



# Lansing Economic Development Corporation

Friday, October 3, 2025 – 8:30 AM

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

## MINUTES

**Members Present:** Shelley Davis Boyd, Calvin Jones, Catherine Rathbun, Jonathan Smith, Chaz Carrillo, Dr. Alane Laws-Barker (arrived at 8:38), Dr. Cristina Benton (arrived at 8:38)

**Members Absent:** Bryan Britten, Rawley Van Fossen

**Staff Present:** Kris Klein, Brian Swett, Alex Watkins, Aurelius Christian, Kimberly Lavon, Shay Manawar, Chelsea Dowler, Alex Watkins, Kahleea Washington

**Guests:** Brent Forsberg, Justin Sheehan, Melissa Hall

### Call to Order/Rollcall

Chair Shelley Davis Boyd called the Lansing Economic Development Corporation meeting to order at 8:33 A.M.

### Approval of LEDC Board Meeting Minutes – Friday, August 8, 2025 (ACTION)

MOTION: Member Carrillo moved to approve the LEDC meeting minutes from Friday, September 12, 2025, Board of Directors meeting, as presented. Motion seconded by Member Jones.

YEAS: FIVE (5); Unanimous; motion carried.

### Financial Update

Swett offered updates on the Lansing EDC financials for August 2025 draft report by Clark, Schaffer, Hackett.

### Operations Update

HR Recommendations

- a. HR Recommendations: Klein informed the Board that the revised Team Member Handbook has been issued to all employees and is now in effect.
- b. Job Opening: Klein reported progress made in interviewing candidates for Director of Economic Development position the target to have someone in place in November 2025.

- c. Other Updates: Klein provided updates on several items including professional development for staff, community outreach efforts, and the presentation to City Council regarding FY2027 Budget Recommendations.

### **517 Coffee Co. Lansing EDC Micro Loan Request (ACTION)**

Watkins presented the purpose and details of a \$30,000 micro loan request from the 517 Coffee Company and a highlight of the loan process. Chair Boyd inquired about current loan balance. Watkins answered that it was about \$2,100 and would be paid off with the loan proceeds. Member Benton inquired about their future expansion plans, Watkins noted the timeline was approximately one year. Member Carrillo inquired about a larger loan request from the applicant. Watkins indicated the business was looking into an additional request and may be applying for up to \$20,000 in the future.

MOTION: Member Jones moved to approve a Micro Loan of \$30,000 to 517 Coffee Company. Member Rathbun supported the motion.

YEAS: SIX (6)

NAYS: NONE (0)

ABSTENTIONS: ONE (1), Member Carrillo

6 YEAS, 0 NAYS, 1 ABSTENTION, Motion Carried

### **Project and Program Updates**

#### 1. SSRP Update

- a. Manawar presented a list of metrics that have been developed along with the developer to be used in evaluating potential end users of the Plant 6 site. There were discussions regarding community outreach, the project metrics and how they would be used in the evaluation process.

#### 2. LEED Initiative

- a. LEED Update: Christian presented on the status of the LEED Initiative and provided a budget update and projected spending plan.
- b. Targeted Redevelopment Program Proposal: Christian provided an overview of the Targeted Redevelopment Program and how this aligns with community and economic development efforts in Southwest Lansing, which the Lansing EDC has been involved in. Christian provided an overview of the CityCraft proposal and a presentation of how budgeted dollars would be spent. Member Carrillo and Member Smith initiated discussion on the plan and what the goals and deliverables include. Member Benton asked about responsibility for plan implementation. Guest Brent Forsberg from the CityCraft team spoke about the proposal and the creation of a roadmap. Member Carrillo initiated conversation on the history of the organization and past successes. Member Rathbun inquired about the other partners involved in the process and contributing to the work. Member Benton expressed support for the process.

- c. Upcoming Empower and SEED Academy Cohorts: Washington announced that applications for the Third Empower Cohort are open through October 3. The program will run January-May 2026 and there is funding budgeted for an additional cohort which will begin soon after.

3. Other Updates

- a. Community Growth Academy: Dowler presented on the unsuccessful Community Growth Academy proposal. Member Jones offered to facilitate connections with neighboring municipalities to support future collaboration.
- b. Project Pipeline: Klein provided an update on project activity including recently approved Brownfield projects and those in the pipeline as well as projects being reviewed for potential Tax Abatement support. Klein also shared the steel topping ceremony for the New Lansing City Hall scheduled for later that day.
- c. REO Town Creative District Michigan Talent Partnership Grant: Dowler shared that the grant proposal has been submitted and that determinations were expected by end of the year.

**Open Forum for LEDC Board Members**

None

**Other Business**

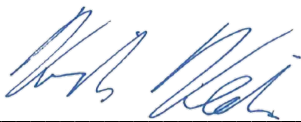
None

**Public Comment**

Brent Forsberg provided comment in support of the CityCraft proposal.  
Justin Sheehan provided comment in support of the CityCraft proposal.  
Melissa Hall provided comment in support of the CityCraft proposal.

**Adjournment**

Chair Shelley Davis Boyd called the Lansing Economic Development Corporation meeting to adjourn at 9:46 A.M.



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Kris Klein, President & CEO

Lansing Economic Development Corporation (LEDC)