PI Review on: **August 13, 2019**

**STAFF RECOMMENDATION:**  
**Approval**



Taxlot highlighted in red

Applicant Name	Randall and Joyce Perry (RJ Perry Enterprises LLC)
Applicant Mailing Address	2008 Rapanos Dr, Midland, MI 48642
Applicant Email	<a href="mailto:jlperry1963@aol.com">jlperry1963@aol.com</a>
Applicant Phone Number	989-430-1645
Project Address	507 S. Saginaw, Midland, MI 48640

***If the building/property owner's information is different from applicant, please provide the following:***

Building/Property Owner Name	Joe Ostrofsky
Building/Property Owner Mailing Address	4011 Chapman Dr, Midland, MI 48642
Building/Property Owner Email	<i>Field not completed.</i>
Building/Property Owner Phone Number	989-8351035

SECTION THREE

***About the Project***

Provide a detailed description of the project, including considerations for architectural, engineering, signage, awnings, painting, repairs, carpentry, and electrical work to be done. Please include detail on the types of materials to be used and color specifications.

Parking Lot Upgrade to 507 S. Saginaw Rd, Midland, MI  
 Parking lot asphalt will be cleaned and all plant material will be removed before sealing. Cracks over ¼" will be sealed with hot pour rubberized crack sealant. Two coats of commercial grade asphalt sealer will be applied. It will include an additive for durability and sand will be added for slip resistance. Three potholes will be repaired with Roadpatcher. No excavation is required and it can be driven on immediately. Large crack at the entrance to Mirror Image will be filled with Roadpatcher to relieve tripping hazard. Parking stalls and pavement markings will be painted with MDOT approved paint. Parking stalls will include up to 20 regular parking stalls and 2 handicapped parking stalls.

**Proposed Improvements (Check all that apply)**

Façade Improvements	<i>Field not completed.</i>
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Landscaping	<i>Field not completed.</i>
Exterior Lighting	<i>Field not completed.</i>
Street Access	Other
Signage	<i>Field not completed.</i>
Site Accessories	Other
Regular Maintenance/Repair (Mini-Grant)	Repair damage to a structure

**Project Costs**

Estimated Total Project Cost      \$ 3350.00

*Please break down the project below by specifying the type of work to be done, the estimated cost, and attaching any written estimates using the file upload feature.*

Work to be done	two coat application of asphalt sealer
Estimated cost	2465.00
Estimate?	Yes
Work to be done	Repair 3 potholes
Estimated cost	865.00
Estimate?	Yes
Work to be done	paint parking stalls
Estimated cost	included in initial estimate
Estimate?	Yes
Work to be done	<i>Field not completed.</i>
Estimated cost	<i>Field not completed.</i>

Estimate?	<i>Field not completed.</i>
Work to be done	<i>Field not completed.</i>
Estimated cost	<i>Field not completed.</i>
Estimate?	<i>Field not completed.</i>
Upload an estimate	<a href="#">Joe Ostrofsky-1.pdf</a>
Upload an estimate	<i>Field not completed.</i>
Upload an estimate	<i>Field not completed.</i>
Upload an estimate	<i>Field not completed.</i>

*Section Break*

**Form of Payment**

***The Façade Improvement Program will provide up to \$5,000 in matching grants (including a combination of mini and regular façade grants) and up to \$10,000 in matching loans for a total of \$15,000 for eligible Center City properties every seven (7) years.***

***Please select the amount of your façade request and whether it will be requested as a mini-grant, grant, loan, or combination.***

Amount Requested (50% of estimate)	\$1000.00
Form of Payment (Select one)	Mini-Grant
Amount Requested (50% of estimate)	<i>Field not completed.</i>
Form of Payment (Select one)	<i>Field not completed.</i>
Amount Requested (50% of estimate)	<i>Field not completed.</i>
Form of Payment (Select one)	<i>Field not completed.</i>

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

Form of Payment (Select one) *Field not completed.*

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

Form of Payment *Field not completed.*

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

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

***Are the 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 08/23/2019

Proposed Project Completion Date 08/30/2019

***Signatures and Agreement***

*Please initial in the box below to indicate that you have provided at least one (1) photograph of the existing building and a detailed color rendering of design plans, including a description of work and materials to be used, as well as other project details.*

Initials	REP, JLP
Upload a photo or design	<a href="#">EPSON001.PDF</a>
Upload a photo or design	<a href="#">EPSON002.PDF</a>
Upload a photo or design	<i>Field not completed.</i>
Upload a photo or design	<i>Field not completed.</i>

*The undersigned signature affirms that:*

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

Electronic Applicant Signature	Randall E. Perry, Joyce L Perry
Date	7/2/2019

Email not displaying correctly? [View it in your browser.](#)



# D & D Asphalt Specialists LLC

1741 W. Isabella Rd - Midland MI, 48640 -- Office: 989-835-4011 Fax: 989-835-2060

Email: asphaltsealingdc@aol.com

DATE

*Serving Mid-Michigan Since 1985*

www.ddasphaltspecialists.com  
All Major Credit Cards Accepted

6/19/2019

## PROPOSAL SUBMITTED TO

Joe Ostrofsky  
4011 Chapman Dr  
Midland MI 48642

## PROJECT LOCATION

507 S Saginaw Rd  
Midland MI  
xxrperryxx@aol.com  
216-407-3001

## ABSOLUTE BLACK



an (asphalt emulsion sealcoat) The perfect eco-friendly alternative to coal tar. ENVIRONMENTALLY FRIENDLY for family and pets, high solids sealer (47-53%), enhanced with polymers and special aggregate making it the most durable sealer in Michigan.

Clean asphalt pavement with parking lot sweeper, power brooms and/or air blowers as needed. Vegetation in cracks to be removed by Contractor before sealing.

Clean out 1/4 " and wider cracks, seal cracks with ASTM 3405 hot pour rubberized (non-tracking) crack sealant. When sealant cools shrinkage may occur up to 1/4" below surface of pavement as noted by manufacturer. Excludes alligatored areas and joints between concrete and asphalt pavement --- included with sealcoating.

**TWO COAT APPLICATION:** Spray two coats commercial grade environmentally friendly asphalt sealer, formulated with an additive (increases strength and durability, blacker finish, faster drying, improves chemical resistance, stops tracking) plus sand for slip resistance.+++ Dries in 24 hours upon completion, weather permitting. NO COAL TAR products will be used on this project. 2,485.00

**OPTION --- BRUSH** 1st coat, absolutely the best method for older pavements. Brushing works sealer into small cracks, stone voids leaving a smoother more durable finish than spraying, **SPRAY** 2nd coat to further enhance the finish leaving no brush marks. ADD to base bid ---\$ 489.00

**New layout:** Paint parking stalls and pavement markings as requested. MDOT approved paint exclusively. --- Up to 20 stalls and 2 HC

**REPAIRS:** Repair 3 potholes throughout parking lot using Roadpatcher. ROADPATCHER uses on-site mixing of rejuvenating asphalt and special aggregate. No excavation required -- Drive on immediately. ----- 865.00  
Approx. size of repairs: 4x20x2 -- 1x1 -- 1x2 -- Front of Door

\$ 350.00 ADDITIONAL CHARGE SHALL BE ADDED TO ORIGINAL BID SHOULD DIRT/GRAVEL PILES, WATER FROM LAWN SPRINKLERS, VEHICLES OR ANY OTHER ITEM(S) INHIBITING PROJECT COMPLETION SCHEDULED FOR THAT DAY.

We hereby propose to furnish the materials and labor necessary for completion of the work above in accordance with the drawings and specifications submitted.

Respectfully Submitted Dean Cooper

Note- This proposal may be with drawn by us if not accepted with in 30 days. **Total** \$3,350.00

## ACCEPTANCE OF PROPOSAL

The price, specifications and conditions are satisfactory and hereby accepted. **PAYMENT: 20% DOWN TO INITIATE PROJECT** , Invoice terms 1.5% finance charge per month, (APR -18%). The client understands if project is cancelled after approval, a 20% liquidated damages charge is agreed to be paid by client.

DATE \_\_\_\_\_ Signature \_\_\_\_\_

**SEAL COATING - CRACK & ASPHALT REPAIR - LINE STRIPING - PAVEMENT SWEEPING**



