



Andy Schor, Mayor

Michigan Avenue Corridor Improvement Authority

Board of Directors Monthly Meeting

Friday, June 26th, 2026 – 8:30 AM

Foster Community Center
200 N. Foster Ave., Room 211
Lansing, MI 48912

AGENDA

- % Call to Order / Roll call
- & Approval of the MACIA Board Meeting Minutes (5.15.26) **Action**
- ' " Public Comment
- (" Update on Corridor Projects
 - U" Website and Photography
 - V" Corridor Banners
-)" Vacant Properties Update
- *" Approval of the LEDC and CIA Service Agreement- **Action**
- +" Approval for Google Workspace- **Action**
- , " Michigan Avenue Fall Festival Proposal- **Action**
- " Other Business
- %" Adjournment



**Michigan Avenue Corridor Improvement Authority
Board of Director's Meeting
Friday, May 15, 2026 – 8:30 AM
Foster Community Center
200 N. Foster Ave., Room 211
Lansing, MI 48910**

Members Present: Katherine (Katie) Hubbard, L. Peter Clark, Tim Daman, Jeffrey Hank, Brandon List

Mayoral Designee:

Members Absent: Elaine Barr (excused), Jon Lum (excused)

Facilitator Present: Kahleea Washington (LEDC), Ethan Schmitt
Guest Present: Kris Klein (President, LEDC)

Public Present:

Recorded by: Katherine (Katie) Hubbard

Call to Order/Roll call

Vice Chair L. Peter Clark is chairing today's meeting in Jon's absence. He welcomed everyone and called the MACIA Board of Directors meeting to order at 8:31 a.m.

Approval of April 10, 2026, MACIA Meeting Minutes - Action

MOTION: Jeffrey Hank; Motion seconded by Tim Daman.

YEAS: Unanimous. Motion carried.

Public Comment

None

Update on the LEDC and CIA Service Agreement

Kahleea outlined the Contract for Services between the Lansing EDC and the City of Lansing Corridor Improvement Authorities. The document was included in the meeting packet and outlines the scope of work for Kahleea's role as well as areas where additional support may be possible but is subject to CIA and LEDC consideration/funding availability.

LEDC President Kris Klein shared that they were interested in better understanding the goals of the MACIA Board so that LEDC might better support the work of the group.

Tim Daman expressed an interest in hearing more about what LEDC was working on with regards to the Michigan Avenue Corridor.

Jeffrey Hank expressed concern regarding the number of vacancies and an interest in exploring the possibility of small business grants to attract business owners.

Update on the Corridor Projects

Corridor Banners – Action

Includes cost for design of banners, fabrication/installation, monthly BWL fees, and then banner removal/storage.

MOTION to approve the Banner Proposal: Hank; Motion seconded by Daman.

YEAS: Unanimous. Motion carried.

Ethan’s Updates

- Created comprehensive list of all Michigan Ave businesses with contact information, and organized in 5 buckets of “Shop, Dine, Live, Work, Play”
- Had several meetings:
 - Jennifer Lim- Website proposal
 - Sloane Barlow- Photography proposal
 - Alex Carron- Graphics proposal
 - Stoopfest- Testing the waters for Michigan Ave collaboration event
 - Edwar Zeineh- Clearing the air about previous tensions
 - Dani from The Avenue- Looking to propose a “social district” on 2000 block
 - Mike Dombrowski- Representative from “Strong Towns”
 - Jennie Gies- Representative from Eastfield Neighborhood
 - Nancy Mahlow- Representative from ENO
 - Joan Nelson- Former Vice Chair of MACIA and prominent community member
- Created rough outline of proposed new website design
- Explored services for potential new email for MACIA business and contact

Ethan’s Title – Action

Ethan expressed a desire for a title outlining his relationship to the Board; having a formal position may assist him in developing relationships with Business owners along the Corridor.

MOTION to approve title of Director of Special Projects: Hubbard; Motion seconded by Clark.

YEAS: Unanimous. Motion carried.

Website Proposal – Action

Ethan brought forward a comprehensive proposal for a website redesign and a second one for hiring a photographer to provide additional enhancements/photos for the website. We discussed that this website would be owned/operated by the Board going forward and ideally the website would be set-up prior to the Corridor Banners being installed.

MOTION to approve Website and Photography proposals: Daman; Motion seconded by Hank.

YEAS: Unanimous. Motion carried.

Discussion on a Business Grant Program

The Board requested more time to review and evaluate the Business Grant Proposal. Further discussion on this item will be tabled for our June meeting.

Other Business

The next meeting date is set as Friday, June 26.

Adjournment

Hubbard motioned to Adjourn the meeting at 9:37 am. L Peter Clark seconded.

