



S. Martin Luther King Jr. Corridor Improvement Authority Board of Directors Monthly Meeting

Thursday, May 21st, 2026 – 1:00 PM
UA Local 333 Plumbers and Pipefitters
5405 S Martin Luther King Jr Blvd
Lansing, MI 48911

AGENDA

1. Call to Order/ Roll Call
2. Approval of S. MLK Jr. CIA Meeting Minutes (4.09.26)- **Action**
3. Update on the Spring Cleanup
 - a. Resolution to Cover Cleanup Expenses- **Action**
4. Update on the LEDC and CIA Service Agreement
5. Discussion on Governance and Processes
6. Other Business
7. Public Comment
8. Adjournment



**South Martin Luther King Jr. Blvd. Corridor Improvement Authority
Board of Directors Monthly Meeting
Thursday, April 9, 2026 - 1:00 PM
UA Local Plumbers and Pipefitters
5405 S. Martin Luther King Jr. Blvd.
Lansing, MI 48911**

Members Present: Kristina Schmidgall, Jeremy Matthews, Melissa White, Don “Moose” Sober
Mayoral Designee: None present
Members Absent: Amanda Defrees, Dustin Howard
Facilitator Present: Kahleea Washington, Lansing Economic Development Corporation
Guests Present: Paul Anderson, Southwest Action Group
Public Present: None
Recorded by: Melissa White

1. Call to Order/Roll Call

The meeting was called to order at 1:05 PM. A quorum of appointed and serving members was present.

2. Approval of March 19, 2026, S. MLK Jr. CIA Meeting Minutes - Action

MOTION: Schmidgall
SUPPORT: Sober
YEAS: Schmidgall, Matthews, White, Sober
NAYS: None
ABSENT: Amanda Defrees, Dustin Howard
Motion carried unanimously.

3. Update on the 2026 Spending Plan - Discussion

Board members reviewed the 2026 Spending Plan and discussed project updates and priority areas.

CATA Bus Shelter Mural: Washington reported that one of the bus shelter murals requires repair due to weather-related damage. The vendor has been contacted, and the repair is expected to be completed at no additional cost under the existing contract.

Street Sweeping: Washington provided an update on street sweeping, stating that the service provider will complete it twice per year. Dates are to be determined.

Island Maintenance: Washington stated that MDOT currently owns the islands and that regular island maintenance will require separate vendor coordination. Washington will prepare bid/RFP materials for island maintenance, with information expected to be available for board review at the next meeting. Anderson asked whether mulch and flowers could be used to improve the islands before fall.

Website: White asked about the website timeline, board headshots, vendor selection, and whether the vendor was local. Washington stated that the website remains in progress, the vendor is Inverve, and the vendor was selected through an RFP process.

4. Discussion on Spring Cleanup - Discussion

The board discussed planning for the Spring Cleanup event.

Date, Time, and Location: Washington confirmed the event date as May 16, 2026, at 10:00 AM, with the meeting location at the corner of Holmes Road and S. Martin Luther King Jr. Boulevard.

Areas of Focus: Board members and Anderson discussed cleanup areas, territory assignments, and team leaders. Anderson stated that he could provide a territory map to assist with coordination.

Business Outreach: Anderson stated that he would contact businesses along the corridor to notify them of the cleanup event and ask about volunteer participation. Anderson also stated that he contacted Love the City regarding possible collaboration for the event.

Supplies and Promotional Materials: Washington reviewed items needed for the event, including trash bags, blank name tags, refreshments, trash pickers, water, donuts, and flyers. Washington stated that she would work on the flyer digital file and email it to board members. Anderson stated that he would distribute flyers to businesses once they are complete.

Event Marketing and Sponsorships: White suggested marketing the event through social media and noted that the CIA Board did not have a social media platform. White stated that the event should be marketed to the broader community, not only businesses, and suggested seeking donated items from businesses for volunteers. White also suggested using a sign-in sheet to track volunteers and assist with distributing donated items.

5. Other Business

Public Engagement Committee: The board discussed the Public Engagement Committee and identified committee participation to include Amanda Defrees, Melissa White, and Paul Anderson. Matthews expressed interest in assisting with committee efforts but did not request a formal seat on the committee. Matthews discussed the importance of engaging corridor business owners and identifying ways to increase participation. Sober asked how many committee seats were available. Washington stated that the committee may consist of four to six members. Washington stated that she would work with the committee to begin planning a community engagement event for the fall. No formal action was taken.

Make Safe or Demolish Order: Sober provided an update related to the make safe or demolish order and stated that he planned to attend the April 25 meeting on behalf of the MLK CIA Board and provide updates as they become available.

