



Lansing Economic Development Corporation

Board of Directors Meeting

Friday, December 05, 2025 – 8:30 A.M.

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

MINUTES

Members Present: Shelley Davis Boyd, Calvin Jones, Catherine Rathbun, Rawley Van Fossen, Bryan Britten, Jonathan Smith, Dr. Cristina Benton

Members Absent: Dr. Alane Laws-Barker, Chaz Carrillo

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

Guests: None

Call to Order

Chair Boyd called the Lansing Economic Development Corporation meeting to order at 9:13 A.M.

Approval of LEDC Board Meeting Minutes – Friday, November 7, 2025 (ACTION)

MOTION: Member Jones moved to approve the LEDC meeting minutes from Friday, November 7, 2025, Board of Directors meeting, as presented. Motion seconded by Member Rathbun.

YEAS: Seven (7); Unanimous, motion carried.

Financial and Audit Update

Swett provided updates on the Lansing EDC financials for October 2025 draft report by Clark, Schaffer, Hackett. He reported that the Lansing EDC was under budget through October, but that there would be a number of budget amendments that would be needed in the future, including one for employee health insurance. Klein said that there would also be a budget amendment recommendation for the RAP 3.0 grant that has been awarded to Lansing EDC.

Swett also informed the Board that the annual financial audit was in process and that he would forward to them a copy of the audit engagement letter with Rehmann, the audit firm.

2026 LEDC / LBRA / TIFA Board Meeting Schedule Review

Klein presented the 2026 draft board meeting schedule and that the schedule will be adopted at the Annual Meeting in January. Chair Boyd suggested that we meet at a different location than the Lansing EDC Board Room for some of the Board meetings and also asked Klein to investigate

The Lansing EDC's Mission is to improve the Lansing community by fostering economic growth that is strategic, sustainable and equitable.

educational opportunities for the Board members and to survey the Board members about availability for such opportunities.

2026 Election of Officers Process

Klein reported that elections of officers will occur in January at the Annual Meeting. The Board Chair may appoint a member of the board to oversee the elections committee, to gather nominations and prepare the ballot. Nominations and write-in candidates are also accepted at the Annual Meeting. Chair Boyd appointed Member Britten to head the elections committee.

Overview of Lansing EDC Committees

Klein discussed the current Lansing EDC Committees and their purposes and objectives, including:

1. Governance Committee
2. Loan Committee
3. Site and Incentive Committee
4. LEED Committee

Member Rathbun recommended that Members interested in serving on a committee be provided the opportunity. Member Britten volunteered to join the Governance Committee in place of Member Rathbun, which Chair Boyd accepted. Member Smith suggested the Governance Committee reconvene.

Member Benton volunteered to join the Site and Incentive Committee, which Chair Boyd accepted. It was also suggested that the Site and Incentive Committee may need to meet more often than the current quarterly schedule to discuss policy implementation.

Operations Update

Klein gave updates on outreach and engagement efforts and a preview of the January Board meeting. He also noted that he will be meeting with newly elected City Council members to discuss the efforts and focuses of the Lansing EDC.

Project and Program Updates

Klein provided updates on the Plant 6 Project, the 2026 Façade Grant program, the LEED Initiative, and various projects and programs. Klein noted that LEDC received a RAP 3.0 Community Enhancement Grant which will supplement the Façade Improvement Grant program to city businesses and properties. Klein also noted that staff are working on a potential recommendation for a Brownfield Fund loan to the Turner North Development Project early next year. Finally, Klein anticipates a recommendation to the Board early next year to adopt a FOIA policy for the LBRA and TIFA similar to the policy for the LEDC.

Open Forum for LEDC Board Members

None

Other Business

None

Public Comment

None

Adjournment

Chair Boyd called the Lansing Economic Development Corporation meeting to adjournment at 9:59 A.M.



Kris Klein, President & CEO
Lansing Economic Development Corporation (LEDC)