L. Peter Clark adjourned the Michigan Avenue Board of Directors at 8:37 am.

Jonathan Lum, Chair
Michigan Avenue Corridor Improvement Authority

PARCELNO	SITEADDRESS	OWNERNME1	DBA	CLASSCD	LINK	FormBasedCode	VACANT	VACANTLAND	CONSTRUCTION	ADVERTISED
33-01-01-15-326-003	1004 E MICHIGAN AVE	FIVE SISTERS COMPANY	SPARROW HOSPITAL URGENT CARE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-326-083	1026 E MICHIGAN AVE	EDWARD W SPARROW HOSP ASSOC	SPARROW HOSPITAL	201	https://bs: MX-2		N	N	N	N
33-01-01-14-152-191	111 N MAGNOLIA AVE	MI CONF ASSOC 7TH DAY ADVENTISTS	LANSING SPANISH SEVENTH-DAY ADVENTIST	99	https://bs: MX-2		N	N	N	N
33-01-01-15-327-030	1140 E MICHIGAN AVE	EDWARD W SPARROW HOSPITAL ASSOC	SPARROW HOSPITAL	99	https://bs: INST-1		N	N	N	N
33-01-01-15-327-060	1200 E MICHIGAN AVE	EDWARD W SPARROW HOSPITAL ASSOC	SPARROW HOSPITAL	201	https://bs: INST-1		N	N	N	N
33-01-01-15-177-087	1215 E MICHIGAN AVE	EDWARD W SPARROW HOSPITAL ASSOC	SPARROW HOSPITAL	99	https://bs: INST-1		N	N	N	N
33-01-01-15-401-003	1322 E MICHIGAN AVE	EDWARD W SPARROW HOSPITAL ASSOC	RONALD MCDONALD HOUSE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-401-303	1400 E MICHIGAN AVE	SPARROW HEALTH SYSTEM	SPARROW HOSPITAL	201	https://bs: MX-2		N	N	N	N
33-01-01-15-259-073	1417 E MICHIGAN AVE	GAVRILIDES PROPERTY MANAGEMENT LLC	SOUP SPOON CAFE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-401-282	1420 E MICHIGAN AVE	PALMER RODNEY E & CHARLENE A	MERCY AMBULANCE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-401-271	1426 E MICHIGAN AVE	E L INVESTMENT PROPERTIES L L C	ALLEGIAN	201	https://bs: MX-2		N	N	N	N
33-01-01-15-259-101	1427 E MICHIGAN AVE	S & K BLAIR L L C	FABIANO'S CANDIES	201	https://bs: MX-2		N	N	N	N
33-01-01-15-401-253	1430 E MICHIGAN AVE	E L INVESTMENT PROPERTIES L L C		201	https://bs: MX-2		Y	N	N	N
33-01-01-15-259-122	1433 E MICHIGAN AVE	JANI HEMANGINI		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-402-003	1438 E MICHIGAN AVE	H.R.A. EAST LANSING LLC		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-259-141	1441 E MICHIGAN AVE	CAPITOL AREA RELIGIOUS CABLE TV	GNS TELEVISION NETWORK	99	https://bs: MX-2		N	N	N	N
33-01-01-15-259-151	1447 E MICHIGAN AVE	FOX LAND HOLDINGS LLC	EL OH XI STUDIO	201	https://bs: MX-2		N	N	N	N
33-01-01-15-402-192	1452 E MICHIGAN AVE	SMTS REAL ESTATE GROUP L L C		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-402-182	1456 E MICHIGAN AVE	MZMZ INC	JERUSALEM BAKERY AND MORE	201	https://bs: MX-2		N	N	N	Y
33-01-01-15-426-001	1500 E MICHIGAN AVE	GARNO CHRISTOPHER K	GARNO PROPERTY MANAGEMENT	201	https://bs: MX-2		N	N	N	N
33-01-01-15-426-451	1504 E MICHIGAN AVE	GARNO PROPERTY MANAGEMENT LLC	GARNO PROPERTY MANAGEMENT	201	https://bs: MX-2		N	N	N	N
33-01-01-15-260-003	1505 E MICHIGAN AVE	RESURRECTION PARISH	CHURCH OF THE RESURRECTION	99	https://bs: INST-1		N	N	N	N
33-01-01-15-426-432	1510 E MICHIGAN AVE	GARNO MICHAEL & TRISHA	GARNO PROPERTY MANAGEMENT	401	https://bs: MX-2		N	N	N	N
33-01-01-15-426-422	1514 E MICHIGAN AVE	RESURRECTION PARISH	CHURCH OF THE RESURRECTION	201	https://bs: MX-2		N	N	N	N
33-01-01-15-426-401	1520 E MICHIGAN AVE	FOX LAND HOLDINGS LLC		201	https://bs: MX-2		Y	N	N	N
33-01-01-15-426-391	1522 E MICHIGAN AVE	FOX LAND HOLDINGS LLC		201	https://bs: MX-2		Y	N	N	N
33-01-01-15-427-001	1600 E MICHIGAN AVE	GENTILOZZI JOSEPH, TRACI & ISABELLA		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-279-042	1601 E MICHIGAN AVE	MCLMURRY PERPETUAL LLC	LIFEBOAT ADDICTION RECOVERY	201	https://bs: MX-2		N	N	N	N
33-01-01-15-279-083	1605 E MICHIGAN AVE	MICHIGAN AVENUE INVESTORS L L C		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-279-083	1605 E MICHIGAN AVE	MICHIGAN AVENUE INVESTORS L L C	MSU CENTER FOR COMMUNIT AND ECONOMY	201	https://bs: MX-2		N	N	N	N
33-01-01-15-427-591	1606 E MICHIGAN AVE	BEAL ALEXANDER & HERLINDA	INNOVA SLON & DAY SPA	201	https://bs: MX-2		N	N	N	N
33-01-01-15-427-562	1620 E MICHIGAN AVE	ZUMBRINK PROPERTIES L L C		201	https://bs: MX-2		Y	N	N	U
33-01-01-15-279-091	1621 E MICHIGAN AVE	MICHIGAN AVENUE INVESTORS II L L C	OTTOBOCK.CARE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-279-091	1621 E MICHIGAN AVE	MICHIGAN AVENUE INVESTORS II L L C		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-428-002	1700 E MICHIGAN AVE	1700 BLOCK L L C		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-280-042	1703 E MICHIGAN AVE	MICHIGAN CERTIFIED DEVELOPMENT CORP		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-428-161	1706 E MICHIGAN AVE	DINH CHRIS		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-428-151	1710 E MICHIGAN AVE	WOMEN'S CENTER OF	WOMEN'S CENTER OF GREATER LANSING	99	https://bs: MX-2		N	N	N	N
33-01-01-15-428-141	1712 E MICHIGAN AVE	WOMEN'S CENTER OF	WOMEN'S CENTER OF GREATER LANSING	99	https://bs: MX-2		N	N	N	N
33-01-01-15-428-131	1716 E MICHIGAN AVE	E MICHIGAN HOUSES L L C		201	https://bs: MX-2		N	N	N	N
33-01-01-15-280-071	1717 E MICHIGAN AVE	MICHIGAN CERTIFIED DEVELOPMENT CORP		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-428-125	1720 E MICHIGAN AVE	E MICHIGAN HOUSES L L C		201	https://bs: MX-2		N	N	N	N
33-01-01-15-280-081	1723 E MICHIGAN AVE	MICHIGAN CERTIFIED DEVELOPMENT CORP		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-429-002	1800 E MICHIGAN AVE	WRIGHT HILDE		201	https://bs: MX-2		N	N	N	N
33-01-01-15-280-091	1805 E MICHIGAN AVE	LAM VIEM	SWAP MEET	201	https://bs: MX-2		N	N	N	N
33-01-01-15-429-641	1806 E MICHIGAN AVE	ZEEB RONALD S & WINALEE A	HEARTDANCE STUDIO	201	https://bs: MX-2		N	N	N	N
33-01-01-15-280-101	1809 E MICHIGAN AVE	ROCK SOLID L L C		202	https://bs: MX-2		Y	Y	N	N
33-01-01-15-429-631	1810 E MICHIGAN AVE	ZEEB RONALD S & WINALEE A	HEARTDANCE STUDIO	201	https://bs: MX-2		N	N	N	N
33-01-01-15-280-111	1815 E MICHIGAN AVE	ROCK SOLID L L C		202	https://bs: MX-2		Y	Y	N	N
33-01-01-15-429-621	1816 E MICHIGAN AVE	WELLS/ENGSTROM PROPERTIES INC		201	https://bs: MX-2		Y	N	N	N
33-01-01-15-429-602	1824 E MICHIGAN AVE	BADIEE HEBATOLLAH	CUT N' EDGE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-429-602	1824 E MICHIGAN AVE	BADIEE HEBATOLLAH		201	https://bs: MX-2		Y	N	N	Y
33-01-01-15-280-121	1825 E MICHIGAN AVE	ZINCO INC	EASTSIDE LIQUOR STORE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-281-051	1901 E MICHIGAN AVE	1901 E MICHIGAN PARTNERS LLC	DIVERSIFIED INSURANCE GROUP	201	https://bs: MX-2		N	N	N	N
33-01-01-15-281-061	1905 E MICHIGAN AVE	HOLLSTEIN WERNER & BARBARA R	CITY PULSE	201	https://bs: MX-2		N	N	N	N
33-01-01-15-430-001	1908 E MICHIGAN AVE	E SQUARE HOLDINGS INC	MICHIGAN MOTORS	201	https://bs: MX-2		N	N	N	N
33-01-01-15-281-071	1909 E MICHIGAN AVE	MCSWAIN HOLDING LLC	MICHIGAN CENTER FOR HOLISTIC MEDICINE	401	https://bs: MX-2		N	N	N	N
33-01-01-14-301-001	1910 E MICHIGAN AVE	ZINCO INC		201	https://bs: MX-2		Y	N	N	N
33-01-01-14-301-021	1914 E MICHIGAN AVE	GLE HOLDINGS INC		201	https://bs: MX-2		Y	N	N	N
33-01-01-15-281-082	1915 E MICHIGAN AVE	SEPETER ROBERT D	CAPITOL MACINTOSH	201	https://bs: MX-2		N	N	N	N
33-01-01-14-301-031	1918 E MICHIGAN AVE	EL INVESTMENT PROPERTIES LLC		201	https://bs: MX-2		Y	N	N	N
33-01-01-14-155-052	1923 E MICHIGAN AVE	SEVEN & I HOLDINGS CO LTD	SPEEDWAY	201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-071	2001 E MICHIGAN AVE	CASTELLANI WILLIAM G	HALAL MEATS AND GROCERY	201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-071	2001 E MICHIGAN AVE	CASTELLANI WILLIAM G	ASIAN GOURMET	201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-082	2005 E MICHIGAN AVE	S C E W I L L C	GREEN DOOR	201	https://bs: MX-2		N	N	N	N
33-01-01-14-302-002	2006 E MICHIGAN AVE	2000 BLOCK L L C	PABLO'S	202	https://bs: MX-2		N	N	N	N
33-01-01-14-302-002	2006 E MICHIGAN AVE	2000 BLOCK L L C	STRANGE MATTER	202	https://bs: MX-2		N	N	N	N
33-01-01-14-302-002	2006 E MICHIGAN AVE	2000 BLOCK L L C	ROOTED SOCIALITE	202	https://bs: MX-2		N	N	N	N
33-01-01-14-302-002	2006 E MICHIGAN AVE	2000 BLOCK L L C		202	https://bs: MX-2		Y	N	N	Y
33-01-01-14-302-002	2006 E MICHIGAN AVE	2000 BLOCK L L C	MAILBOX EXPRESS	202	https://bs: MX-2		N	N	N	N
33-01-01-14-302-002	2006 E MICHIGAN AVE	2000 BLOCK L L C	LOCAL TATTOO COMPNAY	202	https://bs: MX-2		N	N	N	N
33-01-01-14-302-002	2006 E MICHIGAN AVE	2000 BLOCK L L C	FLASHBACK	202	https://bs: MX-2		N	N	N	N
33-01-01-14-156-092	2011 E MICHIGAN AVE	4 S INVESTMENT LLC	TOARMINA'S PIZZA	201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-092	2011 E MICHIGAN AVE	4 S INVESTMENT LLC	ORIGINAL OKINAWAN KARATE	201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-092	2011 E MICHIGAN AVE	4 S INVESTMENT LLC		201	https://bs: MX-2		Y	N	N	Y
33-01-01-14-156-101	2017 E MICHIGAN AVE	SCHNEIDER SUSAN M	BILL LEECH REPAIR SERVICE	201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-111	2019 E MICHIGAN AVE	EVERYBODY READS L L C	EVERYBODY READS	201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-122	2021 E MICHIGAN AVE	THE AVENUE		201	https://bs: MX-2		N	N	N	N
33-01-01-14-156-126	2033 E MICHIGAN AVE	LI JING TAI & ISABEL	CHINA FLAVOR	201	https://bs: MX-2		N	N	N	N
33-01-01-14-152-171	2101 E MICHIGAN AVE	2101 MICHIGAN L L C	EDMUND'S PASTTIME	201	https://bs: MX-2		N	N	N	N
33-01-01-14-303-441	2116 E MICHIGAN AVE	LOOSE LEAF LOFTS LLC		201	https://bs: MX-2		Y	N	N	Y
33-01-01-14-152-181	2121 E MICHIGAN AVE	2121 MICHIGAN L L C	METRO BY T-MOBILE	201	https://bs: MX-2		N	N	N	N
33-01-01-14-304-001	2200 E MICHIGAN AVE	ERTHAN PROPERTIES LLC	MANN KIND	201	https://bs: MX-2		N	N	N	N
33-01-01-14-153-201	2201 E MICHIGAN AVE	GARNO CHRISTOPHER K	GARNO PROPERTY MANAGEMENT	401	https://bs: MX-2		N	N	N	N
33-01-01-14-153-211	2205 E MICHIGAN AVE	BURN HOTTER LLC		201	https://bs: MX-2		N	N	N	N
33-01-01-14-304-411	2208 E MICHIGAN AVE	KARAKITSOOS JOHN D MD & COLEEN	NEW BEGINNINGS SALON AND SPA	201	https://bs: MX-2		Y	N	N	N
33-01-01-14-153-221	2209 E MICHIGAN AVE	2215 MICHIGAN LLC		99	https://bs: MX-2		N	Y	N	N
33-01-01-14-153-231	2213 E MICHIGAN AVE	2215 MICHIGAN LLC		99	https://bs: MX-2		Y	Y	N	N
33-01-01-14-153-241	2215 E MICHIGAN AVE	2215 MICHIGAN LLC	MSU CHILDHOOD DEVELOPMENT LAB	99	https://bs: MX-2		N	N	Y	N
33-01-01-14-304-401	2216 E MICHIGAN AVE	2200 BLOCK LLC		201	https://bs: MX-2		Y	N	N	Y
33-01-01-14-304-391	2224 E MICHIGAN AVE	2200 BLOCK LLC		201	https://bs: MX-2		Y	N	N	Y
33-01-01-14-305-001	2300 E MICHIGAN AVE	BRENNER JEFFREY A S & JUSTINA L		201	https://bs: MX-2		Y	N	N	N
33-01-01-14-154-191	2301 E MICHIGAN AVE	HAUSE GERALD		201	https://bs: MX-2		Y	N	N	N
33-01-01-14-154-202	2305 E MICHIGAN AVE	BLBS PROPERTIES L L C	BARBER LOVE	201	https://bs: MX-2		N	N	N	N
33-01-01-14-305-422	2306 E MICHIGAN AVE	KINGS PROPERTY L L C	SCOOP N CHILL	201	https://bs: MX-2		Y	N	Y	N
33-01-01-14-154-221	2311 E MICHIGAN AVE	MILKS ENTERPRISES L L C	ENTERPRISE CAR RENTAL	201	https://bs: MX-2		N	N	N	N
33-01-01-14-305-411	2312 E MICHIGAN AVE	ABDALLA OMER H & ALI ALI-SALEM	?	201	https://bs: MX-2		?	N	Y	N
33-01-01-14-305-401	2316 E MICHIGAN AVE	SANFORD BETHANY J	RUBIE'S PARADISE SALON	201	https://bs: MX-2		N	N	N	N
33-01-01-14-305-391	2320 E MICHIGAN AVE	STEVENS LINDA A	LANSING ART GLASS	201	https://bs: MX-2		N	N	N	N
33-01-01-14-154-231	2323 E MICHIGAN AVE	2323 MICHIGAN LLC		201	https://bs: MX-2		Y	N	N	Y
33-01-01-14-326-001	2400 E MICHIGAN AVE	QUALITY DAIRY CO	QUALITY DAIRY	201	https://bs: MX-2		N	N	N	N
33-01-01-14-176-122	2401 E MICHIGAN AVE	KA PLATTE PROPERTIES L L C	TATTOO SHOP	201	https://bs: MX-2		N	N	N	N

