

Board Meeting Minutes

April 11, 2024 | 11:30 am

112 S. Washington Square, Lansing, MI 48933

Board Members: J. Estill, J.V. Anderton, J. Durham, K. Dorshimer, J. Hinze, Jesse Flores, J. Pugh, N. Thompson-Frazier

Board Members Absent: J. Pugh

Board Advisors: Samantha Benson, Jeffrey Brown

Staff: Cathleen Edgerly, Shakayla Voss, Julie Reinhart

Guest: Christie Chiles

1. **Call to Order:** Meeting called to order at 11:37 am by J. Estill
2. **Citizens Comments:** Christie Chiles introduced herself as new Downtown Community Police Officer. Chrisie has been officer for 5 years on north end of Lansing. She is rotating in for Damon.
3. **Correspondence:** None
4. **Consent Agenda:** J.V. Anderton motioned to approve consent agenda. J. Durham seconded. Motion passed unanimously. C. Edgerly pointed out that we are under budget in Design and Public Spaces line item because much of that budget was centered around street reconstruction that is not moving forward this year. We can allocate those funds towards streetscape design and connectivity from our CMA, as well as carry some funds over into next FY.
5. **Old Town Updates:** S. Benson reported on success of Lumberjack Festival and upcoming events. Construction has begun on North Street from Turner to Larch.

C. Edgerly asked about street light issues from discussion at OTCA Board Meeting. S. Benson reported that the outlets are not all working so grant has been requested and working with BWL to get all in working condition. Edgerly suggested working together on it as Downtown has same issues. For reaching out to council members C. Edgerly asked Councilmember Brown who to reach out to for issues or to set-up meetings. Brown indicated councilmembers could be contacted directly and CC Ms. Boak. Or if you email city.council@lansingmi.gov – that goes to every council person. Identify which Ward it's regarding.

6. **Reports:**
 - Director's Report: Edgerly reported State of Downtown is tonight at 5:00 with address starting at 6:00. She will be reporting CDBG to council next week. Keri Tomac has applied for open DLI Board seat. Updated Lease for moving is May 1 and moving out of current space.
 - President's Report Strategic Action Plan: Second Strategic Planning meeting is scheduled for Monday, April 15 at Julie Durham's office. The sub-committee will report back at the June meeting as we'd like our strategic plan updated for the start of the new FY in July. She also reiterated the importance of having the Board attend and support at State of Downtown.
7. **Action/Discussion Items:**
 - Vibrancy and Match on Main Grants: Grants recently awarded or in process of applying for reported on. Match on Main allows for up to 2 businesses to have an application submitted. Application is open currently for businesses.

DLI was also awarded a Vibrancy Grant for mini makeovers for 4 downtown businesses. These businesses are already working with the consultants, and we will have an unveiling event in May. Staff was asked about the possibility of working with the Lansing Public Media Center to collaborate for video showing the makeover process and finished products. Shakayla Zoss shared details about the 23rd unveiling day that will include a Sip and Stroll style event. Zoss to send out calendar invites.

- Middle Village Updates: J. Reinhart reported on Middle Village updates on how set up is going and moving into new atrium space. The new cohort was introduced, and the Grand Opening is planned for May 2. Come to the State of Downtown tonight to view the new space and meet the new cohort participants.
- Capital City Allocation: C. Edgerly introduced a Capital City allocation ask from the state that was developed as a result of regional conversations. This ask includes localized investment with a state-wide benefit (focus on what Lansing means to the entire region). Focused priorities as Lansing's success means to others. Discussion held on SOM office buildings and what those mean as a footprint. Albany, New York has been a successful benefit of a Capital City Allocation.

J. Estill expressed that it would be a recurring request that would help year after year. Document will be used to pitch to state officials.

Parking was addressed by J. Brown and Edgerly reported she's waiting to see what City Parking does with parking study and what they put into effect. Point being- group is needed to break down what will it take for small businesses to be successful in downtown and corridors. What is needed at multiple levels and removing barriers to meet needs.

J. Flores asked about a ballpark estimate for revenue for City. No clear answer yet but estimate around 8.5 million per year based on math provided by K. Dorshimer during the meeting.

Other board members asked about the State's plan from a taxpayer standpoint: Edgerly reported that there is not a clear answer based on State not knowing what to expect. Dorshimer stated they are looking at leasing buildings or selling but nothing is moving quickly.

Path to incentive alignment: Dorshimer stated re-use and private industry changed the scope of downtown from private with an evening crowd to public employees who left after 9-5 when pandemic hit.

- New Tenant Improvement Program: The budget for this new grant program is already allocated based on the State of Michigan \$5Mi allocation. Originally this line item was focused on rehab of buildings and plan was to partner with grants and loans. Based on research across the U.S. and to ensure it's clear when funding is fully expended to meet State grant reporting requirements, the Tenant Improvement Program was developed. The application will go live in July.

8. **Motion to adjourn:** Motion to adjourn at 12:27 pm by J.V. Anderton. Second by N. Thompson-Frazier. Motion passed.