Downtown Lansing Inc.

DLI Board Meeting

June 17, 2026 | 12:00 pm
215 S. Washington Square Ste. 100, Lansing, MI 48933

Members Present: J. Estill, J. Hinze, J. Durham, J. Pugh, K. Klein, A. Rusek
Members Absent : J. Flores
Board Advisors Absent : J. Lennon, P. Spadafore
Staff Present: C. Edgerly, K. Litwin
Guests Present: Jake Brower, City of Lansing

Minutes

1. Call to Order: Meeting called to order at 12:07 a.m. by J. Estill

2. Citizen's Comments (items not on the agenda): None

3. Correspondence: None that don't pertain to agenda items below.

4. Consent Agenda Approvals

- June 17, 2026
- Minutes from April 9, 2026 Meeting
- Committee Reports
- Monthly Financials – J. Durham

Motion by A. Rusek to approve consent agenda. Second by J. Durham

5. Old Town Updates:

Business Updates: J. Hinze shared information about the new candy shop coming to Old Town as well as the upcoming Roper Romp and Pride. C. Edgerly and J. Lenon have been working with the City on parking changes that were proposed and approved by City Council. Those will be fully implemented in July.

6. City Budget Discussion - DLI Budget Adjustments: Jake Brower

Brower reported on budget line items that were proposed to Council outside of what the DLI board had already reviewed and approved. The included City expenditures for Property Maintenance and IT increased expenses are reflected on spreadsheets provided by J. Brower. Property Maintenance Allocation is an all-new line item this year. J. Brower shared that the FY 25 numbers were used as the basis for allocation/overhead charge, as they are throughout all City departments. Based on his information all DLI charges are within the amount of support being received. C. Edgerly asked about several line items and commented on the $85,000 General Fund transfer - clarifying how DLI provides maintenance for City owned properties and public spaces located within PSD District A, and the General Fund transfer doesn't fully cover that cost. Also, DLI pays for road closures related to our events, so this would count as a potential double charge. When we moved, we paid those costs via a City IDV. Board members asked why other neighborhoods aren't charged for maintenance when DLI pays for their own maintenance. What portion of those costs come to city? J. Estill asked why we are paying city building costs when DLI pays private rent. Allocation does not make sense. Brower stated he would address and requested an email explaining. Is there room for change in this budget - Brower stated we have until June 30, 2027, to figure out and be able to reverse charges. Estill clarified we have until next year to work on what services we are being charged for but not utilizing. Edgerly asked about IT charges and asked Brower to review reasons for such an increase: J. Brower explaoned decrease oininternal reserves and the end of discounts/increase in software costs being shared and other increase in IT experience. This is shared across the board. Rusek asked about the network charge. Brower stated it was for set-up of IT services in our current office space. C. Edgerly explained that cost was already charged last year. Brower explained that this will be an annual charge.

J. Estill asked what we paid the City last year and why the jump? Brower stated again it's software (Microsoft and others) increasing a market wide. Is this a share of use charge? BS&A and assessment billing.

K. Litwin asked if grant income is gone and this is a percentage of our revenue – the IT charge alone accounts for a huge percentage of our overall budget. Brower explained as a Charge for services provided - remedy could be cost comparing outside service providers then DLI could handle own budget but would then be responsible for all aspects. K. Klein questioned the usage and reducing under miscellaneous operating: What is the impact of that? What programs does that impact and board reviewed. Brower asked Edgerly email him that information to break down the expense. Calculations under line item 956000.

Motion to accept budget as presented for 2027 with ongoing discussion on property maintenance and IT allocations by J. Estill. 2nd by Rusek. Motion approved.