33-01-01-14-176-132	2405 E MICHIGAN AVE	MORTON'S LEASING LLC	MORTON'S CATERING	201	https://bs://MX-2	N	N	N	N
33-01-01-14-176-141	2409 E MICHIGAN AVE	MORTON'S OTM LLC	MORTON'S CATERING	201	https://bs://MX-2	N	N	N	N
33-01-01-14-326-421	2418 E MICHIGAN AVE	RAJ PROPERTY L L C	SEA HOUSE FISH & CHICKEN	201	https://bs://MX-2	N	N	N	N
33-01-01-14-176-152	2419 E MICHIGAN AVE	ZEINEH FAIEK	EASTSIDE AUTOMOTIVE	201	https://bs://MX-2	N	N	N	N
33-01-01-14-327-003	2504 E MICHIGAN AVE	ANALOGUE CRAFTS LLC		99	https://bs://MX-2	Y	N	N	Y
33-01-01-14-327-462	2510 E MICHIGAN AVE	BVE PROPERTIES	FLEXCITY FITNESS	201	https://bs://MX-2	N	N	N	N
33-01-01-14-177-202	2511 E MICHIGAN AVE	LAM VIEM C	LAM'S SWEEPER	201	https://bs://MX-2	N	N	N	N
33-01-01-14-177-221	2515 E MICHIGAN AVE	LAM LONG & LAM VIEM		201	https://bs://MX-2	U	N	N	N
33-01-01-14-177-231	2521 E MICHIGAN AVE	PAPAYA L L C	CAPITAL IMAGING	201	https://bs://MX-2	N	N	N	N
33-01-01-14-327-451	2522 E MICHIGAN AVE	MOUSA PROPERTIES L L C	FRANDOR TAILOR	201	https://bs://MX-2	N	N	N	N
33-01-01-14-179-092	2607 E MICHIGAN AVE	2601 E MICHIGAN L L C	AVIS CAR RENTAL	201	https://bs://MX-2	N	N	N	N
33-01-01-14-179-102	2615 E MICHIGAN AVE	MICHIGAN AVENUE HOLDING CO LLC		201	https://bs://MX-2	Y	N	N	N
33-01-01-14-179-102	2615 E MICHIGAN AVE	MICHIGAN AVENUE HOLDING CO LLC	LAKE LIFE FARMS PROVISIONING CENTER	201	https://bs://MX-2	N	N	N	N
33-01-01-14-179-123	2619 E MICHIGAN AVE	2619 E MICHIGAN LLC	GO PUFF	301	https://bs://MX-2	N	N	N	N
33-01-01-14-178-232	2801 E MICHIGAN AVE	FELDMAN MICHIGAN AVENUE PROPERTY LL	FELDMAN CHEVROLET LANSING	201	https://bs://MX-2	N	N	N	N
33-01-01-16-403-001	300 E MICHIGAN AVE	RIVER PLAZA L L C		201	https://bs://DT-3	Y	N	N	Y
33-01-01-16-403-011	314 E MICHIGAN AVE	E MICHIGAN AVE (316) L L C	THE EXCHANGE	201	https://bs://DT-3	N	N	N	N
33-01-01-16-403-022	316 E MICHIGAN AVE	JOHNS LEWIS E	OMAR'S SHOW BAR	201	https://bs://DT-3	N	N	N	N
33-01-01-16-403-041	320 E MICHIGAN AVE	320 E MICHIGAN AVE LLC	BOWDIE'S CHOPHOUSE	201	https://bs://DT-3	N	N	N	N
33-01-01-16-253-113	333 E MICHIGAN AVE	CITY OF LANSING	LANSING CENTER	99	https://bs://DT-3	N	N	N	N
33-01-01-16-403-051	336 E MICHIGAN AVE	TIFFANY M KLEIN TRUST	LA FILLE GALLERY	201	https://bs://DT-3	N	N	N	N
33-01-01-16-426-012	414 E MICHIGAN AVE	414 E MICHIGAN LLC	TIN CAN	201	https://bs://DT-3	N	N	N	N
33-01-01-16-426-012	414 E MICHIGAN AVE	414 E MICHIGAN LLC	THE STUDIO AT 414	201	https://bs://DT-3	N	N	N	N
33-01-01-16-426-012	414 E MICHIGAN AVE	414 E MICHIGAN LLC	TIN CAN SPORTS	201	https://bs://DT-3	N	N	N	N
33-01-01-16-426-052	420 E MICHIGAN AVE	DUGOUT ENTERPRISES INC	THE NUTHOUSE	201	https://bs://DT-3	N	N	N	N
33-01-01-16-276-801	505 E MICHIGAN AVE	LANSING LUGNUTS	LANSING LUGNUTS	99	https://bs://DT-3	N	N	N	N
33-01-01-16-428-301	600 E MICHIGAN AVE	600 E. MICHIGAN-LANSING, LLC	MEIJER	202	https://bs://DT-3	N	N	N	N
33-01-01-16-428-301	600 E MICHIGAN AVE	600 E. MICHIGAN-LANSING, LLC	GOODFELLA'S BAGEL DELI	202	https://bs://DT-3	N	N	N	N
33-01-01-16-428-302	600 E MICHIGAN AVE	CONCORD LANSING DWTN L L C	COURTYARD BY MARRIOTT	202	https://bs://DT-3	N	N	N	N
33-01-01-16-428-303	600 E MICHIGAN AVE	BLOCK 600 L L C	BLOCK 600 APARTMENTS		DT-3	N	N	N	N
33-01-01-16-277-171	601 E MICHIGAN AVE	RATHBUN CATHERINE ANN		201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-230	603 E MICHIGAN AVE	MICHIGAN AVE REVITALIZATION LLC		99	https://bs://DT-3	Y	N	Y	Y
33-01-01-16-277-241	615 E MICHIGAN AVE	615 EMA L L C	LIONFISH TATTOO	201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-251	617 E MICHIGAN AVE	617 EMA LLC	TRACTION	201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-262	619 E MICHIGAN AVE	JODLOSKI JEROME F	JAMMIN' DJ'S	201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-272	621 E MICHIGAN AVE	KOEHN AARON E	BATTER UP BISTRO	201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-272	621 E MICHIGAN AVE	KOEHN AARON E	WAKE UP CALL	201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-291	625 E MICHIGAN AVE	FADY INC	JJ'S DOG HOUSE	201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-403	637 E MICHIGAN AVE	637 E MICHIGAN L L C	STARBUCK'S COFFEE	201	https://bs://DT-3	N	N	N	N
33-01-01-16-277-403	637 E MICHIGAN AVE	637 E MICHIGAN L L C	THE MORNING POST	201	https://bs://DT-3	N	N	Y	N
33-01-01-15-301-012	720 E MICHIGAN AVE	FABOOVY L L C	YOUNG BROTHERS & DALEY	201	https://bs://DT-2	N	N	N	N
33-01-01-15-151-273	720 E SHIAWASSEE ST	NEOGEN CORPORATION	NEOGEN	301	https://bs://DT-2	N	N	N	N
33-01-01-15-302-002	726 E MICHIGAN AVE	CAPITAL CITY VENTURE LLC	CAPITAL CITY LIQUOR STORE	201	https://bs://DT-2	N	N	N	N
33-01-01-15-151-032	735 E MICHIGAN AVE	M S H D A	MSHDA	201	https://bs://DT-2	N	N	N	N
33-01-01-15-303-002	800 E MICHIGAN AVE	800 E MICHIGAN AVE L L C		201	https://bs://MX-2	Y	N	N	Y
33-01-01-15-303-002	800 E MICHIGAN AVE	800 E MICHIGAN AVE L L C	MORIARTY'S PUB	201	https://bs://MX-2	N	N	N	N
33-01-01-15-155-002	800 JEROME ST	M S H D A		202	https://bs://MX-2	Y	Y	N	N
33-01-01-15-155-045	809 E MICHIGAN AVE	ANTHONY HARRIET E		201	https://bs://MX-2	Y	N	N	Y
33-01-01-15-303-173	812 E MICHIGAN AVE	GRIFFIN'S OF LANSING L L C	CLASSIC BARBER SHOP	201	https://bs://MX-2	N	N	N	N
33-01-01-15-303-173	812 E MICHIGAN AVE	GRIFFIN'S OF LANSING L L C	STOBER'S BAR	201	https://bs://MX-2	N	N	N	N
33-01-01-15-304-001	900 E MICHIGAN AVE	GORSLINE-RUNCIMAN CO	GORSLINE-RUNCIMAN FUNERAL HOME	201	https://bs://MX-2	N	N	N	N
33-01-01-15-304-161	912 E MICHIGAN AVE	912 EAST MICHIGAN L L C	DBI HAWORTH	201	https://bs://MX-2	N	N	N	N
33-01-01-15-155-131	915 E MICHIGAN AVE	EDWARD W SPARROW HOSPITAL ASSOC		99	https://bs://INST-1	Y	Y	Y	N
33-01-01-15-304-152	920 E MICHIGAN AVE	912 EAST MICHIGAN L L C		201	https://bs://MX-2	Y	Y	N	N
33-01-01-15-304-133	930 E MICHIGAN AVE	BRACHA LLC	HENDERSON GLASS	201	https://bs://MX-2	N	N	N	N
33-01-01-15-259-052	E MICHIGAN AVE	EDWARD W SPARROW HOSPITAL ASSOC		202	https://bs://MX-2	Y	Y	N	N
33-01-01-14-301-011	E MICHIGAN AVE	ZINCO INC		202	https://bs://MX-2	Y	Y	N	Y
33-01-01-16-253-122	E MICHIGAN AVE	SAULT STE MARIE TRIBE	OF CHIPPEWA INDIANS	99	https://bs://DT-3	Y	Y	N	N
33-01-01-14-303-002	E MICHIGAN AVE	SPADAFORE DISTRIBUTING CO		202	https://bs://MX-2	Y	Y	N	Y
33-01-01-14-303-451	E MICHIGAN AVE	SPADAFORE DISTRIBUTING CO		202	https://bs://MX-2	Y	Y	N	Y
33-01-01-14-303-462	E MICHIGAN AVE	SPADAFORE DISTRIBUTING CO		202	https://bs://MX-2	Y	Y	N	Y
33-01-01-15-303-141	E MICHIGAN AVE	GORSLINE-RUNCIMAN CO	DBA #3246	202	https://bs://MX-2	Y	Y	N	N