Future Meeting Time: Board members discussed interest in changing the meeting time to encourage greater public attendance. Some board members stated that the 1:00 PM meeting time is difficult to manage and expressed interest in proposing a new time. Washington stated that she would send an email poll for available time slots. No formal action was taken.

6. Public Comment

No public comment was offered.

7. Adjournment

The meeting was adjourned at 2:01 PM.

MOTION: Matthews

SUPPORT: Schmidgall

YEAS: Schmidgall, Matthews, White, Sober

NAYS: None

ABSENT: Amanda Defrees, Dustin Howard

Motion carried unanimously.

X

Amanda Defrees

Chairperson, South Martin Luther King Jr. Blvd. Corridor Improvement Authority

Approved by the Board on: _____

ABSTENTIONS: ()

ABSENT: ()

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)
)SS.
COUNTY OF INGHAM)

I hereby certify that the foregoing is a true and a complete copy of a preamble and resolutions adopted at a regularly scheduled meeting of the Michigan Avenue Corridor Improvement Authority held on the 21st day of May 2026, and said preamble and resolutions are on file in the office of the Economic Development Corporation of the City of Lansing and are available to the public. Public notice of the meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan 1976, including in the case of a special or re-scheduled meeting, notice by publication or posting of at least eighteen (18) hours prior to the time set for the meeting. In addition, the meeting was held in full compliance with the Board's By-Laws.

IN WITNESS WHEREOF, I have hereunto affixed my official signature.

Amanda Defrees, Chair
S. MLK CIA Board of Directors

Contract for Services Between
The Lansing EDC and City of Lansing Corridor Improvement Authorities

Proposed Scope of Work

General Administration and Compliance (provided to all CIAs as part of contract)

A. Board Meeting Administration

LEDC shall coordinate, prepare, and facilitate monthly CIA Board meetings in compliance with all applicable laws and regulations. Responsibilities include, but are not limited to: scheduling meetings; posting required public notices; preparing and distributing agendas and meeting materials; recording and maintaining official meeting minutes; and ensuring appropriate stakeholder and public participation.

B. Compliance with Michigan Public Act 57 of 2018

LEDC shall ensure CIA compliance with all applicable statutory requirements, including timely posting and maintenance of required documents on the City of Lansing's website. Such documents include, but are not limited to: meeting notices, agendas, agenda packets, development and Tax Increment Financing (TIF) plans, and approved meeting minutes.

C. Committee and Panel Administration

LEDC shall coordinate and administer CIA committees, subcommittees, and advisory panels. LEDC will serve as the primary liaison, ensuring alignment with CIA goals and maintaining communication between the committee/panel and the CIA Board.

Example: Coordination of an art competition review panel.

D. Budget and Financial Management

LEDC shall provide financial oversight and administrative support related to CIA budgets. Responsibilities include developing and implementing annual spending plans, tracking TIF revenue and projections, and supporting financial reporting and compliance requirements.

Special Services & Support (available to CIAs, TBD for each CIA):

E. Request for Proposal (RFP) Management

LEDC shall develop, publish, and administer RFP processes on behalf of the CIA. LEDC will serve as the primary point of contact for applicants and shall manage all aspects of the process, including solicitation, coordination of review committees, and facilitation of evaluation and selection processes.

Example: Administration of the West Saginaw Street CIA Marketing RFP and its review subcommittee.

F. Special Projects Management

LEDC shall lead and manage CIA-initiated projects, including but not limited to grant administration, subcommittee coordination, and stakeholder engagement initiatives. This may include representing the CIA in meetings, coordinating implementation activities, and ensuring project deliverables are met.

Example: Administration and implementation of the Thriving Communities Program grant on behalf of the South MLK CIA.

G. Meeting and Presentation Facilitation

LEDC shall organize and facilitate special meetings, workshops, and presentations aligned with CIA priorities. This includes identifying and coordinating with relevant speakers, subject matter experts, or partner organizations, and leading facilitation to maximize Board engagement and outcomes.

H. Event Coordination

LEDC shall plan, promote, and manage CIA-sponsored events and community engagement activities outside of regularly scheduled Board meetings. This may include public meetings, stakeholder convenings, and neighborhood engagement sessions.

Example: Community engagement events related to Logan Square or public meetings hosted at venues such as the Turner-Dodge House.

I. Marketing and Media Services

LEDC shall provide limited marketing and communications support utilizing available LEDC and City of Lansing resources. Services may include website updates, development of promotional materials, social media coordination, and media relations support, subject to capacity and availability.