

**MAYOR'S NEIGHBORHOOD ADVISORY
MEETING MINUTES
LETTS COMMUNITY CENTER
1220 W KALAMAZOO ST, LANSING, MI 48915
THURSDAY, AUGUST 18 @ 5:30 P.M.**

BOARD MEMBERS: **Tina Houghton (Ward 2); Matthias Bell (Ward 4); Paul Wozniak (Ward 2); Courtney Cole (Ward 3); Vacant (Ward 3); Flo Baerren (Ward 2); Tirstan Walters (Ward 1); Brian Baer (Vice-Chair Ward 1); MaryBeth VanHorn (Ward 1); Tracy Winston (Ward 3); Kristi James (Chair Ward 4); Kathreen Francis (Ward 4)**

Absences in bold

CALL TO ORDER: 5:33 P.M. Letts Community Center

1. **ROLL CALL:** See Above- quorum present

2. **ADDITIONS/DELETIONS TO AGENDA:** NA

3. **AGENDA APPROVAL:** Brian moves/Flo 2nds- approved with corrections under new business agenda item which listed the Arts Council Board, should state Arts and Culture Advisory Board.

4. **BOARD MEETING MINUTES**

A. **July 21, 2022:** Tirstan moves/MaryBeth 2nds- approved

5. **NEW BUSINESS**

A. Arts and Culture Advisory Board – Alice Brinkman and Kevin Bonds from the Arts and Culture Advisory shared information about an RFP that will be released soon for sculptors. The advisory board will be fully installed in October.

6. **OLD BUSINESS**

A. 2023 Grant Process – The board finalized the timeline/process for the 2023 Neighborhood Grants.

City of Lansing Neighborhood Grants – Timeline/Process	
Application Open	Saturday, October 1, 2022
October Neighborhood Advisory Board Meeting	Thursday, October 20, 2022
Grant Feedback Session 1	Thursday, November 17, 2022
Grant Feedback Session 2 – Assigned Appointments	Thursday, January 19, 2023
Final Preview with Assigned Appointments	Thursday, February 16, 2023
Grant Applications Due	Friday, March 3, 2023 @ 5pm
All Grant Applicants will be notified	Week of May 15th, 2023
Love Lansing Event - Check Distribution	Wednesday, May 17, 2023
All checks must be picked up or forfeited	Wednesday, May 31, 2023
Grant Extension Request Deadline	Friday, September 8, 2023
Project must be completed	Friday, September 22, 2023
Grant Reports Due	Friday, September 29, 2023

Motion: Brian moved to approve the City of Lansing Neighborhood Grants Timeline/Process recommended by DeLisa Fountain (DNACE Director), seconded by Tirstan. – Approved

The board will review the current grant application and discuss revisions at the next board meeting on Thursday, September 15th.

7. UPDATES

A. Mayor Updates – Capital Area Transportation Authority (CATA) is looking for individuals to volunteer as transit ambassadors. The ambassadors will help Lansing School District students navigate bus routes and schedules. Transit ambassadors will operate throughout the school year and receive a nominal stipend.

- The City of Lansing's Citizens Academy begins Wednesday, September 7th.

B. DNCE Updates –

C. Next meeting Thursday, September 15th

8. STATEMENTS OF CITIZENS

All meetings of the Mayor's Neighborhood Advisory Board shall be open to the public. Those in attendance shall have the opportunity to speak on any issue related to neighborhood services not otherwise on the agenda at the end of the meeting and may speak on any agenda issue during the meeting after board members have had an opportunity to discuss the issue or prior to the board voting on the issue. The Chair may impose a time limit on public comments.

9. ADJOURN: 6:45 Tirstan moves/Kristi 2nds- approved

Approved September 15, 2022