**CONTRACT BETWEEN
THE LANSING ECONOMIC DEVELOPMENT CORPORATION
AND
THE CITY OF LANSING’S _____ CORRIDOR IMPROVEMENT AUTHORITY
(2026-2027)**

THIS CONTRACT, entered into this ___ day of June 2026 effective from July 1, 2026 through June 30, 2027 by and between the City of Lansing’s _____ Corridor Improvement Authority, a Michigan municipal entity (the “**CIA**”) and the Economic Development Corporation of the City of Lansing, a non-profit corporation organized and existing under the laws of the State of Michigan (the “**LEDC**”) (the CIA and LEDC are collectively the “**Parties**”).

WITNESSETH THAT:

WHEREAS, pursuant to that certain Contract by and between the LEDC and the City of Lansing effective July 1, 2026, through June 30, 2027 (the “**City Contract**”), the LEDC has agreed with the City of Lansing to provide services to the CIA; and

WHEREAS, the CIA desires to engage the LEDC, and the LEDC desires to be engaged, to perform such services, as defined in this Contract and subject to its terms.

NOW, THEREFORE, the CIA and the LEDC mutually agree as follows:

1. Scope of Work. The LEDC will manage and assist the CIA in accordance with the City Contract, subject to available funding. The LEDC will provide the primary services below to assist the CIA, and will also provide a reasonable amount of Al La Carte Services taking into account available funding and the LEDC’s capacity and other obligations to the City and otherwise. The LEDC and CIA will meet early during the term of this Contract to collaborate in good faith and agree upon the Al La Carte Services to be provided in a manner that balances the CIA’s needs and preferences with the LEDC’s capabilities and funding for the year. The LEDC and CIA may revisit priorities and the Al La Carte Services to be provided as needed during the term. The LEDC will, subject to input from and any requirements of the City, have the final authority to determine the scope and volume of the LEDC’s Al La Carte Services for a particular period of time.
 - a. Primary Services.
 - i. **Board Meeting Administration**. LEDC will coordinate, prepare materials for, and facilitate monthly CIA Board meetings, in collaboration with the CIA’s Chairperson and other members of the CIA’s Board. As coordinated with the CIA’s Chairperson and other CIA Board members, the LEDC’s responsibilities in this regard will include scheduling meetings; posting required public notices; preparing and distributing agendas and meeting materials; recording and maintaining official meeting minutes; and assisting in coordinating the appropriate stakeholder and public participation.
 - ii. **Compliance with Michigan Public Act 57 of 2018**. LEDC will assist the CIA in its compliance with all applicable statutory requirements, including

timely posting and maintaining of required documents on the City of Lansing or Lansing EDC's website. Such documents include meeting notices, agendas, agenda packets, development and Tax Increment Financing ("TIF") plans, and approved meeting minutes. Additional documents may be posted and maintained on an as-need basis as determined by the LEDC. The LEDC will review and have the final say on all such actions that impact compliance with applicable statutory requirements.

iii. **Budget and Financial Management.** LEDC will provide financial oversight and administrative support related to CIA budgets. LEDC responsibilities include developing and implementing annual spending plans, tracking TIF revenue and projections, and payment processing, supporting financial reporting and compliance requirements.

b. A La Carte Services. In addition to the primary services required above, LEDC will provide a reasonable amount of additional support services to the CIA annually, which may include the following categories of services or other types of services that the CIA requests and the LEDC is able and willing to provide.

i. **Request for Proposal ("RFP") Management.** LEDC may develop, publish, and administer RFP processes on behalf of the CIA. LEDC could serve as the primary point of contact for RFP applicants and could manage aspects of the RFP process, including solicitation, coordination of review committees, and facilitation of evaluation and selection processes.

Example: Administration of the Saginaw St. CIA Marketing RFP and its review subcommittee.

ii. **Special Projects Management.** LEDC may lead and manage CIA-initiated projects, such as grant administration, subcommittee coordination, and stakeholder engagement initiatives. These services could include representing the CIA in meetings, coordinating implementation activities, and ensuring project deliverables are met.

Example: Administration and implementation of the Business Grant Program on behalf of the S. MLK Jr. Blvd. CIA.

iii. **Meeting and Presentation Facilitation.** LEDC may organize and facilitate special meetings, workshops, and presentations aligned with CIA priorities as determined through mutual understandings of the Parties. These could include identifying and coordinating with relevant speakers, subject matter experts, or partner organizations, and leading facilitation to maximize Board engagement and outcomes.

iv. **Event Coordination.** LEDC may plan, promote, and manage CIA-sponsored events and community engagement activities outside of regularly scheduled Board meetings. This may include public meetings, stakeholder convenings, and neighborhood engagement sessions.

