

# **ANNUAL REPORT**

## **Fiscal Year 2005-2006**



### **PLANNING & COMMUNITY DEVELOPMENT**

Jon Lynch, Assistant City Manager

#### **PLANNING DEPARTMENT**

Daryl Poprave, City Planner  
Cheri Standfest, Community Development Specialist  
Dave Spiker, Housing Technician  
Bill Brown, Housing Technician  
Debbie Marquardt, Technical Secretary  
Deb Jacobs, Office Assistant  
Deb Sharon, Office Assistant  
Kurt Bouwhuis, High School Co-op

#### **BUILDING DEPARTMENT**

Lynn Labrecque, Chief Building Inspector  
Steve Taglauer, Building Inspector  
Jack Armstrong, Plumbing / Mechanical Inspector  
John Wegner, Electrical Inspector  
Randy Kursinsky, Housing Inspector  
Patti Coleman, Housing Inspector  
Ronda Chapman, Office Assistant  
Julie Moe, Clerk Typist

#### **HOUSING DEPARTMENT**

Candace Stewart, Senior Housing Manager – Washington Woods  
Cathy Marcy, Senior Housing Manager – Riverside Place  
Carole Winter, Health Coordinator – Washington Woods  
Michel Hupfer, Health Coordinator – Riverside Place

#### **DOWNTOWN DEVELOPMENT AUTHORITY**

Christin O'Callaghan, Executive Director  
Abigail Miller, Horticulturist

Chris Plessner, Office Assistant  
Denise Hufford, Office Assistant  
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# Planning Commission

## Planning Commission Activity

### **Purpose**

Acting in an advisory capacity to the City Council, the Planning Commission routinely offers recommendations on land use policy and implementation. The Planning Commission works diligently to offer rational and unbiased advice to the City Council.

### *Commission Members who served during the 2005-2006 Fiscal Year:*

Ray Senesac (Chairman for 2005) 7/10/95 – 6/30/07

James Jocks 9/19/05 – 6/30/07

Roger Mead 5/06/03 – 6/30/09

Scott Gaynor 6/01/05 – 6/30/08

William Eyre 9/27/04 – 6/30/07

Gayle Hanna 6/08/06 – 6/30/08

Daniel Kozakiewicz 8/14/00 – 6/30/09

Carol Svenson 5/21/01 – 6/30/08

Diane Brown 6/01/06 – 6/30/09

Mark Plotzke 1/31/05 – 8/9/05

Steve Rapanos 6/01/05 – 6/30/06

### **Summary**

The Planning Commission consists of nine members who were appointed by the City Council. One person may be a member of the Zoning Board of Appeals and one person may be a member of the City Council. The Commission conducts regular, public meetings in City Council Chambers on the main floor of City Hall on the second and fourth Tuesdays of each month at 7:00 p.m. These meetings are televised live by MCTV Channel 5 and can also be viewed on this channel at later dates and times. Meeting agendas are posted on the City Hall bulletin board by 5:00 p.m. on the Friday preceding the meeting. The agendas and minutes are also posted on the City of Midland's web site.

### **Planning Commission Meetings**

During the 2005-2006 fiscal year, the Planning Commission conducted twenty-one regular meetings, and five special meetings. One meeting was cancelled for lack of business. Following is a summary of Planning Commission Action from the past year:

#### DATE

#### ACTION

7-12-05

Annual organizational meeting—selection of officers for 2005-2006. Chair, Ray Senesac and Vice Chair Dan Kozakiewicz.

Public Hearing of Site Plan No. 248 – Consideration of a petition initiated by Ayres Associates, on behalf of Jeff and Shelly Weckesser, for site plan approval to allow construction of Danburry Place Townhouses, a 12 unit residential development located north of Universal Drive and west of Hedgewood Drive.

Public Hearing of Conditional Use Permit No. 19 – Consideration of a petition initiated by Midland Church of Christ for conditional use permit to allow a place of worship at 1700 East Patrick Road.

Principle Shopping District Petition – Consideration of a petition initiated by the Circle Area Business Association to establish a Principle Shopping District correspond with the Circle zoning district.

7-26-05

Public Hearing of Zoning Petition No. 522 - Consideration of a petition initiated by the Planning Commission to rezone approximately 1.09 acres located at the south side of the parcel at 2810 East Wheeler Street from Midland Township Residential R-1 to City of Midland Residential A-4 zoning.

Public Hearing of Zoning Petition No. 523 – Consideration of a petition initiated by John Rapanos to rezone approximately 1.14 acres located at the west side of the parcel at 2810 East Wheeler Street from Residential A-1 to Residential A-4 zoning.

Public Hearing of Conditional Use Permit No. 20 – Consideration of a petition initiated by Faulk & Foster on behalf of IPCA Wireless for conditional use permit approval to allow collocation of telecommunications equipment and increase of tower height at 1730 North Saginaw Road.

Recommend approval of Site Plan No. 284 - Consideration of a petition initiated by Ayres Associates, on behalf of Jeff and Shelly Weckesser, for site plan approval to allow construction of Danburry Place Townhouses, a 12 unit residential development located north of Universal Drive and west of Hedgewood Drive.

Recommend approval of Conditional Use Permit No. 19 - Consideration of a petition initiated by Midland Church of Christ for conditional use permit approval to allow a place of worship at 1700 East Patrick Road.

8-9-05

Circle PSD Boundary Designation – Presentation of Principle Shopping District boundary for Circle Business Area.

Recommend approval of Zoning Petition No. 522 – Consideration of a petition initiated by the Planning Commission to rezone approximately 1.09 acres located at the south side of the parcel at 2810 East Wheeler Street from Midland Township Residential R-1 to City of Midland Residential A-4 zoning.

Recommend approval of Zoning Petition No. 523 – Consideration of a petition initiated by John Rapanos to rezone approximately 1.14 acres located at the west side of the parcel at 2810 East Wheeler Street from Residential A-1 to Residential A-4 zoning.

Recommend approval of Conditional Use Permit No. 20 – Consideration of a petition initiated by Faulk & Foster on behalf of IPCA Wireless for conditional use permit approval to allow collocation of telecommunications equipment and increase of tower height at 1730 North Saginaw Road.

Michigan Department of Transportation – Presentation by Dr. Don Mayle, Transportation Planner, regarding inputs, benefits and uses of travel demand modeling. Discuss of role of Socio-Economic data in the model.

7-Eleven Report – Receive a report regarding a request by Garb-Ko, Inc. to operate the 7-Eleven store at 4004 Jefferson Avenue 24 hours per day.

Comprehensive Plan update – Consideration of a process by which firms responding to the City's request for proposals to update the Comprehensive Plan will be interviewed.

8-23-05 Michigan Department of Transportation – Presentation by Mr. Don Mayle, Transportation Planner, regarding inputs, benefits, and uses of travel demand modeling. Discussion of role of Socio-Economic data in the model.

Animated Signs – Receive a report regarding zoning requirements pertaining to animated signs.

9-13-05 Public Hearing of Hours of Operation Restrictions - Consideration of a petition initiated by the Planning Commission to expand hours of operation by businesses located in the Neighborhood Commercial zoning districts from 7:00 a.m. – 11:00 p.m. to operations on a 24 hour per day basis.

9-27-05 Public Hearing of Zoning Petition No. 524 – Consideration of a petition initiated by Nicolaos Rapanos and the City of Midland to rezone property at 4228 Bay City Road and 405 Fast Ice Drive from Agriculture zoning to Regional Commercial zoning.

Recommend approval of Hours of Operation Restrictions – Consideration of a petition initiated by the Planning Commission to expand hours of operation by businesses located in the Neighborhood Commercial zoning districts from 7:00 a.m. – 11:00 p.m. to operations on a 24 hour per day basis.

