



Saginaw Street Corridor Improvement Authority Board of Directors Special Meeting

Thursday, October 24th, 2024 – 3:00 PM

M3 Group

221 W. Saginaw St.

Lansing, Mi 48933

AGENDA

1. Call to Order/ Roll Call
2. Approval of the SSCIA September Meeting Minutes (September 26, 2024)-**Action**
3. Approval of Landscaping Maintenance Estimate- **Action**
4. Update on BWL Bill
5. Approval of the Benjamin Brewer Reimbursement- **Action**
6. Approval of the Diane Sanborn Reimbursement- **Action**
7. Approval to Re- Open Marketing RFP- **Action**
8. Other Business
9. Public Comment
10. Adjournment



**Saginaw St. Corridor Improvement Authority
Board of Directors Monthly Meeting**
Monday, September 30th, 2024
M3 Group
221 W. Saginaw St. Lansing, MI 48933

Members Present: Tiffany Dowling, Laura Stoken, Diane Sanborn,

Members Absent: Peter Morman, Benjamin Brewer

Facilitator Present: Alex Watkins (Lansing EDC)

Guests Present: Kahleea Washington (Lansing EDC)

Public: Kenwon Simpson

Recorded by: Alex Watkins (Lansing EDC)

Call to Order/ Roll Call

Dowling called Saginaw St CIA meeting to order at 11:08 am. Not enough members at the beginning of meeting for quorum. Once we had quorum the board went back and approved meeting minutes.

Approval of Meeting Minutes - Action

MOTION: Stoken motioned the board to approve the August meeting minutes seconded by Sanborn. The board reviewed, discusses before voted.

YEAS: Unanimous vote

Discussion on the Marketing RFP - Action

The board decided to table the decision about closing out the RFP until there were enough members present to hold quorum. Once there were enough members for quorum the motion, chairperson Dowling removed herself from the

meeting. The board decided to move forward with closing out the current RFP and to not select an awardee based upon the submissions.

MOTION: Stoken motion to close out the current marketing RFP seconded by Sanborn.

YEAS: Unanimous vote

Update on the Placemaking Project

Washington presented on the great feedback from the place making project at the corner of grand and Saginaw. 517 magazine is looking to do a story about the LANSING sign/ place making project.

Washington went over their proposal and quotes for clean-up from the plant professionals. They did have a representative go out to the site and are going to come back with estimates for cleanup and maintenance throughout the year.

Discussion on BWL Bill- Action

Washington has been in contact with border water and light to look at installing an electrical box for ground lighting of the LANSING sign. The cost for installation has been determined but still researching the amount needed for the utility bills trying to get an estimate on the monthly. No motion made until more information gathered.

Other Business

Washington announced that she has been hired full time by the Lansing economic Development Corporation and she is now the person who oversees the corridor improvement authorities. She has three main objectives she is looking at installing:

- 1) Having biweekly meetings with the chair to make sure tasks are being completed and agendas are updated for the next meeting.
- 2) Filing for tax exemption for the CIA by registering the CIA with the EIN number.
- 3) Annual meetings with the CIA chairs to discuss initiatives, collaboration opportunities and policies and procedures for the CIA's.

The CIA also discussed it's current board membership and has asked to reach out to Lansing Community College, the Irish Pub, the Realtors Association and University of Michigan Sparrow for new board members. Watkins is looking into getting in contact the organizations and the mayor to collaborate the application process for potential new board members.

Stoken was able to forward information to Washington and Watkins for a meeting with representatives with Scrapfest. The intention is to have art from scratch first limited along the four corridors. Scrapfest will be happening June 2025 and Washington and Watkins have a meeting scheduled for next week with a representative from Scrapfest to better understand the opportunity.

Public Comment

N/A

Adjournment

MOTION: Stoken motioned to adjourn meeting at 11:43 am, Sandborn seconded

X

Tiffany Dowling
Chairperson, Saginaw St. Corridor Improvement Authority



**LEDC - Saginaw Hwy
 Garden Refresh Proposal**

The intent of this proposal is to renew the garden using the existing plant material as it is well established. We will create a Michigan boulder edge around the planted area to make sure the mowing company is aware of plants in the garden bed. We will clean up, prune, and mulch to help with appearance and weed control and moisture retention for the plants.

