Lansing Economic Development Corporation

Board of Directors Meeting

Friday, April 04, 2025 – 8:30 AM

Lansing EDC Office - 401 S. Washington Sq. Suite 101, Lansing, MI 48933

MINUTES

Members Present:	Chair - Shelley Davis Boyd, Vice-Chair - Calvin Jones, Treasurer - Catherine Rathbun, Jonathan Smith, Rawley Van Fossen
Members Absent:	Chaz Carrillo, Dr. Alane Laws-Barker
Staff Present:	Karl Dorshimer, Kris Klein, Brandy Standler, Aurelius Christian, Alex Watkins, Chelsea Dowler, Kahleea Washington, Shay Manawar
Guests:	Fred McClosin

Call to Order/Roll Call

Chair Davis Boyd called the Lansing Economic Development Corporation meeting to order at 8:30 A.M.

Approval of LEDC Board Meeting Minutes – Friday, March 07, 2025 (ACTION)

MOTION: Member Rathbun moved to approve the LEDC meeting minutes from Friday, March 07, 2025, Board of Directors meeting, as presented. Motion seconded by member Jones.

YEAS: Unanimous, motion carried.

2023/2024 Financial Audit Report

Standler reported that Staff continue to work with Will Love, from Rehmann Robson, and Beth Chapman from Clark, Schaefer, Hackett on the FYE 2024 Audit.

The delay in the audit report is due to the confirmation of the receipt of over $400,000 in past receivables. In addition, the audit needs to be reviewed by management at Rehmann, and also the staff, before being finalized and issued.

Receivables are still under budget. However, March statements will show a significant increase as payments from Admin, Issuer's, and Authority fees have been received. Expenses are within budget and tracking accordingly.

Will require a budget amendment at the May meeting for Outside Contractor

Expenses.

Corridor Updates

Washington updated the board regarding the S. MLK Thriving Communities project, which is underway. The art competition has been extended.

The SW Thrive Program begins April 16th. The Thriving Communities site visit will be on April 17th. A community cleanup effort will be underway for S. MLK and Lansing Gateway. Saginaw Street CIA has secured a marketing and landscaping contract. The purpose of the MACIA Façade MOU is to allow MACIA to execute a facade improvement project along the 2000 block of Michigan Ave. MACIA will use ARPA dollars and grants from the Community Foundation.

The business owner will be the “beneficiary” of this project/grant.

Approval of the MACIA 2000 Block Façade Project MOU (ACTION)

MOTION: Member Jones moved to approve MACIA Façade Project MOU, as presented. Motion seconded by member Smith.

YEAS: Unanimous, motion carried.

LEED Initiative Update

Christian discussed that the Developer Training Program / Lansing SEED Academy materials and applications are being finalized. The program will launch in early June.

Project Updates

Manawar discussed the SSRP/Lansing Business Park activities. Meetings with developers, community and stakeholders, and leadership are scheduled. The Site Committee has been meeting, and the Mayor has been updated monthly.

Dowler discussed the grant for REO Town, which is due in August. The Community Visioning Session had over 40 attendees. Riverfront activation, connectivity, and livability were the key themes. The board was asked to assist in identifying matching funds. Discussion took place.

Klein discussed that three Brownfields will likely be brought to the committee within the next two months.

Dorshimer discussed the Ultium Battery Plant sale. A process is involved in transferring the Renaissance Zone approval and other items due to the sale. The City Council will revisit the approval process and, upon approval, the State MSF Board will be able to transfer the items.

Committee Reports

Site Committee

Manawar mentioned that the Committee discussed the Downtown Party Store.

The SSRP/Lansing Business Park was also a topic of conversation. Member Smith discussed how the Committee would like to see more details on the project's objectives and measures of success.

Dowler said she discussed with the committee the incentive policy that could go into effect as early as July 1st.

Governance Committee / Internal Policy Committee

The committee discussed the process for an Annual Review of the President & CEO. The committee would like to see a review and edit of the Employee Handbook. The Conflict of Interest and Confidentiality policies could be considered for updates.

Financial Approval limit and appropriate use policy should be formalized. A process for staff to direct concerns to the President and CEO should be defined. Compliance with the new Sick Leave Time law will need to be addressed. The Bylaws should be reviewed and updated. It was discussed that staff be tasked with seven of the nine recommendations.

MOTION: Member Smith motioned to request that the staff review the handbook, make recommendations around performance review, establish an appropriate use policy, conflict of interest, and confidentiality policy. Supported by Van Fossen.

YEAS: Unanimous, motion carried.

Open Forum for LEDC Board Members

None.

Other Business

Standler announced that she will resign from her position as Operations Manager at the end of the month. She will assist the Lansing EDC staff during the transition.

Chair Davis Boyd discussed progress in the President and CEO job search. A draft of the job role was presented to board members.

MOTION: Member Van Fossen motioned to approve the President and CEO job description as presented by Chair Davis Boyd. Member Smith supported the motion.

YEAS: Unanimous, motion carried.

Public Comment

Fred McClosin discussed Urban Planner Donald Shoup's work and how it could be helpful for future planning in the City of Lansing.

Adjournment

Chair Davis Boyd called the Lansing Economic Development Corporation meeting to adjournment at 9:47 A.M.

Karl R. Dorshimer
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Karl Dorshimer, President & CEO
Lansing Economic Development Corporation (LEDC)