DOWNTOWN
LANSING INC.

<u>DLI Board Meeting – April 14, 2022 – 11:30 a.m.</u>
DLI Office
112 S. Washington Square
Lansing, MI 48933

Present: A. Willis, J.V. Anderton, J. Estill, J. Tischler, T. Benoit,
Staff: W. Roberts, J. Reinhardt, and C. Edgerly
Board Advisor: R. Doran-Brockway
Not Present: S. Schriner, K. Dorshimer, C. Zarkovich, P. Spitzley

April Meeting Minutes

I. **Call to Order:** Meeting called to order at 11:30 a.m. by A. Willis

II. **Citizen's Comments:** None

III. **Guest:** - Guest Sharon Woods from LandUse USA met for the first time with the entire DLI Board. Sharon and her team are leading the CMA contract for DLI. Sharon led the Board through an exercise to map out boundaries for Downtown's research and study area, while also asking for recommendations for where the Old Town and REO Town research boundaries should be. Following this group exercise, Sharon will compile results and provide a recommendation back to the board, along with an updated menu of prices for the CMA Steering Committee to finalize.

IV. **Correspondence:** None

V. **Lake State Update:** Lake State staff provided an update regarding Spring Cleaning. The crew is busy cleaning up the curb-line including all the pebbles and debris that gets pushed around during snow removal. Plant beds will be cleaned up and discussion took place surrounding mulch being added as a "touch-up" across downtown. Board approved an every-other-year plan of mulch. Full loads will be applied next year, with the following year being another 'touch-up' year.

J. Estill recommended a sidewalk audit being conducted by Lake State of areas that really need work. Board approved.

VI. **Consent Agenda Approvals:** Motion to approve and place all consent agenda items on file by J. Tischler. Second by J.V. Anderton.

VII. **Old Town Updates**: Robert share that Old Town celebrated their 25th anniversary as a Main Street community last year, so this year they'll be celebrating as a community. As part of this community-wide celebration, Robert and multiple Old Town businesses will be holding a post-pandemic ribbon cutting celebration May 7th, starting at noon.

VIII. Reports

- **Director Report:** C. Edgerly reviewed the Slotkin proposals included in the packet, along with the addition of the projects that are moving forward with approval from the city. The board reviewed and approved providing letters of support.

C. Edgerly also provided an update about Social District sunsets being removed by the State and then Council, so social districts are here to stay! An update regarding funding from the MEDC was also provided.

- **President's Report:** A. Willis asked for the Board to provide all bylaw edits within the next week. A subcommittee may also be needed to review suggested edits and finalize. J. V. Anderton offered to compile all edits and bring an updated copy of bylaws to the May or June board meeting.

IX. Action/Discussion Items

a. **CMA Contract Geography Discussion & Kick-Off Meeting:** See notes above from Sharon Wood's discussion and group exercise.

b. **DEI Update:** J. Estill and A. Willis shared the next steps, action items, and cost break down from Tedda Hughes. Board discussion took place surrounding the proposal and everyone agrees the pricing and plan is more than fair.

C. Edgerly was asked and J.V. Anderton made a motion to authorize C. Edgerly to negotiate the terms of the contract with Tedda and take the next steps needed for equity work at the June Board meeting. J. Tischler seconded. Motion passed.

c. **State of Downtown Recap & Updates:** A. Willis provided a recap of the State of Downtown meeting. The feedback has been positive and the announcement event was well attended. An advisory/larger steering committee will be needed as we have a number of stakeholders who have expressed interest in being a part of this project. J.V. Anderton also shared his perspective from the event and thought it was tremendous. Future updates to the State of Downtown will take place throughout the year.

d. **LEDC Collocation Recommendation**: K. Dorshimer was unable to attend however C. Edgerly provided an update that the LEDC is still looking at downtown and REO Town locations for their office to move into in July. It is C. Edgerly's recommendation that while it would make sense to have the two offices located closer to one another, co-locating is not recommended at this time as DLI still has a year lease for their space, a year contract with the Middle Village merchants, and our staff can not take on the added responsibility of considering another move or upset to the culture we've established at this time. We'll continue to review and the board can discuss in the future.

e. **City Federal Funding Requests:** The Board reviewed the grant proposals being submitted by the City to Senator Slotkin's office. Board discussion took place and the Board approved sending a letter of support to the City for both of these requested projects.

X. **Other New Business:** J. Tischler brought up the need to have a Capital Landscaping & Tree planting/maintenance plan as part of the City's Capital Improvements Plan. The board discussed and directed C. Edgerly to see if A. Kilpatrick could attend next month's Board meeting to provide an update.

XI. **Adjourn DLI Board Meeting:** Motion by J. Estill, Second by J.V. Anderton to adjourn the DLI April Board meeting at 1:05 pm. Second by J.V. Anderton. Motion Passed.

Ashlee Willis, President	Jen Estill, Vice President
Jim Tischler, Treasurer	Summer Schriner, Secretary
JV Anderton, Past President	Trevor Benoit, Member
Christine Zarkovich, Member	Karl Dorshimer, Member

Board Advisors:
Patricia Spitzley, City Council
Robert Doran-Brockway

WELCOME!
Visitors are invited to attend all meetings of the DLI Board.
If you wish to address the Board, you will be recognized by the President during Citizen's Comments