10-11-05 Public Hearing of Preliminary Plat, Trotter's Pointe – Consideration of a petition initiated by Bartow & King Engineer's for approval of a 20 lot residential subdivision on approximately 5.84 acres located south of East Wheeler Street and east of Liberty Drive.

Public Hearing of Planned Unit Development, Barstow Woods – Consideration of a petition initiated by John Rapanos for approval of a planned unit development consisting of 5 residential duplex structures on approximately 1.59 acres located at 400 & 410 North Saginaw Road and 315 & 317 Sandy Ridge Court.

Recommend approval of Zoning Petition No. 524 – Consideration of a petition initiated by Nicolaos Rapanos and the City of Midland to rezone property at 4228 Bay City Road and 405 Fast Ice Drive from Agriculture zoning to Regional Commercial zoning.

10-14-05 Special Meeting – Comprehensive Plan Interviews.

10-25-05 Public Hearing of Site Plan No. 249, Manual Therapeutics – Consideration of a petition initiated by Weckesser Builders for approval of a 12,868 square foot addition on approximately 2.06 acres located at 1900 Ridgewood Drive.

Recommend approval of Preliminary Plat, Trotter’s Pointe – Consideration of a petition initiated by Bartow & King Engineer’s for approval of a 20 lot residential subdivision on approximately 5.84 acres located south of East Wheeler Street and east of Liberty Drive.

11-8-05 Recommend approval of Site Plan No. 249, Manual Therapeutics – Consideration of a petition initiated by Weckesser Builders for approval of a 12,868 square foot addition on approximately 2.06 acres located at 1900 Ridgewood Drive.

Zoning Ordinance Revisions – Review of text revisions recommended by staff. Schedule public hearing for December 13, 2005.

12-13-05 Public Hearing of Zoning Petition No. 525 – Consideration of a petition initiated by Ron Lapham to rezone property at 1314 West Wheeler Street from Office Service zoning to Regional Commercial zoning.

Public Hearing of Zoning Petition No. 526 – Consideration of a petition initiated by the Dow Chemical Company – Michigan Operations to rezone property at East Ellsworth Street and East Buttles Street east of State Street from Regional Commercial zoning to Community zoning.

Public Hearing of Zoning Text Amendments – Consideration of revisions of Zoning Ordinance 1585 initiated by the City of Midland.

Vacation of Public Property – Consideration of a petition initiated by the Dow Chemical Company – Michigan Operations to vacate the following public streets: East Ellsworth Street from State Street to Haley Street; Haley Street and Mill Street from East Ellsworth Street to Buttles Street.

1-10-06 Public Hearing of Zoning Petition No. 527 – Consideration of a petition initiated by the County of Midland to rezone approximately 30 acres at 4600 Bay City Road, west of Rockwell Drive, from Agricultural zoning to Community zoning.

Recommend approval of Zoning Petition No. 525 – Consideration of a petition initiated by Ron Lapham to rezone property at 1314 West Wheeler Street from Office Service zoning to Regional Commercial zoning.

Recommend approval of Zoning Petition No. 526 – Consideration of a petition initiated by the Dow Chemical Company – Michigan Operations to rezone property at East Ellsworth Street and East Buttles Street east of State Street from Regional Commercial zoning to Community zoning.

Recommend approval of Zoning Text Amendments – Consideration of revisions of Zoning Ordinance 1585 initiated by the City of Midland.

- 1-24-06 Recommend approval of Zoning Petition No. 527 – Consideration of a petition initiated by the County of Midland to rezone approximately 30 acres at 4600 Bay City Road, west of Rockwell Drive, from Agricultural zoning to Community zoning.
- Review and approve projected socio-economic data related to transportation demand model being developed by the Michigan Department of Transportation.
- 2-02-06 Special Meeting – Midland Master Plan Meeting #1 – Project Kick Off
- 2-14-06 Public Hearing of Site Plan No. 250- - Consideration of a petition initiated by the Michigan Baseball Foundation to review a site plan consisting of a 3,500 seat baseball stadium on approximately 21 acres bounded by State Street, Buttles Street, Lyon Road and Dow Chemical – Michigan Operations property.
- 2-28-06 Recommend approval of Site Plan No. 250 – Consideration of a petition initiated by the Michigan Baseball Foundation to review a site plan consisting of a 3,500 seat baseball stadium on approximately 21 acres bounded by State Street, Buttles Street, Lyon Road and Dow Chemical – Michigan Operations property.
- 3-14-06 Public Hearing on Zoning Petition No. 528 – Consideration of a petition initiated by Michael Rapanos to rezone approximately 11 acres located at 4124 Waldo Avenue from Residential A-4 zoning to Residential B zoning.
- 3-28-06 Recommend approval of Zoning Petition No. 528 – Consideration of a petition initiated by Michael Rapanos to rezone approximately 11 acres located at 4124 Waldo Avenue from Residential A-4 zoning to Residential B zoning.
- 4-11-06 Public Hearing on Site Plan No. 251 - Consideration of a petition initiated by Ledy Design Group, on behalf of Commercial Net Lease Realty, Inc. to approve a site plan for a Bed Bath & Beyond retail store on approximately 1.77 acres located at 1118 Joe Mann Boulevard.
- Public Hearing on Zoning Petition No. 530 – Consideration of a petition initiated by John Rapanos to rezone approximately 10 acres located at 4203 East Ashman Street from Industrial A zoning to Residential B zoning.
- 4-13-06 Special Meeting – Training Topic – Conditional Rezoning.
- 4-25-06 Recommend approval of Site Plan No. 251 - Consideration of a petition initiated by Ledy Design Group, on behalf of Commercial Net Lease Realty, Inc., to approve a site plan for a Bed Bath & Beyond retail store on approximately 1.77 acres located at 1118 Joe Mann Boulevard.
- Recommend approval of Zoning Petition No. 530 – Consideration of a petition initiated by John Rapanos to rezone approximately 10 acres

located at 4203 East Ashman Street from Industrial A zoning to Residential B zoning.

5-4-06 Special Meeting – Master Plan

5-9-06 Public Hearing on Site Plan No. 252 - Consideration of a petition initiated by Helger Construction Company, on behalf of Feeny Chrysler, for approval of a site plan including a 13,000 square foot body and paint shop on 7.13 acres located on 7400 Eastman Avenue.

Public Hearing on Conditional Use Permit No. 21 - Consideration of a petition initiated by Robert LaBelle on behalf of Verizon Wireless to approve a conditional use permit to allow construction of a 140' tall monopole tower located east of Elisenal Drive, north of Wal-Mart.

Public Hearing on Conditional Use Permit No. 22 – Consideration of a petition initiated by Tom McCann to approve a conditional use permit to allow placement of a single family home on property zoned Office Service located at 416 George Street. The petitioner has requested that the Planning Commission act on this matter on May 9<sup>th</sup>.

5-23-06 Public Hearing on Site Plan No. 253 - Consideration of a petition initiated by Three Rivers Corporation, on behalf of Members First Credit Union, for approval of a site plan including a 21,215 square foot building addition on 3.11 acres located at 600 West Wackerly Street.

Public Hearing on Zoning Text Amendment No. 143A – Consideration of a petition initiated by City staff to a zoning text amendment to allow for conditional rezoning of property.

Recommend approval of Site Plan No. 252 – Consideration of a petition initiated by Helger Construction Company, on behalf of Feeny Chrysler, for approval of a site plan including a 13,000 square foot body and paint shop on 7.13 acres located at 7400 Eastman Avenue.

Recommend approval of Conditional Use Permit No. 21 – Consideration of a petition initiated by Robert LaBelle on behalf of Verizon Wireless to approve a conditional use permit to allow construction of a 140' tall monopole tower located east of Elisenal Drive, north of Wal-Mart.

6-1-06 Special Meeting – Master Plan

6-13-06 Recommend approval of Zoning Text Amendment No. 143A – Consideration of a petition initiated by City staff to a zoning text amendment to allow for conditional rezoning of property.

6-27-06 Meeting cancelled.

## Zoning Board of Appeals

### ***Purpose***

The Zoning Board of Appeals (ZBA) is the only board authorized to interpret, waive and modify requirements of the City of Midland Zoning Ordinance. This Board operates very much like a court of appeals. Decisions made by the Zoning Board of Appeals are final. Relief from ZBA decisions are granted only by the Circuit Court.

### ***Board Members who served during the 2005-2006 Fiscal Year:***

Timothy Lichtenwald (5/14/01 – 6/30/07)	John Higgins (11/13/95 – 6/30/08)
Henry Holthof (6/26/95 – 6/30/07)	Jon Steele (6/1/06 – 6/30/09)
Sally Sutton (3/11/91 – 6/30/06)	Roy Green (6/1/05 – 6/30/09)
Shawn Pnacek (6/1/06 – 6/30/08) Alternate	
Richard Siemer (5/10/04 – 6/30/08) Alternate	
Joseph Dunn (6/1/05 – 1/23/06) Alternate	

### ***Summary***

The Zoning Board of Appeals consists of five members who were appointed by the City Council. The City Council may also appoint not more than two alternate members to act in accordance with procedures specified in the City of Midland zoning ordinance. The Zoning Board of Appeals conducts regular, public meetings in City Council Chambers on the main floor of City Hall on the third Tuesday of each month at 6:30 p.m. Special meetings are also conducted as needed. These meetings are televised live by MCTV Channel 5 and can also be viewed on this channel at later dates and times. Meeting agendas are posted on the City Hall bulletin board by 5:00 p.m. on the Friday preceding the meeting. The agendas and minutes are also posted on the City of Midland's web site. City Planner is staff liaison to this Board.

### ***Zoning Board of Appeals Meetings***

During the 2005-2006 Fiscal Year, the Zoning Board of Appeals conducted ten regular scheduled meetings. Two meetings were cancelled for lack of business. Following is a summary of Zoning Board of Appeals Action from the past year:

#### 7-19-05

1. Approved the request of Amish Reflections for a non-use variance to permit a front yard setback at 503 South Saginaw Road.
2. Approved the request of Harry Kokkinakis on behalf of Buffalo Wild Wings for a non-use variance to permit two wall signs in addition to the allowed all sign at 6728 Eastman Avenue.
3. Denied the request of Ryan Anderson for a non-use variance to allow a fence at 4912 Christie Court.

#### 8-16-05

1. Approved the request of Speedway SuperAmerica for a non-use variance to permit an increase in the amount of under canopy lighting and additional wall signage at 2500 North Saginaw Road.
2. Approved the request of Midland King's Daughters Home for a non-use variance to permit a 32 square foot ground sign to exist in RB – Residential at 2410 Rodd Street.
3. Denied the request of Dollar Daze Inc. for an administrative review to appeal City Council screening and fencing contingencies approved as part of site plan approval at 1828 North Saginaw Road.
4. Denied the request of Richard LaPoe on behalf of Subway Inc. for a non-use variance to permit additional signage on the Wal-Mart Super Center at 910 Joe Mann Blvd.

#### 9-20-05

1. Approved the request of Lapham's Flowers for an extension of a previously approved temporary permit at 1412 North Saginaw Road.
2. Denied the request of Mark Kohtz for an area/dimension variance to permit a 6 foot tall privacy fence to exist in the side yard setback at 2507 Greenwich Circle.
3. Approved the request of Fifth Third Bank for an area/dimension variance to permit four (4) signs on an ATM machine located at 6641 Cinema Drive.

#### 10-18-05

1. Denied the request of Jack Gaudard for an area/dimension variance to permit a proposed attached garage addition to encroach within a side yard setback at 3905 Swede Avenue.

#### 11-15-05

1. Approved the request of Starbucks for an area/dimension variance to permit more than one wall sign for informational purposes at 7201 Eastman Avenue.

#### 12-20-05

1. Approved the request of leuter Insurance Group for an area/dimension variance to permit multiple replacement signs and the alteration of existing, nonconforming wall signs at 233 East Larkin Street.
2. Denied Spring PCS for an area/dimension variance to permit an additional wall sign at 7229 Eastman Avenue.
3. Approved the request of Logan's Roadhouse for an area/dimension variance to permit an additional wall sign at 7135 Eastman Avenue.
4. Approved the request of Joe Vanderkellen on behalf of Snow Machines, Inc. for an area/dimension variance to permit multiple wall signs at 1512 Rockwell Drive.

1-17-06

1. Withdrawn the request of Keith Wirth on behalf of Amish Reflections for an area/dimension variance to build into existing setback for first floor entrance and build up with second floor addition at 503 South Saginaw Road.
2. Approved the request of Lawrence Hale for an area/dimension variance for a parking lot expansion into side yard setback at 3106 Swede Avenue.

2-21-06

Meeting cancelled.

3-21-06

Meeting cancelled.

4-18-06

1. Denied the request of James Dubiel for two area/dimension variances to permit the expansion of an existing detached garage over the maximum allowed square footage and into the required front yard area at 1428 Bitler Street.

5-16-06

1. Approved the request of Randy Sherman on behalf of the Herbert D. Doan Midland County History Center for an area/dimension variance to allow an additional 32 square foot sign at 3417 West Main Street.
2. Approved the request of Verizon Wireless for an area/dimension variance to permit a 140 foot tall monopole cellular tower located north of 1100 Joe Mann Blvd. on Elisenal Drive.

6-20-06

1. Denied the request of James Zablocki of Zablocki Construction on behalf of Stanely Smith for an area/dimension variance to allow a three-season porch to be constructed within the 30 foot rear yard setback at 1812 Lawrence Drive.
2. Approved the request of Kevin McParlan, on behalf of Sabourin's Pharmacy, for an area/dimension variance to permit a 27 square foot wall sign on the Midland Foodland located at 1315 Washington Street.
3. Approved the request of Tom Pomerville, on behalf of Lucy's Lunches & Catering of 413 Burgess Street, for a use variance to permit a 6 square foot, off-premises, ground sign at 1808 Bay City Road (Lloyd's Door Systems).

4. Approved the request of Bill Waterman for several area/dimension variances to permit a nonconforming single family home to be converted into a triplex structure at 614 George Street.

## **West Main Street Historic District Commission**

### ***Purpose***

The West Main Street Historic District Commission has the responsibility to act on all applications for the construction, addition, alteration, repair, moving, excavation, or demolition of resources in the West Main Street Historic District and to approve each application before a Certificate of Appropriateness for such work is granted. Minor classifications of work assigned to the City Planner are excluded from this requirement.

### ***Commission Members who served during the 2004-2005 Fiscal Year:***

Terri Applegate (5/14/01 – 6/30/07)	Dorwood "Ernie" Bedford (6/8/06 – 6/30/09)
Jacinth Black (6/8/06 – 6/30/09)	Susan MacKellar (9/23/02 – 6/30/08)
Donna Gross (12/03/01 – 6/30/05)	Richard Osburn (6/8/06 – 6/30/08)
Timothy Lichtenwald (8/9/04 – 6/30/08)	Donald Deibert (9/1/04 – 6/30/07)

### ***Summary***

The West Main Street Historic District Commission consists of six members appointed by the City Council. Two members shall be appointed from a list of citizens submitted by one or more duly organized local historic preservation organizations and one member, if available, shall be a graduate of an accredited school of architecture who has two years of architectural experience or who is an architect duly registered in this state. The chief building official or his/her designated representative shall be an ex officio member without the right to vote. The Commission conducts regular quarterly meetings on the fourth Wednesday of January, April, July and October. These meetings are televised live by MCTV Channel 5 and can also be viewed on this channel at later dates and times. Meeting agendas are posted on the City Hall bulletin board by 5:00 on the Friday preceding the meeting. The agendas and minutes are also posted on the City of Midland's web site. Special meetings are also conducted as needed.