With this, a fall cleanup is included. No maintenance will be required until Spring 2025.

2.5 Yards of 8-16" Boulders	\$198.00	\$495.00
1 Landscape Fabric and Pins	\$50.00	\$50.00
2 Yards of Walnut Brown Mulch	\$43.60	\$87.20
1 Spray Application	\$35.00	\$35.00
Subtotal		<u>\$667.20</u>
Tax Exempt		\$0.00
Delivery Charge		\$60.00
Fuel and Lubricants		\$20.00
Fall Cleanup <i>(Included)</i>		\$0.00
Estimated Labor		<u>\$1,330.00</u>
Estimated Total		<u>\$2,077.20</u>

A 50% deposit requested.

Labor is estimated at \$70.00 per hour, per crew member and will be charged as actual time spent.

Soil or mulch additions and/or amendments may be necessary and will be billed accordingly.

Beds that are not mulched to a proper depth allow germination of weed seeds and require far more time for weeding during the season.

Landscape projects which require digging require advance marking of utilities for your protection. This is a free service to the homeowner. When we approach the start of your project, we will call 811 and let you know we've submitted a locate request. As soon as you see the flags in your yard, please notify us so that we may schedule and begin your project.

Existing perennial plants divided or moved as part of a landscape redesign or update are not warrantied for health or survival, as many factors beyond our control influence their success.

**SAGINAW ST. CORRIDOR IMPROVEMENT AUTHORITY
OF THE CITY OF LANSING
Certificate of Resolution by Board of Directors**

At a scheduled meeting of the Board of Directors of the Saginaw Street Corridor Improvement Authority (SSCIA) of the City of Lansing held on Thursday, September 24, 2024 at 3p.m., pursuant to notice duly given:

PRESENT: Members:

ABSENT: Members:

The following preamble and resolution was offered by;

Member: _____, and seconded by:

Member:

WHEREAS, in 2009 the Lansing City Council approved the establishment of the Saginaw Street Corridor Improvement Authority (SSCIA) with the goals to correct and prevent deterioration in the business districts, redevelop the city's commercial corridors and promote economic growth; and

WHEREAS, the SSCIA Development and Finance, approved by the SSCIA Board on August 27, 2019 and adopted by the Lansing City Council on November 18, 2019, identifies the creation of a Design plan for the corridor as a project to achieve the goal of promoting neighborhood-aligned economic growth; and

WHEREAS, Board Members of the SSCIA installed a landscaping and beautification project at "the point" on the west end of the corridor; and

WHEREAS, the SSCIA has received a quote for restoration and maintenance of the site from the Plant Professional; and

WHEREAS, the SSCIA wishes to authorize the payment of the maintenance estimate; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAGINAW ST. CORRIDOR IMPROVEMENT AUTHORITY OF THE CITY OF LANSING AS FOLLOWS

1. Saginaw Street Corridor Improvement Authority (SSCIA) accepts the estimate from the Plant Professional for Landscaping Maintenance not to exceed \$2100.
2. The Board directs its Chair, legal counsel, and Lansing EDC staff to finalize the Estimate to the satisfaction of the SSCIA Chair.
3. The Board further directs its Chair to execute the purchase on the Authority's behalf.
4. Additionally, the SSCIA agrees that if any section, clause or phrase of this Resolution is declared as invalid by a court of law, that ruling shall not affect the intent and purpose of this Resolution and validity of the remaining provisions of the Resolution.
5. Finally, the SSCIA declares that all resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are repealed.

The foregoing preamble and resolutions are hereby approved by the Board of Directors for the Saginaw Street Corridor Improvement Authority of the City of Lansing.

YEAS: ()

NAYS: ()

ABSTENTIONS: ()

ABSENT: ()

PREAMBLE AND RESOLUTIONS 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 Saginaw St. Corridor Improvement Authority held on the 24th day of September 2024, 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.

Tiffany Dowling, Chair
Saginaw St. CIA Board of Directors