



DOWNTOWN DEVELOPMENT AUTHORITY

Board of Directors Meeting

Wednesday, October 9, 2024 3:00 p.m.

Midland City Hall ~ City Council Chambers

1. Roll Call: Paul Barbeau, Bo Brines, Ali Huntoon, Britney Hyde, Michael Jones, Brad Kaye, David Kell, Julia Kepler, Jon Lauderbach, Jim Malek, Chris Moultrup, Kevin Scorsone, Tony Stamas, Devon Thompson
2. Recognize resignation of John Lauderbach from DDA Board –*Moultrup*
3. Welcome new board members Ali Huntoon and Devon Thompson –*Moultrup*
4. Approval of the DDA Minutes from the meetings of July 10, 2024 DDA meeting –*Moultrup*
5. Project updates -*Harris*
 - a. Downtown Public Restrooms
 - b. Development and Tax Increment Financing Plan
6. 2024 Pedestrian Plaza Season – what’s next? -*Harris*
7. Introduction of Strategic Planning – 2025 Plan of Work -*Harris*
8. Committee Reports
 - a. Executive Committee – *Moultrup*
 - i. *Appointment of 2024-25 DDA chair, vice chair and committee roles*
 - ii. *Approve 2025 Meeting Schedule*
 - b. Economic Sustainability Committee – *Scorsone*
 - i. *Action Item: BLU – Incubator*
 - ii. *Action Item: Craft Juice Company - Incubator*
 - c. Marketing and Events – *Loeffler*
 - d. Midland Downtown Business Association - *Neumeyer*
9. Public comments regarding items that are not on this agenda
10. New Business
11. Adjourn

**Next Regular DDA Board Meeting
Wednesday, November 13, 2024**

Via Email

Selina Tisdale
Community Affairs Director
City of Midland
333 West Ellsworth
Midland, Michigan 48640

Re: Resignation from DDA Board

Dear Selina:

I have enjoyed my service on the Downtown Development Authority Board. That said, my current business commitments and travel schedule are preventing me from fulfilling my duties as a board member, and I should step aside. Accordingly, I tender my resignation effective immediately.

Thank you for the opportunity to serve the City of Midland.

Very truly yours,



Jonathan E. Lauderbach



**DOWNTOWN DEVELOPMENT AUTHORITY
Board of Directors Minutes of the meeting held
July 10, 2024, 3:00 p.m. Midland City Hall**

Call to Order: 3:00 p.m.

Attending: Paul Barbeau, Bo Brines, Michael Jones, Brad Kaye, Julia Kepler, Jim Malek, Chris Moultrup

Absent: Brittney Hyde, David Kell, Jon Lauderbach, Kevin Scorsone, Tony Stamas

Meeting called to order at 3:00 p.m.

DDA Board Chari Moultrup welcomed Julia Kepler, owner of Serendipity Road and Joyful Tantrum, to the Downtown Development Authority Board.

Minutes were presented for the DDA Board meeting held May 8, 2024. Brines moved approval, seconded by Kepler. Minutes were unanimously approved.

Harris provided an overview of the Consideration of Amendment No. 1 Oddfellow Building Redevelopment Project Brownfield Plan. The following motion was made by Barbeau and seconded by Malek.

*WHEREAS, at the November 8, 2023, meeting of the Midland Downtown Development Authority (DDA) the board unanimously supported the Brownfield Redevelopment Plan presented by Triterra / Monarch for the redevelopment of property located at 116 Rodd Street in Downtown Midland; and
WHEREAS, Triterra has presented Brownfield Plan Amendment #1 for the Oddfellow Hall Redevelopment Project located at 116 Rodd Street outlining additional abatement activities and costs that increase eligible activity costs from \$447,005 to \$640,055 and extends the duration of the plan from 23 years to 27 years.; and
WHEREAS, the developer is pursuing approval of a Brownfield Plan that provides for tax increment financing as a means to reimburse the developer for eligible costs; and
WHEREAS, these taxes are part of the DDA's current tax capture and the DDA must agree to forgo additional future tax capture on improvements to these parcels for a period of up to, but not to exceed, 27 years; now therefore
RESOLVED that the DDA hereby approves, in concept, the brownfield development agreement as presented and authorizes DDA Vice Chair Kevin Scorsone to sign the agreement document in its final form in consultation with the city attorney and city manager.*

Voted to support the action: Barbeau, Brines, Jones, Kepler, Kaye, Malek

Voted to oppose the action: None

Abstained from vote: Moultrup

Resolution: Approve

Moultrup provided an update on the activities of the executive committee.

Harris introduced the Economic Sustainability Committee's support of façade application for Bookmarks, 126 Townsend Street. The following motion was made by Hyde and supported by Stamas.

WHEREAS the Economic Sustainability Committee of the Downtown Development Authority (DDA) has reviewed the façade application from Tricia Crivac, Bookmarks, for property at 126 Townsend Street, and found the application to be acceptable and in order; now therefore RESOLVED, that the Economic Sustainability committee recommends the Downtown Development Authority approve a façade matching grant not to exceed \$2,947.10 with payments to be made according to program guidelines for façade improvement projects as applied for and completed at 126 Townsend Street.