### **West Main Street Historic District Commission Meetings**

During the 2005-2006 fiscal year, the West Main Street Historic District Commission conducted three regular meetings (one was cancelled for lack of new business). Following is a summary of West Main Street Historic District Commission Action from the past year:

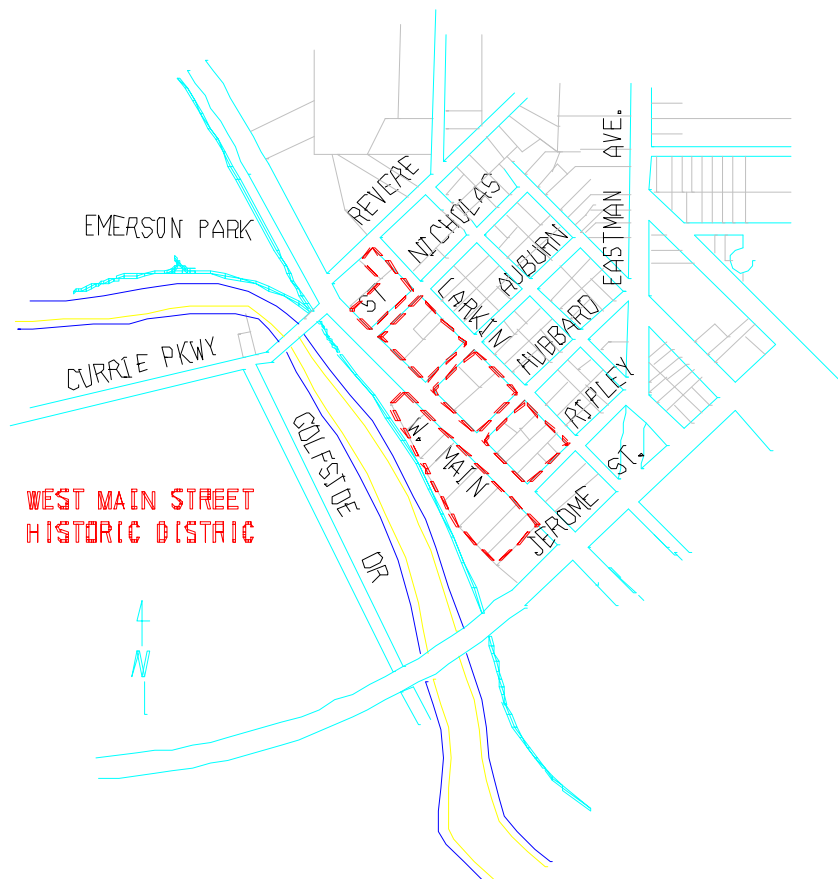
<u>DATE</u>	<u>ACTION</u>
7-27-05	Quarterly Meeting – Presentation of proposed Historic District Ordinance amendments. Historic Preservation article in Michigan Planner. Review and recommend to City Council possible location of Midland County Jail facilities on city-owned property adjacent to Historic District.
10-26-05	Quarterly Meeting – Second presentation of proposed Historic District Ordinance amendments. Review second draft of Ordinance amendments and forward recommendations to City Council for adoption of amendments.

Discuss capital improvements project which may benefit and beautify the District. Authorize HDC Board Chair to sign a request letter to be sent to City Manager's Office to have capitol improvements projects submitted as part of annual City budget's call for projects by November 15, 2005.

1-25-06 Quarterly Meeting – meeting cancelled due to lack of business.

4-5-06 Quarterly Meeting – Review Historic District capital improvement projects request.

Historic Preservation Week (HPW) announcement – May 1-6, 2006.  
HPW project planning for 2006-2007.



## Beautification Advisory Committee

### **Purpose**

The Beautification Advisory Committee (BAC) has been primarily focused on two projects – the *Appreciation of Beautification Awards* and *Make Midland Beautiful*. The *Appreciation of Beautification Awards* is a citywide program to encourage individuals, businesses, and public efforts towards making Midland a more beautiful city. Recognition is given to the most outstanding accomplishments. The *Make Midland Beautiful* program is coordinated with the elementary schools in Midland (both public and private) where students submit art projects showing how they would enhance the beauty of our city.

### **Beautification Advisory Committee members who served during the 2004-2005**

#### **Fiscal Year:**

Ann Adam	Cheri Standfest (Secretary)
Bobbie Arnold	Nancy Stark (Vice Chairman)
Maureen Donker	Bernadette VanSlyck
Benjamin Franklin	Bette Tollar, Emeritus Member
Howard Garrett (Chairman)	Jan Yuergens, staff support
Bill Schmidt	

### **Summary**

The Beautification Advisory Committee currently consists of nine members, plus one Member Emeritus, who serve on a volunteer basis but are confirmed by the Director of Public Works. The Commission conducts regular, public meetings in Conference Room B on the main floor of City Hall on the third Monday of each month at 11:00 a.m.

### **Beautification Advisory Committee Meetings**

The Beautification Advisory Committee conducted ten regular meetings during the 2005-2006 fiscal year. Following is a summary of Beautification Advisory Committee meetings from the past year:

<u>DATE</u>	<u>ITEMS DISCUSSED</u>
7-18-05	The Make Midland Beautiful Awards Program was a fun time for all who participated. Committee members are currently working on their nominations for the Appreciation of Beautification Awards Program.
8-15-05	Appreciation of Beautification Awards – Received 73 nominations this year. Discussion was held regarding criteria for special awards and for the Better R. Tollar Civic Commitment Award.
9-12-05	Voting was held among 70 nominations for the Appreciation of Beautification Awards. There will be 26 winners and 21 honorable mentions.

- 10-17-05      Appreciation of Beautification Awards – Invitations were distributed and presentation assignments were made to various committee members. Meeting dates were set for the 2006 calendar year.
- 1-16-06      Election of Chair and Vice Chair for 2006 – Howard Garret, Chair and Nancy Stark, Vice Chair. Discussion was held regarding additional awards for the Beautification Awards Program. The committee decided not to pursue any of these additional awards as they could all be covered under the “Special Recognition” award. The committee began their review of the Appreciation of Beautification Award Buidelines.
- 2-20-06      Work continued on the review of the Appreciation of Beautification Award Guidelines. Midland Blooms was discussed. They will be planting marigolds again this year.
- 3-20-06      The committee completed the review of the Appreciation of Beautification Award Guidelines and the Guidelines for Committee Members. The City is conducting “Meetings in a Box” to gain citizen input for the long-range plan being developed. Howard will have a meeting at his house regarding the “greenbeltway” and the Starpak Group, emphasizing non-motorized travel in the city.
- 4-17-06      The revised Guidelines for Beautification Awards were distributed to committee members. Maureen Donker reported she recently attended a meeting about “Project for Public Spaces, sponsored by the Dow Chemical Company Foundation and the Midland Community Foundation. This will be an on-going committee.
- 5-15-06      Make Midland Beautiful posters were most impressive this year. There were 965 students who participated in this year’s program from the second and sixth grades. There was discussion of projects for special awards this year. Each committee member will give these projects consideration.
- 6-19-06      Marty McGuire, Public Services Director, attended the June meeting. Changes to be Beautification Guidelines were discussed and a few minor changes were made at that time. Marty felt there should be a review of the work done on structures nominated for structural site improvements in the Historical District. We should ensure that proper procedures were followed in gaining city approvals for the project prior to the work being done. The committee agreed and language to this effect will be inserted into the Guidelines. Projects were again reviewed for special award nominations.

## Building Department

The City of Midland Building Department is located in City Hall at 333 West Ellsworth Street. Our department has two Building Inspectors: Lynn LaBrecque, our Chief Building Inspector (749 total inspections) and Steve Taglauer (2,880 inspections). The Chief Building Inspector's number of inspections is considerably lower this year than last, but can be directly attributed to his extensive involvement with Administrative site plan reviews, Dow Diamond and Ashman Court projects. These projects require his presence at numerous, necessary meetings that typically occur during normal inspection hours. Therefore, inspections were left to the department's other inspector, which in turn increased his total. We have one Plumbing/Mechanical Inspector, Jack Armstrong, with 916 inspections and one Electrical Inspector, John Wegner, with 1,105 inspections. Permits are issued by either the Inspectors (during their office hours) or front desk personnel (at any time), depending on the project or type of permit required. We not only process permits for Plumbing, Mechanical, Electrical and Building, but we also take care of signs for the City and issue Soil Erosion and Sedimentation and demolition permits. Projects, whether commercial or residential, could involve not only our Department, but also Fire, Planning, Engineering and Utilities. Midland continues to draw new restaurants and businesses to our City every year. We have also had several new (along with additions and remodels) residential projects in the City. The following represents building activity for the last fiscal year:

<u>DESCRIPTION</u> <u>PROJECT VALUE</u>	<u>PERMITS ISSUED &amp;</u> <u>REVENUE</u>
COMMERCIAL PERMITS (TOTAL) \$60,521,141.00	168 (\$193,884.00) <sup>a</sup>
New commercial permits \$26,873,660.00	58 (\$76,242.10) <sup>a</sup>
RESIDENTIAL PERMITS (TOTAL) \$10,277,127.00	806 (\$78,190.50) <sup>a</sup>
New residential permits \$ 4,770,184.00	183 (\$34,174.49) <sup>a</sup>
ELECTRICAL PERMITS	573 (\$44,894.86) <sup>b</sup>
MECHANICAL PERMITS	585 (\$27,614.45) <sup>b</sup>
PLUMBING PERMITS	797 (\$35,154.00) <sup>b</sup>
SIGN PERMITS	113 (\$ 3,570.00)

<sup>a</sup> The revenue reflected contains any electrical, mechanical or plumbing permit totals are tied into the project and not separated out individually.

<sup>b</sup> The revenue reflected is lower than actual due to the fact that these permit totals aren't separated out from the New Residential and all Commercial and instead tied to the projects as a whole.

The City also has two Rental/Zoning Inspectors, Patti Coleman and Randy Kursinsky. They divide their time between rental inspection, enforcing housing codes and zoning enforcement. As of January 31, 2006, the City has an estimated 1,400 rental properties, with 6,300 rental units. There are 39 complexes with 10 to 99 units and 16 with more

than 100 units, with the rest being single family duplexes or less than 10 units. Rentals are inspected once every two years, unless an owner or renter has issues and asks for one before their next renewal date. This year, Randy Kursinsky inspected 1,746 rental units (including re-inspections) and Patti Coleman inspected 1,680 rental units (including re-inspections).

Zoning issues are brought to our attention from both active searches by our inspectors and complaints from citizens. Our zoning officials investigate these issues and then follow up with phone calls, letters and citations, depending on the time frames of responses. Other City employees, including police and fire personnel, also note violations when in route to various destinations or responding to problems at different sites around the City. Patti Coleman and Randy Kursinsky investigated 173 and 247 original complaints respectively.

The Building Department again changed its working hours from May thru September to ten-hour days; from 7 a.m. to 5:30 p.m. This change is favored by the contractors, Home Builders Association and by the City Inspectors who participated. The office was serviced by inspectors every day of the week given that they alternated days off between inspectors.

# Housing Commission

## ***Purpose***

The Housing Commission was formed in 1968 under the State Housing Act of 1933 and acts as an advisory board for program development and monitoring.

## ***Commission Members who served during the 2004-2005 Fiscal Year:***

Bob Burgess	Richard Darger
Fran Hamburg	Steve Rapanos
(Chair person)	Vacancy (1)

## ***Summary***

The Housing Commission consists of five members appointed by the City Manager. We had one vacancy for most of this fiscal year. The Commission conducts public meetings as needed to establish policies for the housing programs.

## ***Housing Commission Meetings***

During the 2005-2006 fiscal year, the Housing Commission conducted four regular meetings. Following is a summary of Housing Commission Meetings from the past year:

<b>DATE</b>	<b>ITEMS DISCUSSED</b>
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9-19-05	<u>CDBG Update</u>
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The federal government is still trying to consolidate several of their housing programs into the Strengthening America's Communities Initiative. CDBG is one of those programs. The national housing organizations are writing their legislators to keep the CDBG program autonomous and to keep funding at its present levels.

### CHOICE Update

The Housing Commission amended the limit for the sale of CHOICE homes to \$110,000. The Midland Public Schools Building Trades house at 4418 Isabella Street is underway. The house built by the students at 302 Hubbard Street was sold in August, 2006.

### Senior Housing

Riverside Place is at 100 percent occupancy. Washington Woods is nearly at 100 percent occupancy. A pull-down stairway was installed in June at Riverside Place for safe access to the west side attic by employees and contractors. The pitch on the carport roofs at Washington Woods has been changed in order to allow water to run to seamless gutters along the sides.

### Hurricane Katrina

Staff reported they have been busy finding possible rental units for Hurricane Katrina evacuees coming to Michigan. Three hundred available rental units were found in case a number of these individuals were relocated to Midland.

12-5-05

CDBG Update

Work has begun on a Fair Housing Study for the City of Midland and Midland County. This study will be done by Legal Services of Eastern Michigan. A draft of this study should be ready for review in the early spring. This study is required by recipients of CDBG funds.

CHOICE Update

Work is progressing on the Midland Public Schools' Building Trades' house at 4418 Isabella Street. Renovations on 113 W. St. Andrews Rd. are continuing.

Senior Housing

Washington Woods has two 2-bedroom apartments available. Their new generators, purchased with CDBG funding, are installed and ready to run in case of a power outage.

Riverside Place continues at 100 percent occupancy. They had a very successful flu clinic conducted by the Visiting Nurse's Association.

Continuum of Care

Bob Burgess reported that the Continuum of Care did a count of homeless people in Midland in October. There were 173 people counted on this day. MSHDA has money available for agencies who undergo training to utilize a new system of intake procedures. This would assist with a central intake system, which is planned to operate through the United Way.

2-20-06

A special Housing Commission meeting was held to authorize the transfer of funds from "Housing Rehabilitation Loans" to "Acquisition of Property", and to authorize the purchase of a house a 716 Gordon Street to be rehabilitated to improve the surrounding neighborhood.

3-6-06

CDBD Update

A proposed budget was presented to the Housing Commission for the 2006-07 fiscal year. The Housing Commission decided they wanted to do more in the way of purchasing older homes, rehabilitating them, which includes the abatement of lead-based-paint, and selling them to low or moderate-income households through the CHOICE Program.

CHOICE Update

The Midland Public Schools Building Trades house at 4418 Isabella Street is approximately 50 percent complete. A house will be built on the adjacent lot during the next school year.

#### Senior Housing

Washington Woods currently has one opening. They have had eight apartments vacated since December 1<sup>st</sup>, which is a very low number.

Riverside Place continues at 100 percent occupancy. They have spent a lot of time on snow removal, but have had no reported slips or falls due to the weather. They have had only four vacancies since January 1<sup>st</sup>, which is also a very low number.

6-6-06      This meeting was cancelled due to lack of business.

## Community Development Block Grant Program

The City of Midland's participation in the Federal Government's Community Development Block Grant (CDBG) Program requires the preparation of a five-year Consolidated Plan, which sets forth priorities and objectives for activities benefiting very-low and low-income households.

### **Goals and Objectives**

The goal of the housing programs of the City of Midland is that "all residents of the City of Midland might have safe, affordable housing." In order to work toward this goal, sub-goals were established as follows:

- a. To provide low-income families with decent housing at a price that is affordable based on their income.
- b. Code compliance (through subsidized loans, building inspections and rehabilitation assistance.)
- c. Neighborhood improvement (through neighborhood watch groups, removal of deteriorated housing, ordinance compliance, and repair or construction of infrastructure.)

These sub-goals were targeted through a variety of programs, including:

1. Single-family residential zero-interest, deferred-payment loan housing rehabilitation program
2. Senior Housing Program
3. The CHOICE Program
4. Purchase, Rehab and Sale
5. Secondary agency grants to agencies that serve low-income people, persons with mental and physical disabilities, people with literacy needs, and agencies that provide support services.
6. Capital Improvement Program

The City of Midland received \$286,373 in CDBG funds for the 2005-2006 fiscal year. These funds are allocated to specific needs each program year as requests are presented to the City.

### **CDBG Program Distributions**

#### The Single-Family Zero-Interest Deferred-Payment Housing Rehabilitation Loan

Program provides financial assistance to eligible homeowners to correct property code violations in their owner-occupied, single-family residence. These loans are offered at zero interest and constitute a lien on the property. The loans are repayable upon the sale of the property. During the 2005-2006 program year, six housing rehabilitation projects were begun, and all six of these projects were completed. \$25,383.19 was spent bringing local houses into compliance with current building codes. Housing rehabilitation funds are allocated based on the number of requests for assistance that are received and based on the manpower available to handle these cases. One family was provided funds for temporary relocation, in the amount of \$275.00, while their house was being rehabilitated.

Rehabilitation Grant - The Reece Community Living Endeavor (formerly known as The David Reece Fund) is a local organization which helps prevent homelessness by providing housing to individuals with either a mental or physical disability. They purchase and rehabilitate houses in the community, which will provide either transitional or permanent housing to individuals with a disability. This organization is only partially supported by CDBG funding with other monies provided by other sources. The \$4,569 provided this year replaced 22 windows in two houses owned by the Reece Endeavor to make them more energy efficient.

Rehabilitation Grant – The Center for Domestic Violence and Sexual Assault (Shelterhouse) was provided in the amount of \$10,000 to replace worn carpet in the residential side of their facility.

Rehabilitation Grant – Midland Area Homes provided minor repairs to five residences for a total of \$6,336.56. These repairs included furnace repair, repair of water leaks, and replacement of a hot water heater for low-income homeowners in the City of Midland.

Rehabilitation Grant – Midland Area Homes was provided \$1,545.38 for building two ramps for ingress/egress to a home by individuals with a mobility disability.

Rehabilitation Grant – Washington Woods was provided \$50,000 for the purchase of a generator and \$10,000 for the installation of the generator, to operate an elevator, emergency lighting and refrigeration units in the event of a power outage.

Rehabilitation Grant – Safe Haven Outreach Center was provided \$12,700 to rehabilitate their kitchen, providing new kitchen cabinets, countertops and electrical wiring, along with the purchase of a new kitchen table and chairs.

Rehabilitation Grant – Cleveland Manor was given \$5,000 for the conversion of bathtub facilities to walk-in showers for frail elderly who have difficulty getting over the side of a tub. This funding provided for eight tub/shower conversions.

Rehabilitation Grant – TenSixteen Treatment Center was provided \$45,845.00 in funding for facility expansion to provide separate living quarters for female residents and barrier free accessibility to their facility.

Rehabilitation Grant – Community Mental Health was provided \$10,000 to replace the existing roof on the Mode House, a group home for persons with mental disabilities.

Housing Rehabilitation Administration provides for the administration of the CDBG Housing Rehab Programs. The \$33,243.62 spent on this activity provided for lead-based paint training and certifications as well as project design and oversight of the Housing Rehabilitation Programs.

Public Services Activities provide a range of program services, which benefit very-low and low-income persons by enabling those persons to improve their economic and housing conditions. Intermittent assistance is provided to neighborhood groups and the Neighborhood Services Officers focuses their activities on code

enforcement. These enforcement actions are funded through the Building Department, and are not charged to the CDBG program.

The Midland City Police Department purchased and distributed 92 child safety seats to very-low-income residents of the City of Midland. The Midland County Child Protection Council worked with them to identify eligible households, utilizing the State's Medicaid poverty level guidelines for families. A total of \$3,897.88 was spent on this activity.

The Literacy Council of Midland County utilized \$8,079.69 for operating their tutoring programs in the areas of Adult Basic Education, English as a Second Language and the Workforce Literacy Program.

The Grace A. Dow Memorial Library was given \$4,000 toward the purchase of a handicap accessible computer work station. This provided approximately half of the funding for this unit and is available to the public, but can also accommodate persons with disabilities.

West Midland Family Center's "Family Ties Program" is aimed at strengthening low-income at-risk families, and eliminating the social problems that result from family breakdown. By assuring the competency of families, they significantly reduce the number of additional low income housing units required to support divided families, they diminish the incidence of domestic violence reducing the need for police support, and most importantly, they facilitate a family environment in which children grow up with hopeful promising futures. The \$25,000 allocated to this program assisted 25 families.

Quality Time Child Care, the child-care program at Midland Community Center was provided \$20,000 for renovation of their playground, providing handicap accessible play equipment, and putting a fence around the playground area.

Affordable Housing - The CHOICE Housing Program was allocated funds to provide affordable housing for low to moderate-income individuals and families, including the provision of funds for down payment assistance and closing costs. Financial assistance in the amount of \$8,500.00 was provided to one purchaser in the form of down payment assistance as part of a second mortgage.

Habitat for Humanity was provided \$9,000 for the purchase of a lot on Charles Street, on which to build a Habitat House.

Property Acquisition – The City of Midland purchased a house a 716 Gordon Street to rehabilitate and then sell to a low- or moderate-income homebuyer. This house was in need of repairs and it will improve the housing stock in this neighborhood. \$77,312.70 was spent on this project.

Downpayment Assistance was provided to Safe Haven Outreach Center in the amount of \$50,000, in order to purchase their existing facility and make the mortgage affordable on their monthly funding allotment from Community Mental Health.

Program Administration - The City of Midland Housing Department also distributed literature regarding subsidized housing, apartment lists, and information on handicapped accessible housing, senior housing, assisted living facilities and other housing programs. Staff plans to continue this service as well as referrals to local agencies for other needed services. \$49,509.31 was spent in program administration and in complying with the requirements of HUD.

Altogether, the \$479,807.95 spent this year leveraged an additional \$439,838.46 in additional funding from the agencies assisted. These funds provided assistance to 900 individuals and families during the 2005-2006 fiscal year.

## **CHOICE – Creating Housing Options In Challenging Economies**

CHOICE is a program of affordable new housing construction that assists working families with down payment assistance. The down payment is secured in a second mortgage and promissory note with no interest or payment until the sale of the property.