Example: Community engagement events related to developments or public meetings hosted at venues such as The Turner Dodge House.

- v. **Marketing and Media Services.** LEDC may provide limited marketing and communications support utilizing available LEDC and City of Lansing resources. Services may include website updates, development of promotional materials, social media coordination, and media relations support, subject to capacity and availability.
- vi. **Committee and Panel Administration.** LEDC may coordinate and administer CIA committees, subcommittees, and advisory panels, in which it could serve as a liaison between the committee and the CIA. LEDC's goal could be to align committee/panel activities with the CIA's goals and maintain communication between the committee/panel and the CIA Board.

Example: Coordination of an art competition review panel.

(The Primary Services and to-be-provided the A La Carte Services, collectively, the "Services")

2. Time of Performance

The time of the performance under this Contract will be from July 1, 2026 to June 30, 2027. In no event will this Contract extend beyond June 30, 2027, unless so provided by a written amendment hereto that has been executed by both parties. Unless otherwise terminated pursuant to the terms of this Contract or the City Contract, LEDC will continue to perform services and activities until the Contract expires.

3. Compensation and Method of Payment for LEDC Contract Services

- a. As consideration for LEDC's performance of the Services, the CIA will pay LEDC Ten Thousand Dollars (\$10,000) plus 5% of the CIA's Tax Increment Revenue TIR captured during the fiscal year preceding the effective date of this Contract, which equals \$_____ (the "**Base Contract Amount**"). The CIA will pay the Base Contract Amount to the LEDC on July 1, 2026.
- b. If the value of the LEDC's Services (based on the LEDC's hourly rates attached as Exhibit A) materially exceed the Base Contract Amount, or the LEDC determines that is reasonably likely to happen, then the LEDC may require that the CIA pay the LEDC for the excess Services in accordance with the LEDC's hourly rates attached as Exhibit A. The LEDC will remit monthly invoices to the CIA for any such charges, and the CIA will remit payment within ten (10) business days of receipt.

4. Contract Modifications

The LEDC, from time to time, may need to expand, diminish or otherwise modify the scope of Services or other Contract. All such amendments and modifications must be mutually agreed upon by the Parties and incorporated into written amendments to this Contract, provided that if the City Contract is amended in a manner that affects this Contract, the

LEDC may unilaterally amend this Contract in a reasonable manner as it determines to be necessary to address the amendment to the City Contract.

5. Reports and Information

- a. Financial Records and Reports. The CIA agrees, with the LEDC's support as provided in this Contract, to make and maintain adequate financial records in a form reasonably satisfactory to the LEDC. Such financial records and reports will reflect all costs and expenses incurred in relation to this Contract and the services described herein. Financial records and reports of the CIA will conform with the "City of Lansing Standard Operating Procedures for City Support Agencies" and further CIA acknowledges and agrees that said "City of Lansing Standard Operating Procedures for City Supported Agencies" is available for use by LEDC.
- b. Equal Employment Opportunity Provisions. Pursuant to Chapter 1-302.1 of the Lansing City Charter, the Parties agree that they will ensure that no person or group engaged in the conduct of official business or seeking to do business arising from this Contract is discriminated against because of race, creed, political orientation, color, national origin, marital status, sex, age, handicap, or for any cause not reasonably related to the accomplishment of a legitimate governmental purpose. The Parties further agree to provide equal employment opportunity pursuant to all state and federal laws including the Americans with Disability Act and to provide proof to the CIA as requested by the Human Relations & Community Services Department pursuant to Section 206.20 and 206.21 of the Codified Ordinances of the City of Lansing.

6. Eligible Costs

The LEDC will be entitled to reimbursement by the CIA for reasonable out-of-pocket costs and expenditures that it incurs in connection with the Services or otherwise on behalf of the CIA. All such costs and expenditures made pursuant to this Contract will be fully documented and will be in conformance with any limitations or exclusions of applicable Federal, State and local laws, rules, regulations and conditions mandated by the City of Lansing.

7. Records and Documentation

- a. Each of the Parties will establish and maintain all necessary records concerning any matter covered by this Contract which, from time to time, as necessary for the ordinary administration of this Contract and the Services.
- b. Unless otherwise expressly authorized by the LEDC, each Party will maintain all records related to this Contract, including financial records and accounts for a period of three (3) years after receipt of final payment under this Contract.
- c. If any litigation, claim or audit is started before the expiration of the three-year period, the records will be retained by the Parties until all litigation, claim or audit findings involving the records have been resolved.

8. Audits and Inspections

At any time during normal business hours and as often as the LEDC may deem reasonably necessary to ensure proper accountability for all project funds, CIA will:

- a. Make available to the LEDC all checks, payrolls, time records, invoices, Contract vouchers, orders and other data, information and material concerning any matter covered by this Contract; and
- b. Permit the LEDC to audit, examine, excerpt, or transcribe all checks, vouchers, orders or other data, information and material concerning any matter covered by this Contract; and
- c. Allow the LEDC to review such documents that are considered as backup to the operation of CIA, regardless of funding source; and
- d. Make available to the LEDC documentation supporting service reports.

9. Conflict of Interest

- a. Conflict of interest is defined as the Party's officers, directors, and/or employees using position for a purpose that is or gives the appearance of being motivated by a desire for private financial gain for themselves or others, particularly those with whom they have family, business, or other ties.
- b. The Parties covenant, to the best of their knowledge, that no such interest exists and no person having any conflicting interest in this Contract will be employed for the purpose of performing the services and activities set forth in the Scope of Services section of the Contract or fulfilling the terms, conditions, obligations, covenants, agreements or stipulations of this Contract.
- c. The City of Lansing will establish safeguards to prohibit conflicts of interest as defined in this Section.

10. Assignment and Transfer of Interest: Subcontracting

Except as otherwise permitted by this Agreement, the Parties will not assign or transfer, whether by assignment or novation, any interest in this Contract or subcontract any performance or portion thereof pursuant to this Contract without written consent of the non-assigning Party, provided however, that claims for money due or to come due to LEDC from the CIA pursuant to this Contract may be assigned or transferred to a bank, trust company, or other financial institution without such consent, and LEDC will promptly notify the CIA of any such assignment or transfer.

11. Lobbying and Political Activities

None of the money, compensation, reimbursement, funds, property or services provided, directly or indirectly, under, by or pursuant to this Contract will be used for any partisan political activity or to further the election or defeat of any candidate for any public office, or propaganda designed to support or defeat any legislation pending before the Congress of the United States, the Michigan State Legislature, or the City Council of the CIA.

12. "Save Harmless" Clause

LEDC will indemnify, defend, and hold the CIA harmless for all damages arising out of a claim a third party brings against the CIA that arises out of LEDC's negligent or intentional misconduct.

CIA will indemnify, defend, and hold the LEDC harmless for all damages arising out of a claim a third party brings against the LEDC that arises out of CIA's negligent or intentional misconduct.

13. Civil Rights

- a. Each Party agrees that it will not discriminate as to provision of services pursuant to this Contract or as to hiring or terms or conditions of employment based on race, creed, color, religion, national origin, sex, handicap, marital status, height, weight or age. It will maintain written personnel rules, guidelines, practices, and terms and conditions of employment. The personnel rules established may be amended from time to time, as necessary.
- b. Each Party will, in all solicitations or advertisements for employees placed by or on behalf of CIA, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, height, weight, marital status, sex, age, handicap, national origin, sexual orientation or gender preference.

14. Severability of Provisions

If any clauses, sections, provisions or parts of this Contract are held invalid or if any portion of any clause, section, provision or part of the Contract is held invalid, the remainder of this Contract will continue to be enforceable as written.

15. Waiver

The failure of a Party to demand compliance with any term of this Contract or to take action when this Contract is breached in any way will not be considered a waiver of that Contractual requirement thereafter nor the Party's right of action for the breach of that term.

16. Insurance

The CIA will obtain and maintain any insurances reasonably required by the LEDC during the term of this Contract. The LEDC will maintain insurance with generally as good or better coverage during the term of this Contract. The insurance may cover Direct and Officers in addition to general liability.

17. Disclosure of Confidential Material

All reports, data, information, statements, forecasts, records, and so forth, assembled, constructed or prepared pursuant to or as a consequence of this Contract are subject to all Federal and Michigan laws and regulations governing the disclosure of "public, client and medical, or other records" subject to certain exemptions from disclosure under the

circumstances expressly authorized by the above laws and regulations.

18. Termination

- a. For Convenience. Either Party, in its sole discretion, may terminate this Contract at any time without cause, by providing at least 60 days' prior written notice to the other Party.
- b. Non-Payment. In the event the CIA does not remit payment to the LEDC in accordance with the terms of this Contract, the LEDC will immediately suspend Services and, after ten days without a cure, may terminate the Contract.
- c. Termination of the City Contract. In the event the City Contract is terminated or the provisions of the City Contract related to this Contract are removed or otherwise ended, this Contract will be automatically terminated.
- d. Payments After Termination. Following the termination of this Contract, LEDC will promptly invoice CIA for any outstanding amounts and expenses due and owing under this Contract, and the CIA will pay all such amount and expenses to LEDC in accordance with the payment terms set forth in this Contract. If a deposit or advance payment has been made by CIA for any services that have not and will not be delivered to LEDC following expiration or termination, LEDC will promptly reimburse such payment to CIA.

19. SubContracting

LEDC may subcontract some or all of the responsibilities set forth in Section 1, but LEDC will remain responsible for any subcontracted Services.

20. Applicable Law

This Contract will be governed by the laws of the State of Michigan.

21. City Contract

This Contract is subject to the City Contract. Both parties agree to comply with the City Contract to the extent applicable to their performance of this Contract.

[Signatures on the following page]

IN WITNESS WHEREOF, the Parties have entered into this Contract as of the date first written above.

CIA

By: _____
Name:
Title:

Lansing Economic Development Corp.

By: _____
Name: Shelley Davis Boyd
Title: LEDC Chair

DRAFT

**EXHIBIT A
LEDC Hourly Rates**

See attached.

31203:00012:202788824-3

DRAFT



TO: Michigan Avenue Corridor Improvement Authority (MACIA) Board –
 Chair: Jonathan Lum
 Vice Chair: L. Peter Clark
 Treasurer: Elaine Barr
 Secretary: Katherine Hubbard
 Board Member: Jeffery Hank
 Board Member: Elaine Barr
 Board Member: Tim Daman
 Board Member: Brandon List

FROM: Ethan Schmitt, MACIA Director of Special Projects

DATE: June 26, 2026

SUBJECT:

2026 Michigan Avenue Fall Festival Event Proposal

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Purpose

I propose that MACIA will partner with local businesses and artists to host a Michigan Avenue Fall Festival on Saturday, October 24, 2026. The event will serve three primary purposes: to promote and support the businesses on Michigan Ave, to create a fun and welcoming experience for the community, and to build momentum toward a thriving, vibrant commercial corridor. This festival will attract over 400 attendees to the heart of Michigan Avenue with a total estimated budget of \$35,000. The event will also serve as the venue for a participatory placemaking activity that will bring a new public art piece to the corridor, for an additional estimated cost of \$5,000.

Seeking MACIA Board approval for the following:

- Move forward with Michigan Avenue Fall Festival on October 24, 2026, to include the following features:
 - Music performances
 - Food, retail, and community service vendors
 - Fall-themed decorations and activities
 - Michigan Avenue business-led booths, promotions, and activities
 - Participatory public art (placemaking activity)
 - Beer tent
- Finalize contracts based on the following proposals:
 - Sarah Pulver - Local Artist Placemaking Activity, \$5,000
 - Abie Kopacz - Event Coordinator, \$5,000
 - Alex Carron - Marketing Assistant, \$3,000
- Cover costs of event rentals (chairs, tables, tents, extension cords, etc.) for Michigan Avenue businesses.
- Cover costs for \$5 vouchers that will be given away at the event to promote future purchases at select Michigan Avenue businesses.
- Accept applications and booth fees from non-Michigan Avenue vendors.
- Develop partnerships with and make payments to businesses and individuals who will be leading activities at the event.
- Rent equipment (bounce house, carnival games, etc.) from Lansing Parks and Recreation Department.
- Hire an event photographer.
- Design and print promotional materials for the event, including post card-style event flyers for mailing, letter sized event flyers, social media graphics, banners, etc.
- Contact local news outlets to promote the event.
- Purchase walkie talkies for day-of event communications.
- Prepare formal invitations for MACIA Board Chair to send to the following VIP guests:
 - Mayor of Lansing, Andy Schor

- Ingham County Commissioners, Thomas Morgan and Bob Peña
- Lansing Ward 1 City Council Member, Ryan Kost
- Lansing At-Large City Council Members, Clara Martinez Jeremy Garza, Trini Pehlivanoglu, and Tamera Carter
- Michigan State Representative, Emily Dievendorf
- Michigan State Senator, Sam Singh
- MSU Vice Provost for University Outreach and Engagement, Kwesi Brookins
- Submit [City of Lansing Special Event Permit Application](#), City of Lansing Beer/Liquor Application, and Michigan Liquor Control Commission Application on behalf of MACIA to secure the following services on October 24, 2026:
 - Closure of Michigan Avenue between Clemens Street and Magnolia Street.
 - Rental of Showmobile for music performances.
 - Special liquor license for beer tent.
 - Trash services.
 - Banner installation.
 - Access to city electricity.
- Solicit monetary and/or in-kind sponsorships from the following partners. Draft Letter of Request attached in Appendix A.
 - Lake Trust
 - Rathbun
 - Sparrow
 - HAP Caresource
 - Blue Cross Blue Shield
 - McLaren
 - City of Lansing
- Pay one-year rental fee for storage, conference room, and office space at The Attic.
- Pay for one-year subscriptions to Canva and Miro software to support marketing and event management.
- Individual budget items may deviate up to 10% above the cost estimated in the budget section of this proposal without further review and approval from the Board, as long as the total event cost (not including the placemaking activity) remains at or below \$35,000.

Statement of Work

The 2026 Michigan Avenue Fall Festival is designed to celebrate the local businesses and community spirit of the Michigan Avenue corridor while creating an engaging and memorable experience for residents and visitors alike. Through a vibrant mix of live musical performances, local business-led booths and promotions, seasonal decorations, family-friendly fall activities, public art, and delicious local food, the festival will showcase all that Michigan Avenue has to offer. By drawing people to the strength of the corridor and encouraging exploration of local establishments, the festival will increase awareness of Michigan Avenue as a place to “Shop, Dine, Live, Work, and Play.”

The Michigan Avenue Fall Festival is more than a celebration—it is an investment in the corridor's future, strengthening connections between businesses, residents, and visitors while advancing a common vision of a lively, prosperous, and welcoming destination for all.

Proposed event schedule:

- 9:00 AM-12:00 PM- Setup for event
- 12:00 PM- Official kickoff featuring VIP guests
- 12:00-5:00 PM- Official festival
- 5:00-7:00 PM- Stoopfest concert
- 7:00-9:00 PM- Takedown

Activities may include:

- Free yoga from FlexCity Fitness
- Print a custom Michigan Avenue shirt with Ultra Mega Studio
- Mill your own apple cider with Phillip's Orchard
- Free dance fitness class from Heartdance Studio
- Author reading and book signing event from Everybody Reads
- Photobooth backdrops and props
- Music performances
- Bounce houses
- Bubbles
- Face painting
- Cornhole

Goals for the event include:

- At least 400 attendees
- At least 10 Michigan Avenue businesses participating
- At least 4 food vendors
- At least 6 activities, for a range of ages

See Appendix E for maps of proposed event

Timeline

Milestone	Start Date	End Date	Category
Secure proposal from local artist for placemaking activity.	May 29, 2026	Jun 19, 2026	Partnerships ▾
Secure proposal from event coordinator.	May 29, 2026	Jun 19, 2026	Partnerships ▾
Secure proposal from marketing assistant.	May 29, 2026	Jun 19, 2026	Partnerships ▾

Meet with Ward 1 City Council Representative, Ryan Kost, to discuss preliminary MACIA goals and partnership opportunities.	Jun 8, 2026	Jun 19, 2026	Partnerships ▾
Prepare an event one-pager to share with Michigan Avenue business owners and partners to explain opportunities to be part of the event.	Jun 29, 2026	Jul 3, 2026	Vendors ▾ Activities ▾ Partnerships ▾
Send letters to potential sponsors to request monetary and/or in-kind support.	Jun 29, 2026	Jul 10, 2026	Partnerships ▾
Finalize contract with local artist for participatory placemaking activity and pay deposit.	Jun 29, 2026	Jul 10, 2026	Activities ▾ Payments ▾
Finalize contract with event coordinator.	Jun 29, 2026	Jul 10, 2026	Payments ▾
Finalize contract with marketing assistant.	Jun 29, 2026	Jul 10, 2026	Marketing ▾ Payments ▾
Finalize one-year rental contract for storage, conference room, and office space at The Attic.	Jun 29, 2026	Jul 10, 2026	Payments ▾
Pay for one-year subscriptions to Canva and Miro.	Jun 29, 2026	Jul 10, 2026	Payments ▾
Meet with key business owners on the corridor to secure their participation and define their role in the festival.	Jun 29, 2026	Jul 31, 2026	Vendors ▾
Distribute Save the Date flyers, social media graphics, and photo library to Michigan Avenue business owners for promotion of the event.	Jun 29, 2026	Jul 31, 2026	Marketing ▾
Hire an event photographer.	Jun 29, 2026	Jul 31, 2026	Marketing ▾
Contact owner of vacant property at 2110 E Michigan Ave to inquire about using the space for the event.	Jun 29, 2026	Jul 31, 2026	Partnerships ▾