Voted to support the action: Barbeau, Brines, Jones, Kepler, Kaye, Malek, Moultrup

Voted to oppose the action: None

Resolution: Approve

Downtown Event Coordinator Kristina Loeffler reported a brief recap of summer events and introduced upcoming events taking place in Downtown Midland.

Midland Downtown Business Association (MDBA) representative, Julia Kepler, provided an update on the board elections and additional activities of the MDBA.

Moultrup shared that the City of Midland has a tentative purchase agreement to purchase property at 120 McDonald Street contingent upon a favorable 60-day due diligence period and approval by Midland City Council.

Meeting adjourned 3:27 pm



October 2, 2024

TO: DDA Board
FROM: Selina Harris, Community Affairs Director/ DDA Executive Director
SUBJECT: 2025 Plan of Work

After more than a year of work, the 20-year Development Plan for the Midland Downtown Development Authority (DDA) has been completed. The 20-year Tax Increment Financing plan will be finalized before the end of 2024.

Historically, the DDA has used the October meeting to reflect on the accomplishments of the past year of work and look ahead to prioritize work for the upcoming year.

At the October 9 DDA board meeting, I will walk the board through our past year of accomplishments. We will then begin a discussion about prioritizing projects from the Development Plan that you would like to see become the focus of work for the upcoming year and the four years to follow.

We will begin this conversation in October and identify any follow-ups you would like to see before the November meeting, at which time we will likely complete the 2025 Plan of Work and identify goals for the next few years.

In preparation for this discussion, I invite you to review the 20-year Development Plan and familiarize yourself with the projects identified in it. Our conversation and goal-setting are not limited to the plan. However, the Plan should be a guiding document for projects to be pursued in the near and long term.

I look forward to the conversation and would be happy to prepare any specific information you might want for the October meeting; please let me know.

DDA Board September 2024

<u>Board Member</u>		<u>Occupation</u>	<u>Committee(s)</u>	<u>Term Ends</u>
Chris Moultrup	Chair	Three Rivers Construction	Chair Executive Committee	5/2026
Kevin Scorsone*	Vice Chair	Tri-Star Trust Bank	Chair Economic Sustainability, Ex Committee	5/2024
Paul Barbeau		Dow	Economic Sustainability	5/2025
Bo Brines		Little Forks Outfitters	Economic Sustainability, Budget	5/2026
Alli Huntoon	At large	Allied HR Solutions		5/2026
Britney Hyde		Huntington Bank	Economic Sustainability	5/2025
Michael Jones		Owner Element Day Salon & Spa		5/2027
Brad Kaye		City Manager	Budget	Tenure of Office
David Kell	At large	Great Lakes Bay Construction	Executive Committee, Marketing, Budget	5/2025
Julia Kepler		Owner: Serendipity Road/Joyful Tantrum	Marketing	5/2028
Jim Malek	Resident	Retiree	Marketing	5/2026
Tony Stamas		Midland Business Alliance	Budget	5/2026
Devon Thompson	Resident	The Kendall Group		5/2028

*DDA representative to the Midland Downtown Business Association

2025 – Proposed DDA Board Meeting Calendar

***2nd Wednesday of the odd-numbered months,
3 pm City Hall Council Chambers***

January 8

March 12

May 14

July 9

September 10

October 8 (Strategic Planning Session)

November 12

Proposed Incubator Payment Schedule for BLU - 134 W. Main

BLU	6 mos @ 50% (\$830 max)	6 mos @ 33% (\$560 max)	6 mos @ 17% (\$275 max)	In-Business Commitment
\$1,750/month lease	November 2024 - April 2025	May 2025 - October 2025	November 2025 - April 2026	November 2027
18 month commitment	\$4,980.00	\$3,360.00	\$1,650.00	
Total	\$9,990			



Taxlot highlighted in red



Midland Downtown Development Authority
BUSINESS INCUBATOR
Application

Date: 7-30-24

Name of Business Owner/Operator (APPLICANT): ERIK SWENSON

Applicant's Address: 5501 Plumtree Lane

Name of Proposed Business: ~~Piper and Parsley's Table~~ BLU

Address of Proposed Business: 134 W Main St

Name of Property Owner: Steve Bush

Please complete for the best way to contact applicant:

Applicant's Preferred Phone: 989 600 1270

Applicant's E-Mail Address: flyingtroutcatering@gmail.com

Phone Number of Proposed Business (if available): Not yet 989-600-1270 cell

Please detail the type of business being proposed and product(s) sold, public served:

We are a fresh Product food business providing
to go and sit down Brunch, lunch and
late night elevated bites.
Acai Bowls, Avocado Toast, Salads, Beverages,
Nachos, Pineapple Mango Salsa Chips, etc.