The objective of the CHOICE program is to:

- ? Increase the supply of affordable housing in Midland
- ? Benefit city neighborhoods where neighborhood improvement is under way
- ? Facilitate private sector involvement where profit incentives are risky, limited, or nonexistent
- ? Offer repayable down payment assistance

The CHOICE program is facilitated by the City of Midland in conjunction with local banks, builders and suppliers. The homes are constructed by local builders with the building supplies coming from local sources whenever possible. The local lending institutions assist by providing favorable mortgage rates and waiving some of the fees involved.

### ***Activity for the 2004-2005 Fiscal Year:***

Re-sold one house at 213 Bradley Court. The original purchaser needed to sell the house so a new purchaser was found who met the criteria for the program. The City of Midland provided down payment assistance to the new purchaser.

113 W. St. Andrews Road is still in the process of being rehabilitated with money from the Housing Commission Fund. It is expected to be completed and ready to sell in the fall of 2006.

### ***Midland Public Schools Project***

The City of Midland sold the 2004-2005 Building Trades' house located at 302 Hubbard Street. The Midland Public Schools Building Trades classes, in conjunction with the City of Midland, have completed the house at 4418 Isabella Street. Sale of this house is pending. Next year's Building Trades' house will be built at 4410 Isabella Street.

# Riverside Place Senior Housing

## ***Purpose***

The City of Midland operates Riverside Place Apartments and because no operating subsidy is received, we must meet all expenses with rent revenue. With a total of 150 units we are dedicated to providing seniors with safe, comfortable, affordable housing in a personalized environment. Our goal is to keep our residents independent and in their own apartments for as long as possible.

## ***Occupancy***

The Riverside Place Senior Housing facility began occupancy in 1993 and has completed thirteen years of operation. Occupancy is maintained at 100% and there are currently 44 prospective residents on the waiting list who have indicated that they are ready to move to an apartment at Riverside Place as soon as possible compared to 21 people last year. We experienced 22 apartment turnovers in the independent-living apartments and 14 apartment turnovers in the assisted-living apartments.

## ***Maintenance***

The maintenance staff completed 1,308 work orders and 35 apartment renovations in FY05-06. We completed resurfacing and restripping the parking lots and the fire annunciator system was upgraded which allows the fire department to identify which apartment's smoke detector is activated when they are responding to a call. We continue to have high maintenance costs on routine roof maintenance and our natural gas and electricity increased substantially this past year.

## ***Health Services Program***

The nurses are here to monitor the residents' health which includes assisting residents in arranging for in-home services, instructing residents on special diets, medication, etc. The MRMC lab has continued to provide the residents with weekly onsite services, the VNA provides bi-weekly foot care services and Dr. Wall has conducted monthly hearing clinics. A physical therapist assistant from Heartland conducts exercise classes once a week and we now have yoga classes once a week, which are all well attended. Our Health Coordinator, Michel Hupfer, schedules monthly health programs which have included many community health educators on various topics. She has three to four programs per month which have been well attended by the residents. The subjects have been nutrition/health living; stroke screening; AARP driving program; cholesterol awareness; living with arthritis; depression; eye disease; healthy bones; proper medication usage and many more. She is also sending out a newsletter on health topics with our monthly health calendar to our residents.

## ***Assisted Living***

Residents continue to benefit from the assisted living program at Riverside Place. Residents enjoy three meals a day; housekeeping services; medication management; assistance with personal care and chores; 24-hour supervision and emergency response system; and activity programs. Heartland is our contracted service provider as of June 1, 2005, and we continue to maintain occupancy at 100%.

## ***Tenant Council***

Tenant Council has made contributions to the Riverside Place Endowment Fund in memory of sixteen residents, purchased Christmas lights for apartment balconies facing the river – now the whole building, front and back, have lights for the holiday season.

**Activities**

This past year we have organized many activities for our residents and these activities are well attended. The following are some examples of our activities: summer picnics at Emerson Park; parties celebrating birthdays and wedding anniversaries; Christmas open house; monthly lunches to favorite or new restaurants; and a pen pal program with the Parkdale Elementary fourth grade class. Police Officer Greg Tait presented Driving Safety and Identity Theft and scams; and the Chippewa Nature Center has had many very popular programs for our residents.

We also had many community and school groups come to entertain such as Old Time Traditional Dancers; Northwood University's "Fashion History" featuring their International Costume Collection; Dow High Cheerleaders; Three Outlaws and a Good Guy presenting a "Cowboy Christmas"; Men of Music; a program by the Youth Honors Chorus; Good Company on Valentines Day; Old Five and Dimers; and Bill Stavropoulos and Paul Barbeau from the Michigan Baseball Foundation presented "Baseball Comes to Midland". The residents truly enjoy the many community organizations that come to the building throughout the year.

# Washington Woods Senior Housing

## ***Purpose***

The City of Midland operates Washington Woods Apartments. All expenses must be met with rent revenue, because no operating subsidy is received. Washington Woods has a total of 214 apartments. The staff is dedicated to providing senior citizens with safe, comfortable, affordable housing in a personalized environment. Our goal is to allow our residents to “age in place” and remain in their own apartments for as long as possible

## ***Occupancy***

During the fiscal year, there were 42 vacancies. The breakdown of vacancies was as follows:

20	Moved for more care (nursing home, assisted living, adult foster care).
6	Moved within the building.
5	Moved to Riverside Place supportive living.
5	Moved in with/nearer family.
1	Death.
5	Miscellaneous.

Occupancy was at 99% for the year. Residents are older and considerably more frail than they used to be. New residents coming in have an increased number of diagnoses than in the past. Therefore, the turnover rate will continue to be high.

## ***Maintenance***

Emphasis has been placed on making sure the grounds are well groomed. The area off the dining room has had special attention. Residents who eat in the dining room every day can now enjoy a more pleasant setting.

Due to the aging of the building, plumbing and roof repairs are occurring more often. A schedule to replace some of the appliances in the facility kitchen is in place. Public area carpeting will be replaced over a six year period starting in 2006. Several occupied apartments are carpeted each year as needed.

## ***Grant***

Washington Woods was fortunate to receive a grant from the Charles J. Strosacker Foundation for \$10,000 to replace furniture in the first floor lobby areas. This project will update our building, giving it a fresh look and will be coordinated with the carpet replacement.

## ***Tenant Council***

The Tenant Council continues to remain active, raising money with their two rummage sales each year, card shop proceeds, silent auctions and estate sales.

The council also contributes funds to pay for half of the upkeep of the aviary and fees for several of the social entertainment events.

The Tenant Council generously donated half of the money to put in a new flowering garden in the front of our building dedicated to the memory of Barbara Panian, former manager.

### ***Health Services Program***

Our Health Coordinator arranged to have community involvement with our residents. In May nearby businesses donated gifts to be given to residents who attended an ice cream social celebrating Older Americans Month. EMS and the fire department conducted programs for residents – and residents in turn presented them with a thank you card and cookies.

Nursing staff has noted the increasing mental health diagnosis amongst residents, not only Alzheimer's or short term memory loss, but also higher numbers of other mental disorders.

The Health Coordinator and nurses spend a considerable amount of time with family conferences. The purpose is to educate the family and help them to obtain services for the resident, so that the resident may remain in place.

An Amigo Rodeo was held to instruct residents on the safe use of electric carts and a police officer presented safety tips.

### ***Activities***

Residents organized a Fall Hoedown and St. Patrick's Day party, attracting a large crowd for both. As usual a performance by the Men of Music and the traditional open house were highlights of the holiday season.

The majority of residents enjoy living at Washington Woods. Many are volunteers within the building and residents tend to look out for each other. Even though a variety of programs are offered to the residents, they do also plan their own parties, potlucks and card games.