Meet with Ward 1 City Council Representative, Ryan Kost, to discuss Fall Festival plans and sponsorship opportunities.	Jul 6, 2026	Jul 10, 2026	Partnerships ▾
Submit City of Lansing Special Event Permit Application more than 90 days in advance of the event to avoid additional application fees.	Jul 13, 2026	Jul 17, 2026	Payments ▾
Recruit volunteers to set up, staff, and clean up the event.	Jul 13, 2026	Sep 25, 2026	Partnerships ▾
Make arrangements for Sparrow staff to operate an informational booth at the event and provide basic medical care (rehydration, sunburn care, etc.) to participants as needed.	Jul 20, 2026	Aug 7, 2026	Partnerships ▾
Develop partnerships with businesses and individuals who will be leading activities at the event. Pay deposits.	Jul 20, 2026	Aug 28, 2026	Activities ▾ Payments ▾
Follow up with potential sponsors to let them know that the first round of marketing materials will be going out in early August. "Act now to get your name on our promotional materials!"	Jul 27, 2026	Aug 7, 2026	Marketing ▾ Partnerships ▾
Remind Michigan Avenue businesses and partners to share event promo on their social media accounts and other communication channels.	Aug 3, 2026	Aug 14, 2026	Marketing ▾
Send invitations to VIP guests.	Aug 3, 2026	Aug 28, 2026	Partnerships ▾
Accept applications from non-Michigan Avenue vendors.	Aug 3, 2026	Aug 28, 2026	Vendors ▾
Arrange for shuttle transportation between Lansing Center parking and event location.	Aug 3, 2026	Aug 28, 2026	Partnerships ▾
Coordinate mass mailing of post card-style event flyers to households in the 48912 zip code.	Aug 24, 2026	Sep 18, 2026	Marketing ▾

Review applications from non-Michigan Avenue vendors.	Aug 31, 2026	Sep 11, 2026	Vendors ▾
Design and print promotional banners and yard signs.	Aug 31, 2026	Sep 18, 2026	Marketing ▾
Design and print MACIA tablecloth.	Sep 14, 2026	Oct 9, 2026	Marketing ▾
Notify non-Michigan Avenue vendor applicants of their participation status. Collect booth fees.	Sep 14, 2026	Sep 25, 2026	Vendors ▾
Display promotional banners and yard signs along Michigan Avenue.	Sep 21, 2026	Oct 24, 2026	Marketing ▾
Purchase and distribute fall-themed decorations to participating businesses.	Sep 21, 2026	Oct 24, 2026	Marketing ▾
Distribute event press release to local news outlets.	Sep 28, 2026	Oct 9, 2026	Marketing ▾
Purchase walkie talkies for day-of event communications.	Sep 28, 2026	Oct 16, 2026	Payments ▾
Remind Michigan Avenue businesses, vendors, and partners to share event promo on their social media accounts and other communication channels.	Oct 5, 2026	Oct 16, 2026	Marketing ▾
Share final event map, schedule, and contacts with all vendors, activity coordinators, partners, and MACIA Board.	Oct 12, 2026	Oct 16, 2026	Vendors ▾ Activities ▾ Partnerships ▾
Operate a MACIA information booth at the event. Distribute informational brochures and event maps.	Oct 24, 2026	Oct 24, 2026	Marketing ▾
Make final payments to event contractors.	Oct 24, 2026	Nov 7, 2026	Payments ▾

Budget

Budget Item	Amount	Category
Event coordinator contract	Up to \$5,000	Contracts ▾
Marketing assistant contract	Up to \$3,000	Contracts ▾
City of Lansing Special Event Permit	\$250	Fees ▾
City of Lansing Showmobile rental fee	\$650	Equipment ▾
City of Lansing road closure fee	\$1,600	Fees ▾
City of Lansing application fee	\$250	Fees ▾
City of Lansing trash services fee	Up to \$200	Fees ▾
City of Lansing electricity services fee	Up to \$500	Fees ▾
Special liquor license	\$100	Fees ▾
City of Lansing banner installation services	\$100	Fees ▾
Water station rental	Provided by The Ave	Equipment ▾
6 walkie talkies for day-of communication between event staff	\$400	Equipment ▾
Special event liability insurance	Up to \$350	Fees ▾
Event security	Up to \$1,500	Contracts ▾
Event rentals (chairs, tables, tents, extension cords, speakers, microphones, etc.)	\$500	Equipment ▾
Printing services (including promotional banners, yard signs, flyers, post cards and, tablecloth)	Up to \$5,000	Marketing ▾
Brochures (500 count)	\$250	Contracts ▾
Mailing services to promote event	\$1,700	Marketing ▾
\$5 promotional vouchers for Michigan Avenue businesses	Up to \$3,500	Marketing ▾
Event activity staff (including face painters, bubble artist, etc.)	Up to \$800	Contracts ▾

Bouncy House rental from the City of Lansing	\$425	Equipment ▾
Obstacle Course rental from the City of Lansing	\$675	Equipment ▾
Party pack, picnic pack, sports bag, and tug-o-war rope rentals from the City of Lansing	\$40	Contracts ▾
Payment for musical performers	Up to \$1000	Contracts ▾
Fall-themed decorations	Up to \$500	Marketing ▾
Canva Pro Subscription (one year)	\$120	Marketing ▾
Miro Subscription (one year)	\$480	Marketing ▾
Photographer	Up to \$1,800	Contracts ▾
Storage, Conference Room, and Office Space for the year	\$6,000	Contracts ▾
Event Subtotal	Up to \$35,000	
Placemaking contract with local artist	Up to \$5000	Contracts ▾
GRAND TOTAL	Up to \$40,000	

Work Plan

Task	Responsible Individual(s)	Category
Manage communications with Michigan Avenue businesses, sponsors, and local press.	MACIA Director of Special Projects, Ethan Schmitt	Partnerships ▾
Manage contractors (including event photographer, event coordinator, placemaking contractor, marketing assistant, security services, etc.).	MACIA Director of Special Projects, Ethan Schmitt	Partnerships ▾
Manage invoices from contractors, partners, and service providers.	MACIA Director of Special Projects, Ethan Schmitt	Payments ▾
Manage rental agreements and permitting.	MACIA Director of Special Projects, Ethan Schmitt	Partnerships ▾ Payments ▾

Recruit, assign, and manage volunteers.	MACIA Director of Special Projects, Ethan Schmitt, and Event Coordinator	Partnerships ▾
Staff the MACIA information booth at the event.	MACIA Director of Special Projects, Ethan Schmitt, and volunteers from MACIA Board	Marketing ▾
Manage communications with VIP guests.	MACIA Board Chair, Jonathan Lum	Partnerships ▾
Design and implement participatory public art activity at event for placemaking experience.	Placemaking Contractor	Activities ▾
Manage non-Michigan Avenue vendor application process.	Event Coordinator	Vendors ▾
Manage communications to non-Michigan Avenue vendors and activity coordinators.	Event Coordinator	Vendors ▾ Activities ▾
Recruit music performers.	Event Coordinator	Activities ▾
Track and obtain needed equipment and supplies for each vendor or partner.	Event Coordinator	Vendors ▾ Activities ▾
Manage public distribution of event flyers and other promotional materials.	Event Coordinator	Marketing ▾
Order fall-themed decorations and distribute to participating businesses.	Event Coordinator	Marketing ▾
Manage printing.	Event Coordinator.	Marketing ▾
Design event one-pager with overview and partnership opportunities.	Event Coordinator	Marketing ▾
Manage event map and internal scheduling.	Event Coordinator	Vendors ▾ Activities ▾ Partnerships ▾
Support day-of needs during event	Event Coordinator	Activities ▾
Process payments to contractors, partners, and service providers.	LEDC Community Development Specialist, Kahleea Washington.	Payments ▾

Appendix A: Template Letter of Request



Dear _____,

On behalf of the Michigan Avenue Corridor Improvement Authority, we invite you to partner with us as a sponsor of the Michigan Avenue Fall Festival, taking place on Saturday, October 24, 2026.

The Michigan Avenue Fall Festival is designed to celebrate the businesses, culture, and community spirit that make the Michigan Avenue corridor a unique and vibrant destination. Through live musical performances, local business-led activities, seasonal decorations, family-friendly fall experiences, a public art placemaking event, and delicious local food, the festival will create an engaging and memorable experience for residents and visitors while showcasing all that Michigan Avenue has to offer.

More than a one-day event, the festival serves three important purposes:

- Connecting neighbors with community resources and local businesses
- Creating a fun, welcoming, and inclusive experience for the community
- Building momentum toward a thriving, vibrant commercial corridor

By attracting more than 400 attendees to the heart of Michigan Avenue, the festival will encourage residents and visitors to explore local establishments and discover Michigan Avenue as a place to “Shop, Dine, Live, Work, and Play.” These experiences help foster a sense of pride, ownership, and belonging while highlighting the unique qualities of the corridor.

In addition to the festival itself, the initiative includes placemaking activities designed to enhance the district’s appearance and strengthen its identity as a welcoming destination. Together, these efforts represent an investment in Michigan Avenue’s future—creating stronger connections among businesses, residents, and visitors while advancing a shared vision for a prosperous and vibrant community.

We are asking you to sponsor our Fall Festival and demonstrate to the community your continued investment in its future. Specifically, we are offering four different sponsorship levels with the following benefits:

Presenting Sponsor – \$5,000: As the premier partner of the Michigan Avenue Fall Festival, the Presenting Sponsor will receive the highest level of visibility and recognition.