What is the monthly lease rate for the subject property: \$ \$1750.00

Will the proposed business be a for-profit business: Yes No

Will the proposed business have a 501C3 not-for-profit business status: Yes No

Does this business already have a written business plan developed? Yes No

If yes, please check here and submit a copy of the business plan with the application;
 If no, please check here and complete the Executive Summary document included in the incubator packet and submit with application.

Anticipated hours of operation (hours/day; days of week):

Monday	<u>8-2</u>
Tuesday	<u>8-2</u>
Wednesday	<u>8-2</u>
Thursday	<u>8-2</u>
Friday	<u>8-2 1/2 8-12am</u>
Saturday	<u>8-2 1/2 8-12am</u>
Sunday	<u>10-3</u>

Please list the names of persons your business will be working with in the capacities of:

Attorney: Creoff Mallicoat / Todd Cambrell

CPA: Laura Schweilhofer

and/or Bookkeeper: _____

Please verify that the items below are included with your completed application:

- A copy of a draft lease agreement including lease amounts and term of lease (an unexecuted agreement is acceptable)
- A completed SBA Agreement Form for the Small Business Development Center's review of your business plan
- Your Business Plan (if already developed)
- OR-
- A completed Executive Summary for your business

WHEREAS the Economic Sustainability Committee of the Downtown Development Authority has reviewed the incubator application submitted by Erik Swenson, BLU, 134 W. Main Street, and found all information acceptable and in order; now therefore

RESOLVED, that the Economic Sustainability committee recommends that the Downtown Development Authority grant said incubator application and provide lease subsidy in the following amounts:

- \$830.00/month for the first six months of the program;
- \$560.00/month for the second six months of the program; and
- \$275.00/month for the last six months of the program.

Presented to the Downtown Development Authority Board on October 9, 2024

Motion made by:

Motion supported by:

Yeas:

Nays:

Abstain:

Absent:

Vote:

Proposed Incubator Payment Schedule for Craft Juic Co. - 140 Ashman Street

Craft Juice Co.	6 mos @ 50% (\$830 max)	6 mos @ 33% (\$560 max)	6 mos @ 17% (\$275 max)	In-Business Commitment
\$2,150/month lease	November 2024 - April 2025	May 2025 - October 2025	November 2025 - April 2026	Nov-27
18 month commitment	\$4,980.00	\$3,360.00	\$1,650.00	
Total	\$9,990			



Taxlot highlighted in red



Midland Downtown Development Authority
BUSINESS INCUBATOR
Application

Date: 7/29/24

Name of Business Owner/Operator (APPLICANT):

Steve Scott

Applicant's Address: 2112 N Rolling Ridge Dr Midland MI 48692

Name of Proposed Business: Craft Juice Company

Address of Proposed Business: 140 Ashman Midland MI 48640

Name of Property Owner: Steve Bush

Please complete for the best way to contact applicant:

Applicant's Preferred Phone: 248-495-8527

Applicant's E-Mail Address: steve@ungrownideas.com

Phone Number of Proposed Business (if available): _____

Please detail the type of business being proposed and product(s) sold, public served:

Juice bar serving healthy
drinks & snacks. Fresh fruit & veg
drinks made to order, Juices, smoothies,
& boba tea.

What is the monthly lease rate for the subject property: \$ 2150

Will the proposed business be a for-profit business: Yes No

Will the proposed business have a 501C3 not-for-profit business status: Yes No

Does this business already have a written business plan developed? Yes No

If yes, please check here and submit a copy of the business plan with the application;
 If no, please check here and complete the Executive Summary document included in the incubator packet and submit with application.

Anticipated hours of operation (hours/day; days of week):

Monday 10 - 5
Tuesday 10 - 5
Wednesday 10 - 5
Thursday 10 - 5
Friday 10 - 6
Saturday 10 - 5
Sunday _____

Please list the names of persons your business will be working with in the capacities of:

Attorney: Ryan Boge
CPA: John Gannon
and/or Bookkeeper: Boge Wybenga & Bradley

Please verify that the items below are included with your completed application:

- A copy of a draft lease agreement including lease amounts and term of lease (an unexecuted agreement is acceptable)
- A completed SBA Agreement Form for the Small Business Development Center's review of your business plan
- Your Business Plan (if already developed)
-OR-
- A completed Executive Summary for your business

WHEREAS the Economic Sustainability Committee of the Downtown Development Authority has reviewed the incubator application submitted by Steve Scott, Craft Juice Company, 140 Ashman Street, and found all information acceptable and in order; now therefore

RESOLVED, that the Economic Sustainability committee recommends that the Downtown Development Authority grant said incubator application and provide lease subsidy in the following amounts:

- \$830.00/month for the first six months of the program;
- \$560.00/month for the second six months of the program; and
- \$275.00/month for the last six months of the program.

Presented to the Downtown Development Authority Board on October 9, 2024

Motion made by:

Motion supported by:

Yeas:

Nays:

Abstain:

Absent:

Vote: