

# Minutes for the City of Lansing Charter Commission

Regular Meeting | Tuesday, July 29, 2025, 6:30 PM

Tony Benavides City Council Chambers,  
Lansing City Hall, 10th floor, 124 W. Michigan Ave.

Present: Commissioners Adams Simon, Anderson (6:31), Bauer, Boyd, Dowd, Jeffries, Qawwee, Washington (6:36)

Absent: Commissioner Lopez (excused)

Staff Present: City Clerk Swope, Chief Deputy Clerk Jackson, Deputy Clerk Drever, Attorney Rewa (virtual)

## Call to Order

The meeting was called to order by Chair Jeffries at 6:30 PM.

## Roll Call

Clerk Swope called the roll of the Commission. A quorum was present.

## Adopt the Agenda

Moved by Commissioner Dowd to adopt the agenda as presented.

Motion carried.

## Approval of Minutes

Moved by Commissioner Boyd to adopt the July 15, 2025, minutes as presented.

Motion carried.

## Public Comment

No comments were made.

## Officer Reports

### Chair

Chair Jeffries gave an update on the Informational Community Meetings Schedule (see attached schedule).

Commissioner Boyd suggested having a meeting on a day other than Wednesday.

The Commission scheduled their meeting in Ward 3 for Tuesday, September 23<sup>rd</sup>.

### Vice-Chair

No report.

### Clerk

Clerk Swope acknowledged approval on the proposed City Charter from the governor.

## Old Business

### A. RFP for Public Relations Services

Commissioner Dowd opted to review the local firms only.

Commissioner Washington expressed she abstained from the grading of the firms, due to not voting to send an RFP for a PR firm.

Commissioner Boyd said she does not recall a vote on hiring a PR firm, but someone has to do the work.

Chair Jeffries asked Clerk Staff to communicate about score results.

Chief Deputy Clerk Jackson and Deputy Clerk Drever explained that without scores from all commissioners, there is not yet a clear highest scoring firm.

Moved by Commissioner Boyd to select Truscott Rossman as the PR Firm because they understand the project and their affordability provides a good value of services. Commissioner Boyd would like to see the utilization of a union printer for any printed materials.

Commissioner Bauer was also impressed with the proposal from Truscott Rossman.

Commissioner Anderson expressed she liked the method of approach, but has some concerns about the reach of the message. For example, 98Forward had addressed how to connect with diverse audiences, which she felt was missing from the Truscott Rossman proposal.

Motion carried, 7-1, with Commissioner Washington voting against.

Truscott Rossman was selected as the PR Firm for the Commission.

Commissioner Boyd wanted to ensure that whomever meets with the firm addresses all the Commissioners' questions, including those from Commissioner Anderson about reaching a diverse audience.

## Public Comment

No comments were made.

## Commissioner Remarks

Commissioner Washington spoke about her pride in her dissenting voice on the Commission.

Commissioner Qawwee confirmed the next meeting, which will be the Informational Community Meeting on September 3.

Commissioner Anderson stated she will not be at Wednesday meetings but will attend on Tuesdays.

Commissioner Bauer confirmed the meeting schedule.

## Adjournment

The meeting was adjourned by Chair Jeffries at 6:59 PM.