Welcome and Roll Call:

The Meeting was called to order by Chair Lukco at 3:38 PM. Lukco welcomed the members in attendance – Vice Chair Hammond, Treasurer Sanborn, Jim Houthoofd and Jessica Yorko.

Mughal informed that she would be taking the minutes for the meeting today as the Recording Secretary Corr would not be attending the meeting.

Approval of SSCIA Meeting Minutes (May 2019) – Action

MOTION: Houthoofd moved to approve the SSCIA Regular meeting minutes from the Thursday, May 9th, 2019 Board of Directors meeting, as presented. Motion seconded by Sanborn.

YEAS: Unanimous. Motion carried.
Nays: -

SSCIA Development and TIF Plan Review:

Chair Lukco suggested to add the executive summary and graphics from the Master Plan to showcase City’s priorities in the Plan so that it is easier for the City Council and City Attorney to comprehend it. Chair Lukco expressed that it is his role to make this plan uncomplicated for the public to read and understand.

Chair Lukco highlighted that as per the TIF projections, the SSCIA board potentially will be able to capture approximately 9.5MM. Additionally, if the Development and TIF Plan is approved before Christmas 2019, it is important to revise and update the short-term projects. He also recommended to color-code the project list in order to prioritize short-
term projects in the Plan. Lukco emphasized that it is important to have transit-oriented development projects incorporated in the Plan as the TIF plan has protection from opt out provision if it involves a “qualified development area” which includes development areas that include “transit-oriented development,” defined as infrastructure improvements within ½ mile of a transit station, or a “transit-oriented facility,” defined as a transit station that promotes ridership.

Yorko proposed to include public preferences for improvements in the Designated Development District into the Plan.

**MOTION:** Hammond moved to authorize a member of the board to create an online survey in order to get feedback on the projects in the SSCIA Development and TIF plan from residents by August 17th. Motion seconded by Yorko.

**YEAS:** Unanimous. Motion carried.

**Nays:**

It was discussed to collect public feedback on projects via social media channels of City of Lansing, Saginaw Oakland Commercial Association (SOCA) and Lansing Economic Area Partnership (LEAP). Yorko volunteered to create a community survey on Survey Monkey and a media advisory about it by July 19th.

It was discussed to collect and compile the public feedback by August 9th so that the board has a window to incorporate that data in the Plan before the next informational meeting.

**Financing and Staffing:**

Yorko suggested that the board should create a job description for the staff position and put it out for bid or RFP it. She expressed that contracting it with another company is a feasible option. Lukco advised to further discuss this item in the next meeting on October 10th and requested Mughal to create a list of things that LEAP does for the Authority which the Authority will need to pick up after the Development and TIF Plan is approved.

**Subcommittee and its engagement strategy:**

**MOTION:** Vice Chair Hammond moved to have the engagement subcommittee do outreach to CATA, CADL, LCC, Lansing, Airport, Ingham County, Schools (all the taxing agencies) plus SOCA and Lansing Chamber by August 17th and report back. Motion seconded by Yorko.

**YEAS:** Unanimous. Motion carried.

**Nays:**

**Timeline for submission of Development and TIF Plan:**

Mughal reminded the group of the requirement to host at least two Informational Meetings per year that would be open to the public and promoted to the public and would provide information to the public about the work of the SSCIA. Mughal
suggested to invite the taxing entities in the informational meetings to include them in the process of revising the Plan.

MOTION: Yorko moved to have SSCIA’s informational meeting on August 27th, 2019 at 5:30 p.m. to discuss the Proposed Projects with the board and taxing entities and finalize the SSCIA Development and TIF Plan for submission to the City Council. Motion seconded by Sanborn.

YEAS: Unanimous. Motion carried.
Nays:

There was general agreement that hosting the August 27th meeting in the SSCIA boundaries and during times conducive to public would be preferred. Yorko offered to touch bases with M3 Group about hosting the meeting.

It was also proposed to consider the October 10th meeting as an Informational Meeting. Chair Lukco requested to discuss the TIF Schedule and Budget in that meeting along with hiring a staff person for the SSCIA board after the Development and TIF Plan gets approved.

Other Business:

Mughal introduced Hannah Bryant, the Economic Development Specialist at LEAP, who would be facilitating the board from September 2019 as Mughal is moving to LEAP’s New Economy Division.

Adjournment:

There being no further business, Chair Lukco declared the SSCIA meeting adjourned at 4:30 p.m.

Jonathan Lukco, Chair
Saginaw Street Corridor Improvement Authority

1/27/19