# Downtown Development Authority

## ***Purpose***

A body created under authority of P.A. 197 of 1975, as amended, for the purposes of preventing deterioration in business districts, to create and implement development plans, to issue bonds, and to utilize tax increment financing (captured school taxes levied upon the captured assessed value of real and personal property in the development area).

In 1985, the City Council established the Downtown Development Authority (DDA) to help finance and implement various projects. The DDA's financial support comes from a 2 mil levy on property in the district in addition to tax increment financing and local public and private support.

## ***Board Members who served during the 2004-2005 Fiscal Year:***

Claudia Wallin (DDA Chair), Manager of Community & Employee Programs – Midland Cogeneration Venture (6/14/93-5/01/07)  
Jenny Anderson, Publisher – Midland Daily News (05/22/06-05/01/10)  
Ann Beck, Branch Manager – Comerica Bank (3/05/01-5/01/08)  
Jim Bessert, Pastor – St. Brigid Church (10/10/05-Residency)  
Ned Brandt, Vice-President – R.M. Gerstacker Foundation (7/15/96-5/01/06)  
Robert Brines, Owner – Little Forks Outfitters (5/01/03-5/01/07)  
Douglas Chapman, Director – Dow Gardens (4/14/86-5/01/07)  
Mike Hayes, Global Vice President Public Affairs – Dow Chemical Company (12/05/05-05/01/09)  
Sharon Kackmeister, Executive Director – Creative Spirit Center (5/07/01-12/01/05)  
Paula Liveris, Board Member – Gerstacker Foundation (05/22/06-05/01/10)  
Jack McCandless, Former Owner – McCandless Hallmark (5/08/95-5/01/08)  
John Reisner, President & CEO – Chemical Bank & Trust (3/11/02-5/01/07)  
Margaret Ann Riecker, President – Margaret A. Towsley Foundation and Herbert H. & Grace A. Dow Foundation (3/17/97-5/01/07)  
Mark Spanka, General Manager – Ashman Court Marriott Conference Hotel (9/28/98-5/01/06)  
Jim Stamas, General Manager – Pizza Sam's (05/23/05 – 05/01/10)  
Karl S. Tomion, City Manager (2/01/92 – Tenure of Office)

## ***Summary***

The Downtown Development Authority consists of thirteen members who were appointed by the City Council. One person must be a resident of downtown and the City Manager also has a permanent seat on the Board. The Board conducts regular, public meetings in the Council Chambers on the main floor of City Hall on the second Wednesday of each month at 3:00 p.m. Meeting agendas are posted on the City Hall bulletin board by 5:00 p.m. on the Friday preceding the meeting.

## ***Goals Set for Fiscal Year 2004-2005***

- ✍ Expand the DDA district to include Chippewassee Park
- ✍ Utilize the Real Estate Acquisition Policy through development within the District
- ✍ Continue working with the Entranceway Initiative Taskforce for enhancement of the district entrances
- ✍ Facilitate active participation in the M-20 bridge construction project
- ✍ Continue Business Attraction efforts and pursue potential developers and additional retail storefronts for economic development within the district

- ✍ Continue landscape development through employment of full-time horticulturist and explore ways to utilize horticulturist on a year-round basis
- ✍ Continue to foster rehab projects on existing buildings within the district through the Façade Improvement Program
- ✍ Continue to utilize the Downtown Logo and Tagline to build a cohesive element to DDA and MDBA marketing, promotion and function.
- ✍ Restructure committees to adapt to the Michigan Main Street four-point approach
- ✍ Determine feasible plans for crosswalk repair/replacement and provide recommendations to City of Midland Engineering Department
- ✍ Continue exploring potential state and local funding sources for development of second story residential units within the district
- ✍ Complete final elements of the Ashman Corridor Streetscape project
- ✍ Utilize Michigan Main Street four-point approach to enhance the DDA structure and overall community awareness and involvement with Downtown Midland

**Goals Met for Fiscal Year 2005-2006**

- ✍ In February, 2006 the DDA expanded its district to include Chippewassee Park;
- ✍ DDA Staff and board members have continued working with the Entranceway Initiative Taskforce for enhancement of the district entrances as well as coordinating wayfinding signage initiatives;
- ✍ Successful recruitment of five new businesses within the district during fiscal year;
- ✍ Worked with the City of Midland to incorporate a full-time permanent horticulturist position within the City which will be utilized by the DDA;
- ✍ Successfully continued façade projects on existing buildings within the district through the Façade Improvement Program on one building during fiscal year;
- ✍ Continued to utilize the Downtown Logo and Tagline to build a cohesive element to DDA and MDBA marketing, promotion and function and created new logo for Tunes by the Tridge utilizing the Downtown branding campaign;
- ✍ Restructured all DDA committees to adapt to the Michigan Main Street four-point approach;
- ✍ Continued to work with the City of Midland to develop feasible crosswalk repair and replacement options for the district;
- ✍ Continued exploring potential state and local funding sources for development of second story residential units within the district;
- ✍ Completed the final elements of the Ashman Corridor Streetscape project;
- ✍ Utilized the Michigan Main Street four-point approach to enhance the DDA structure and overall community awareness and involvement with Downtown Midland through multiple avenues.

**Other Accomplishments & Milestones**

- ✍ Completed final elements of the Ashman Corridor Streetscape project;
- ✍ Continued success with our local partnership with Northwood University and the A.B. Dow Summer Sculpture Series;
- ✍ Replenished Façade Improvement Program funds ;
- ✍ Brought streetscape elements, primarily portable planters, throughout the Downtown District to further incorporate those areas off Main Street into the district;
- ✍ Implemented new Design Guidelines for district;
- ✍ Implemented new Façade Improvement Loan Program;

- ✍ Created and implemented volunteer recognition program with the Volunteer of the Year Award;
- ✍ Worked with local foundation to enhance plantings within the downtown streetscape.

**Useful & Understandable Stats and Figures**

DDA Revenues & Expenses  
Fiscal Year 2005-2006

TIF	\$334,998	Debt Service & Parking	\$123,437
SARA	14,000	Capital Improvements	18,350
2.0 Mil Levy	20,171	Other Charges	148,403
Other	<u>51,842</u>	Personal Services	<u>112,912</u>
 Total Revenue	 \$421,011	 Total Expenses	 \$403,102

**Identified Goals for Fiscal Year 2006-2007 and Beyond**

- ✍ Create Action Plans for each of the four standing committees;
- ✍ Utilize the Real Estate Acquisition Policy through development within the District;
- ✍ Continue working with the Entranceway Initiative Taskforce for enhancement of the district entrances and wayfinding signage;
- ✍ Facilitate active participation in the M-20 bridge construction project;
- ✍ Continue Business Attraction efforts and pursue potential developers and additional retail storefronts for economic development within the district;
- ✍ Continue to foster rehab projects on existing buildings within the district through the Façade Program;
- ✍ Continue to utilize the Downtown Logo and Tagline to build a cohesive element to DDA and MDBA marketing, promotion and function;
- ✍ Finalize crosswalk repair/replacement recommendations to the City of Midland and implement repair schedule;
- ✍ Continue exploring potential state and local funding sources for development of second story residential units within the district;
- ✍ Utilize Michigan Main Street four-point approach to enhance the DDA structure and overall community awareness and involvement with Downtown Midland;
- ✍ Develop and adopt bylaws for the Midland Downtown Development Authority;
- ✍ Create volunteer, sponsor and property owner databases for district;
- ✍ Work with Michigan Baseball Foundation, Midland Area Marketing Partnership, Midland Convention and Visitors Bureau and other entities to enhance tourism opportunities within the district;
- ✍ Continue to work closely with the Project for Public Spaces initiative to develop and enhance public spaces in Downtown Midland.