Andy Schor, Mayor

Saginaw Street Corridor Improvement Authority
Board of Directors Monthly Meeting

Thursday, April 24th 2025 – 3:15 PM
M3 Group
221 W. Saginaw St.
Lansing, Mi 48933

AGENDA

1. Call to Order
2. Approval of the Saginaw St. CIA February Meeting Minutes (2.27.25) - **Action**
3. Adoption of the FY2025/26 Budget- **Action**
4. Discussion on the 2025 Spending Plan
5. Updates on the Landscaping Projects
6. Updates on the Marketing Effort
7. Other Business
8. Public Comment
9. Adjournment

Andy Schor, Mayor

Saginaw St. Corridor Improvement Authority
Board of Directors Monthly Meeting
February 27th, 2025
M3 Group
221 W. Saginaw St. Lansing, MI 48933

Members Present:	Tiffany Dowling, Laura Stoken, Diane Sanborn, Peter Morman
Members Absent:	Benjamin Brewer
Facilitator Present:	Kahleea Washington (Lansing EDC)
Guests Present:	
Public:	
Recorded by:	Kahleea Washington (Lansing EDC)

Call to Order/ Roll Call:
Chair Dowling called the meeting to order at 3:36 PM and Washington took roll call

Approval of Meeting Minutes - Action
MOTION: Stoken

YEAS: Unanimous

Approval of the Saginaw St. CIA 2025 Meeting Schedule- Action
The authority reviewed the dates proposed and finalized the schedule.
See the agenda packet for the dates.

MOTION: Stoken

YEAS: Unanimous

Vote on the 2025 Board Member Officers Positions- Action
The board members nominated themselves for their desired positions, as shown. Then, the board members voted to approve the following slate of candidates.

Chair: Tiffany Dowling
Vice Chair: Peter Morman
Treasurer: Diane Sanborn
Recording Secretary: Laura Stoken

MOTION: Stoken

YEAS: Unanimous

Discussion on 2025 Spending Plan and Budget

Washington provided the board with the first version of the calendar year's spending plan. The board discussed items that they would like to add to the plan and will act on it at the next meeting.

Marketing RFP

Member Stoken informed the board that the Marketing sub-committee recommends M3 Group for marketing and communications services based on the RFP process. She explained the grading process before the board voted to accept the recommendation.

MOTION: Sanborn
YEAS: Unanimous

Vice President Morman will execute the contract on the board's behalf.
Other Business

Washington informed the group about the façade improvement fliers and other opportunities in the area.

Washington provided an update on the reimbursement process from the landscaping effort in 2024.

The board members inquired about the landscaping maintenance estimate from late 2024.

In November 2024, the board received a landscaping remediation and maintenance estimate from the Plant Professionals.

Member Stoken motioned to add "Approving the Plant Professional Estimate" to the agenda. Second by Sanborn

YEAS: Unanimous

Approving the Plant Prof. Estimate

Motion: Morman

Second: Stoken

YEAS: Unanimous

Public Comment

NA

Adjournment

Stoken made a motion to adjourn at 3:31PM

X_____

Tiffany Dowling
Chairperson, Saginaw St. Corridor Improvement Authority

Saginaw Street Corridor Improvement Authority

Fiscal Year July 1, 2025 - June 30, 2026

Affiliated Agency Budget - LEDC

	FY 2024 Actuals	FY 2025 Adopted Budget	FY 2025 Projected Budget	FY 2026 Proposed Budget	Percent Change
Beginning Fund Balance	58,677	132,386	132,386	314,052	
Revenues					
Tax Increment Revenue	74,943	83,600	181,666	181,666	117.3%
Interest	-	-	-	-	
Saginaw Street Neighborhood Grar	-	-	-	-	
Total Revenues	74,943	83,600	181,666	181,666	117.3%
Expenditures					
Aesthetic and Design	133	-	-	98,926	
Economic Reconstruction	-	-	-	35,331	
Marketing and Promotional	-	-	-	84,794	
Organizational	1,100	-	-	16,488	
Total Expenditures	1,233	-	-	235,539	
To/(From) Fund Balance	73,709	83,600	181,666	(53,873)	-164.4%
Ending Fund Balance	132,386	215,986	314,052	260,179	

Saginaw St. CIA

Total Budget: $222,196 ($136,171 in capture and $86,025 in ARPA)

Spending Goal (75% of total budget): $167,000

Spending Categories:

Aesthetic and Design	$70,000	42%
Economic Reconstruction	$25,000	15%
Marketing and Promotional	$60,000	36%
Organizational	$12,000	7%

Aesthetic and Design:

- Signage ($5000)
- Art installations ($35,000)
- Lighting installation ($10,000)
- Landscaping Maintenance ($2000)

Economic Reconstruction

Marketing and Promotional

- Marketing services ($55,000)
- Printing needs ($500)

Organizational

- AmeriCorps/ Intern ($12,000)