



Michigan Avenue Corridor Improvement Authority

Board of Directors Meeting

Thursday, May 23rd, 2024 – 8:30 AM

Foster Community Center
200 N. Foster Ave., Room 211
Lansing, MI 48912

AGENDA

1. Call to Order / Roll call
2. Approval of the MACIA Meeting Minutes (April 19th, 2024) – **Action**
3. Approval of FY2023/2024 MACIA Budget Amendment-**Action**
 - a. Attached Amended FY2023/2024 MACIA Budget
4. Approval of FY2024/2025 MACIA Budget- **Action**
 - a. Attached Proposed FY2024/2025 MACIA Budget
5. Block 2000 Façade Update
6. Corridor Street Sign Toppers
7. Other Business
8. Public Comment
9. Adjournment



**Michigan Avenue Corridor Improvement Authority
Board of Director's Meeting
Friday, April 19, 2024 – 8:30 AM
Foster Community Center
200 N. Foster Ave., Room 211
Lansing, MI 48910**

Members Present: Yvette Collins, Scott Gillespie, Joan Nelson, Laurie Baumer, Elaine Barr, Jon Lum

Mayoral Designee: Dr. Andrea McSwain

Members Absent:

Facilitator Present: Alex Watkins (LEDC), Kris Klein (LEDC)

Public Present:

Recorded by: Yvette Collins

Call to Order/Roll call

Chair Lum welcomed everyone and called the MACIA Board of Directors meeting to order at 8:33 a.m.

Approval of the March 15, 2024, MACIA Meeting Minutes - Amended (Action)

MOTION: Nelson moved to approve the March MACIA Meeting Minutes with the proposed amendments. The motion was seconded by Gillespie.

YEAS: Unanimous. Motion carried.

Update on Financials

Watkins spoke w/Kris Klein. Watkins learned that MACIA had a separate \$100k from the original ARPA funding. Watkins provided a draft copy dated 4/19/24 of the revenue and funding sources for MACIA that outlines the revenue and expenditures for MACIA and separately the funding for the 2000 Block Facade Project.

The board discussed the possibility of using some of their capture dollars to help reduce the amount the businesses would have to pay. Watkins added that if MACIA did that it might drain all of the capture. Klein offered that the MACIA will have to propose a budget amendment in June and for FY2025 - projecting that at \$160k for capture.

2000 Block Facade Update

The group deliberated on how to best go about completing the façade project. By trying to identify the authority's and the individual businesses along the 2000 blocks responsibilities.

There was discussion on how to allocate their ARPA funding for the façade project before the fiscal year ends.

Baumer notes that she sees MACIA and LEDC as a partnership. There will need to be an approval of the expenditure by the June meeting. The authority will follow that by sending a link to the full application to the businesses. Gillespie will be willing to go talk to them again and go over all the numbers. Baumer suggested that when Gillespie is communicating with them that the information is adjusted slightly to spell out that this is the MACIA dollars so they don't think it's a different program. May 15th will be provided as the deadline, then we will know what applications have been submitted. Gillespie will communicate with them so they know what the deadline is, so they are aware. He will explain it is going to be a match.

Other Business

MACIA reviewed and discussed the Canopy Creative Proposal.

Gillespie suggested the authority look at a replacement for Charlie. Watkins shared other CIA are using some of their funding to hire a "ground person" to do needed work on the CIA's behalf.

There was discussion about the dotheavenue website. There was some thought to promote it, but to hold off on the press release on the website for now.

In reviewing the Canopy Creative contract, MACIA offered that we have a contract with a 3-month review window. Lum agreed to oversee Jennifer's work.

MOTION: Barr moved to approve the Canopy Creative contract. Motion seconded by Gillespie.

YEAS: Unanimous. Motion carried.

Motion to add the Canopy Creative contract with Jen as contract.
Barr/Gillespie

MOTION: Barr moved to approve the timeline modification of the Canopy Creative contract with a 3-month review. Motion seconded by Collins.

YEAS: Unanimous. Motion carried.

Public Comment

Adjournment

Chair Lum adjourned the Michigan Avenue Board of Directors at 9:46 a.m.

Jonathan Lum, Chair
Michigan Avenue Corridor Improvement Authority



Sign Topper Checklist

In the City of Lansing, neighborhoods can install neighborhood signs that go on top of street signs. These “sign toppers” help define the boundaries of neighborhoods and serve as a welcome for visitors and neighbors alike. The process for designing, receiving approval from the City, and purchasing materials for these projects can be confusing. Use the checklist below to complete your neighborhood sign topper project.

Steps:

1. Make a plan

- ☐ Choose the location(s) for your sign toppers. Ideally this is at the outside boundaries of your neighborhood
- ☐ Choose a representative or committee to complete the project

2. Design Your Library

- ☐ Choose your method of designing your sign toppers:
 - Hold a neighborhood design contest? If yes, who will be your judges?
 - Design it yourself?
 - Engage an artist friend/neighbor?
- ☐ Sign Topper specifications:
 - See “Neighborhood Topper Specifications”

Some Examples:



3. Submit sign topper design and proposed location addresses to City via email:

- ☐ Contact: Andrew Miller, Traffic Design Specialist, City of Lansing
 - Email: Andrew.Miller@lansingmi.gov
 - Phone: (517) 483-6033

4. Choose vendor to create sign toppers:

- ☐ City will create and install signs
 - \$120 per sign (\$50 design and fabrication, \$35 materials, \$35 installation)
- ☐ Find a private vendor
 - Price depends on vendor
 - City will install sign toppers for \$35 per sign

5. Other Considerations:

When submitting your design, be aware that there is a waiting list that can cause your installation to be delayed. Wait to plan any unveiling celebration until your design is accepted by the vendor.