7. Internal Reports:

- **Director's Report:** C. Edgerly provided an update on increased communications from business owners related to increase in violent activity in their areas. Requesting DLI involvement with City. DLI sent out a request for City leadership, public safety and social service agencies to meet with businesses, residents, and property owners for a collaborative meeting to discover solutions. Backus and Mayor have responded. Concerns and experiences are ongoing - last two months noticed change. K. Klein expressed that with the Nest coming online they've seen the shift - problem not solved, just moved. J. Pugh expressed River trail issues and those not necessarily being tied to geographic issue with shelters. Old Town expressed same issues. Edgerly indicated we need to make sure we bring a group together and. A. Rusek expressed at their firm they experience people trying to get in and drug use visibly happening - woman held against her will. J. Durham indicated they believe people have been sleeping in their building overnight. Litwin said same is happening in Knapps building. Estill expressed this is beyond our mission and scope to solve solely, and many communities and neighborhoods are facing similar challenges across our state and in other states. Edgerly indicated we will continue to work and collaborate with our neighbors and other businesses. Durham expressed she was in a focus group and one thing compounding is lack of people in the area. Also that there has been work towards being compassionate but not to call police - perhaps publish non-emergency line/app report, not including just trash or 311 - all of which gets recorded. DLI staff shared they regularly communicate with merchants and will send out a meeting invite once a date is confirmed via Merchant news, direct email, etc. Asked all board members share with friends and co-workers.

  C. Edgerly shared the following two important dates included in the Directors Report: Legendary Women of Lansing fundraiser June 24 from 5:30 to 8:00pm at La Fille Gallery. The Evening of Excellence will be held September 3rd at the View at 5:00 followed by a Lugnuts game at 7:05 p.m.

- **President's Report:** Before July board meeting will receive review for Edgerly coming from Estill. Props to DLI staff who have been advocating on behalf of business district and customers for the

15 minute free parking. Welcoming city workers back on July 1.

8. Action/Discussion Items:

- City parking Changes: 15 minutes free beginning July 1st in downtown and Old Town. Enforcement hours will be shortened to 9:00 a.m.-5:00 p.m. on weekdays. Weekends are still free. For Longer stays downtown or anywhere where there is street parking – customers and guests can now extend their stay past the 2 hours at graduated rates.

- Board seats: The DLI Board currently has 2 open seats. Two board member applications have been received by the City. One potential board member is a current downtown business owners currently going through the vetting process. The 2nd applicant works at Dykema. His application will not be moving forward as Dykema is located just outside of the PSD boundaries. Kevin from Grewal Hall may be interested. Another recommendation made included Shawn Elliott and Jason from the Lansing Public Media Center - Jason suggested by Estill.

- Downtown After 5: This is a new promotion aimed and driving customers and sales to Downtown businesses after 5:00 p.m. Held the third Thursday of the month and building off Live Music Thursdays at Nelson Gallery, as well as the Grand Music Series held along the riverfront. Please stay after your work day today, support at least one participating business and provide feedback to Mario and Jenea.

- Public Space and Tenant Improvement Updates with Grant Funding: J. Estill reviewed past grant and what monies are currently available. The Board and Business Development also reviewed the remaining funds and how best to expend these. Some feedback included making it clear that this program is open up to existing businesses. Should this move from a 50/50 reimbursement program to one that can offer an option to pay contractors directly? Discussion and thoughts shared about how to promote the grant and its awardees. Rusek suggested making green/energy efficient possibilities as a higher scoring. C. Edgerly and K. Litwin also shared that with updated we can look at prioritizing properties where they are willing and actively trying to fill spaces with viable tenants and working with LEDC. Either way the board would like a strategic approach to this grant. The existing grant information and application is currently available on the website. Grants are available on a rolling basis until funds are expended. Board asked for staff to make edits to the existing grant, share with Executive Committee for review, and then have a final updated version ready for the full board to review and discuss at the July Board meeting.

  The board also discussed the LEO Talent Improvement Grant and public space improvement line item. Is it enough for Artery Allery? Staff shared that it may not necessarily be enough for all the light installations. When it comes to cost estimates, especially repaving, this may be tacked onto existing CSO work.

9. New Business: None.

10. Closed session: Motion to enter into closed session by J. Estill to discuss ongoing lawsuit. Second by J. Durham. Roll call vote was taken and motion passed to enter into closed session to hear updates regarding lawsuit with former business Neva Lee's.

11. Motion to Adjourn: Motion to adjourn at 1:16 by J. Estil. 2nd by A. Rusek. Motion passed unanimously.