- Organization logo and name prominently featured on all event marketing materials
- Dedicated social media sponsor spotlight and recognition posts
- Recognition signage displayed at the event thanking your organization for its support
- Featured acknowledgment in the official day-of event brochure
- Recognition as the Presenting Sponsor of the Michigan Avenue Fall Festival

Gold Sponsor – \$2,500:

- Social media recognition and sponsor spotlight
- Recognition signage displayed at the event thanking your organization for its support
- Acknowledgment in the official day-of event brochure

Silver Sponsor – \$1,000:

- Inclusion on event sponsor recognition signage
- Acknowledgment in the official day-of event brochure

Bronze Sponsor – \$500:

- Acknowledgment in the official day-of event brochure

Your sponsorship will help create an event that not only entertains but also generates lasting economic and community benefits for Michigan Avenue, the Eastside, and the Greater Lansing area. More importantly, your support demonstrates a commitment to strengthening local businesses, enhancing community pride, and investing in the future success of the corridor.

We hope you will join us in bringing this Fall Festival to life. We would welcome the opportunity to discuss sponsorship opportunities and answer any questions you may have. Thank you for your consideration and support of our community.

All the best,



Ethan Schmitt

Appendix B: Proposal for Local Artist Placemaking Activity

Artist Sara Pulver will do a paint-by-number style community paint at the festival very similar to the project she executed at East Lansing Art Festival this year.

This would include:

- two or three 4x6ft panels, set up paint-by-number styles and prepped for community paint
- guiding the community through the process of blocking in colors during the festival
- all materials necessary, including paint, brushes, paper plates, signage, etc.
- day-of assistance to help folks paint on festival day
- clean up and finalization of the paintings after festival day
- prep for installation wherever you would like the panels to live afterwards (indoor or outdoor)

Cost: \$5000, including all materials, labor, and planning

Appendix C: Proposal for Event Coordinator

Proposal: Event Coordinator Contract

**Michigan Avenue Corridor
Improvement Authority (MACIA)
2026 Michigan Avenue Fall Festival
Abie Kopacz**

Thank You!

Thank you for requesting a proposal of my services for the MACIA 2026 Michigan Avenue Fall Festival. I am excited for the opportunity to submit the following proposal for Event Coordinator contract services. I'm confident my connection to the corridor and its surrounding neighborhoods and community institutions will add to the success of a local placemaking and empowering event such as this.

I look forward to the next steps as we continue this project together, and am available for any follow-up upon your review of this proposal.

About Me

I have lived and worked in the community placemaking and organizing spaces of Lansing for nearly 10 years, from the Lansing Symphony to the local food scene, entrepreneurial support industry, Allen Neighborhood Center, Stoopfest and more.

Stoopfest | Board Member (current)

- *Also serves on the Organizing Committee*
- *Showrunner for the ANC Stage operations (volunteer management, parade, partner programming, band coordination, artist vendor market, food vendors) 2 years and counting*

Allen Neighborhood Center | Kitchens & Events Manager (current)

- *Booked, planned and executed 200+ private and community events, ranging from 10 to 3000 attendees*
- *Weddings, open houses, bake-offs, formal galas, concerts, markets, festivals, etc.*
- *Develop, promote and execute programming for Incubator Kitchens Program (cooking workshops, tasting dinners, showcase events, etc.)*

Service Overview

The Events Coordinator will report to the Director of Special Projects and will complete the following deliverables:

- Day-of event showrunning for stage performances, supervising and directing vendors, volunteers, partners, etc., festival operations management
- Recruit, assign and manage event volunteers
- Manage non-Michigan Avenue vendor application process
- Manage communications to non-Michigan Avenue vendors and activity coordinators
- Recruit music performers
- Track and obtain needed equipment and supplies for each vendor/partner
- Manage public distribution of event flyers and other promotional materials
- Order fall-themed decorations and distribute to participating businesses
- Design event one-pager with overview and partnership opportunities
- Manage event map and internal scheduling

Payment Schedule

\$2,000 deposit due at signing

\$3,000 upon delivery

\$5,000 total

Please reach out with any feedback, changes or questions to alkopacz@gmail.com, or to schedule an appointment to further review this proposal.

**Michigan Avenue
Marketing Assistant
Proposal**

Objective:

The Marketing Assistant will support the successful promotion and branding of the Fall Festival by developing professional marketing materials and communication tools that increase awareness, engagement, and attendance. Specifically, this role will be responsible for creating social media templates and promotional talking points for vendors and partners, designing postcard-style event flyers for direct mail campaigns, producing MACIA brochures for event distribution, and developing branded visual assets including tablecloths, yard signs, and banners. The position will ensure consistent messaging and visual identity by utilizing the banner campaign style guide across all marketing channels.

Proposal:

The Marketing Assistant will report to the Director of Special Projects and will:

- Create templates and talking points for social media promotion of the event by vendors and partners.
- Design post card-style event flyers for mailing.
- Design MACIA brochures for distribution at the event.
- Design MACIA tablecloth
- Design yard signs and banners for advertising of event
- Ensure all designs match with the style guide developed through the Michigan Ave banner campaign

Timeline:

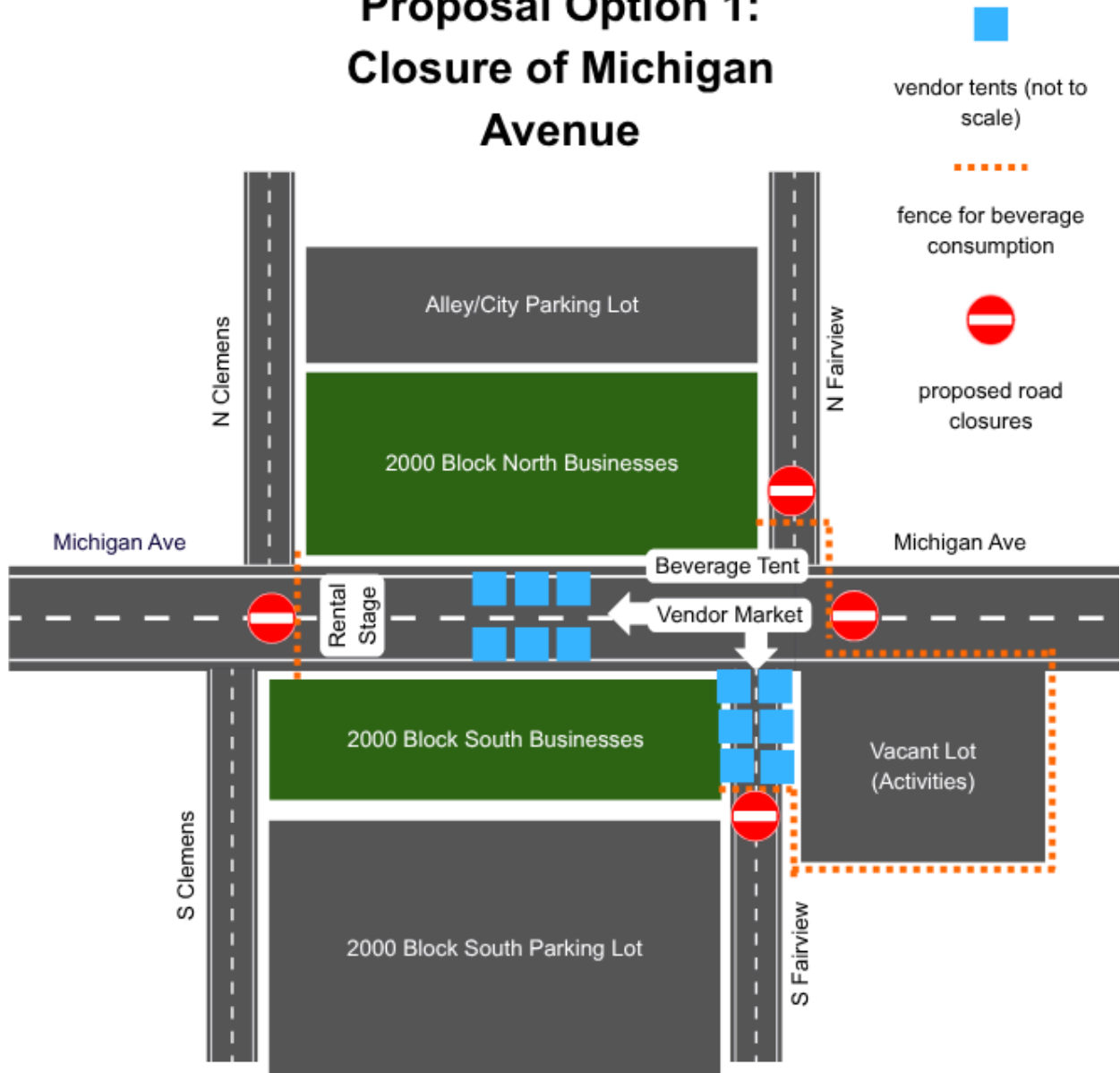
6-8 weeks for delivery of final designs

Pricing:

\$3,000, with \$1,500 deposit

Appendix E: Proposed Event Map

Proposal Option 1: Closure of Michigan Avenue



Proposal Option 2: Closure of N Clemens, N Fairview, City Lot

