

Executive Summary

Long Range Planning - City Market Development Decisions

Breakdown on specific items and our process for addressing them.

1. MOU
 - a. Status - LEPFA has signed a Memorandum of Understanding with the City of Lansing to design and build the new City Market with final approval of the plan from the Mayor of Lansing.
 - b. What it addresses - The MOU addresses LEPFA's and the City's role in the design, construction and future operation of the New City Market.

2. Events Impacted by the Development
 - a. Chili Cookoff -
 - i. We have already taken steps to prepare for the 2009 Chili Cook-off. Due to the construction of the new City Market, we will be relocating the Cook-off to Adado Riverfront Park.
 - ii. The Date will be June 5, 2009. We have received the SEPA from the parks department.
 - iii. We have already met with LCC and received approval to use their parking and buildings for an evacuation if needed.
 - b. Common Ground
 - i. Plans are underway to relocate the East Stage (City Market Stage) to Shiawassee St., West of Grand Ave. near Fire-station #1. Details are continuing to be worked on and issues relating to parking, power and fencing will be determined in the next 45 days.
 - ii. Fire-Station #1 will be open for business and we will require several streets to be closed and redirected to accommodate the festival.
 - iii. By using the Shiawassee location, it will allow us to continue to have 2 stages and will keep a clear traffic flow between the stages within one fenced in festival.
 - c. Lansing Lugnuts
 - i. Issues relating to parking will continue to be reviewed by the Parking office and LEPFA to continue to develop long term plans for additional parking for all the LEPFA managed facilities.
 - ii. Discussions with the Lugnuts General Manager will continue as the project commences and we will address concerns as they arise.
 - d. Parks Department Events affected:
 - i. Mayors River Walk - June 6th
 - ii. Christian Festival and Walk - September 12th
 - iii. Fall Into Fitness - September 27th - 28th
 - iv. March of Dines Walk - April/May

- v. Child Abuse Prevention Walk - April/may
- vi. Adopt-A-River Cleanups - Spring/Fall
- vii. National MS Walk - May/June
- viii. YMCA 5K - May
- ix. Lansing Area Respite 5K - May
- x. Scleroderma Awareness Day Walk - May/June
- xi. Michigan Running Foundation - June/November
- xii. We are planning a bypass to maintain the open river-walk throughout the construction process.
- xiii. Updates will be provided in weekly meetings with the Parks department on the progress and its effects on events and solutions.

3. Design Process

- a. Studio Intrigue to be selected
 - i. Contract modifications in progress.
 - ii. Timeline - 10/17 is the tentative deadline to have agreement in place
- b. Timeline for project to be provided once Architect begins work on the project
- c. Use of USDA in design and operational assistance
- d. Two (2) Design Charrette's will be held with the Vendors Assoc.
- e. Public Meeting to gain input as designs begin
- f. Parks Board members to be assigned to work with LEPFA long - range planning committee.
- g. Reviewing the possibility of gaining further input at the East Side Neighborhood meetings.
- h. Architect to oversee document development and preparation

4. Bidding Process/PLA

- a. Public Bid Process
- b. Closed Bid Opening
- c. Pre-proposal meeting will be required for all general contractors bidding the project.
- d. All documents will be at regional document production houses for reproduction to ensure everyone can gain access to overall project documents.

5. Business Plan Status

- a. Completion of the overall plan will occur in conjunction with the opening of the new City Market.
- b. Inclusion of Market Study Information in the business plan
- c. Involvement of MSU
 - i. Randy Bell, Jim Bingen, Tom Kalchik and Susan Smalley
 - ii. MSU providing guidance and review of the business plan

- iii. MSU to assist in overhauling operational procedures, org structures and vendor association by-laws.

6. Process

- a. Parks Board to select four (4) individuals to participate in our Long Range Planning meetings.
- b. EDC to provide updates along with Park Board members (at long range planning) at their monthly meetings.
- c. LEPFA to update Council when requested by Committee of the Whole
- d. Council Representatives will be updated at the monthly LEPFA board meeting
- e. This document and progress reports will be placed on the City Market website within seven (7) days of creation on the Updates page.
- f. Additional Design Charette's will be held with the Vendors and a public meeting will be held to gain further public input as we begin to develop further designs for the structure.