



**JOINT LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA) /  
LANSING REGIONAL SMARTZONE (LRSZ)**

**SPECIAL MEETING: SMARTZONE VISION SESSION 3**

**DRAFT MEETING MINUTES**

**Monday, June 8, 2026 | 10:05 a.m.**

Alliance Board Room | 3610 Forest Road, Lansing, MI 48910

**Attendees:** Abigail Tykocki, Traci Riehl, Irene Cahill, Charles Hasemann, Heather Pope, Shay Manawar, Mark Meadows

**Stakeholders:** Jeff Smith

**Staff:** Harrison Leffel-Jones, Jillian Winn

**Facilitators:** Julie Durham, Colleen Gaffney, Jeff Guilfoyle

**Recorded by:** Jillian Winn, Director of the SmartZone

**1. Call to Order & Roll Call**

Chair Tykocki called the Special Meeting of the Lansing Regional SmartZone Joint Local Development Finance Authority (LDFA) to order at 10:05 a.m. The meeting was conducted in accordance with the Open Meetings Act.

Director Winn conducted roll call. A quorum was present.

**Members Present:**

1. Irene Cahill (I)
2. Charles Hasemann (EL)
3. Shay Manawar (L)
4. Mark Meadows (EL)
5. Heather Pope (EL)
6. Traci Riehl (VC - L)
7. Abigail Tykocki (C - EL)

**Members Absent:**

1. Ben Bakken (LCC)
2. Mark Dobson (ELPS)
3. Jon Laing (LSD)
4. Nicole Millsap (LSD)
5. Christian Palasty (ELPS)
6. Dave Washburn (L)

**Representation Key:**

EL = City of East Lansing  
ELPS = East Lansing Public Schools  
I = Ingham County  
L = City of Lansing  
LCC = Lansing Community College  
LSD = Lansing School District

**LDFA Executive Committee:**

C = Chair  
VC = Vice Chair  
T = Treasurer

**A QUORUM WAS PRESENT**

## 2. Adoption of Agenda

**Motion:** Hasemann moved to adopt the agenda as presented.

**Second:** Cahill

**Vote:** Motion Carried (7-0)

## 3. Revenue Projection

Jeff Guilfoyle (PSC) presented a preliminary revenue projection for the SmartZone. Since the last session, PSC gathered updated parcel data from each municipality to estimate revenue over the next 15 years.

- Updated data was received from Meridian Township and projections were shared.
- Projections for East Lansing were estimated based on previously captured parcels. East Lansing is reviewing additional parcels to add.
- Lansing is in the process of reviewing updated parcel data. They are following up with Public Sector Consultants following the meeting.

## 4. Governance Structure

Colleen Gaffney (PSC) presented a proposed governance structure for board discussion. The proposal included a hybrid model consisting of permanent board seats for each municipality and a set of flexible seats that could be allocated based on the level of tax capture or other financial contribution at the time of term renewal. The intent of the flexible seats was to reward financial participation and give municipalities contributing the most funding greater representation on the board.

The group discussed the proposal and reached a general consensus that they did not favor the contribution-triggered seat model. Key points from the discussion included:

- Riehl noted the importance of municipalities having the ability to appoint multiple representatives, such as both an economic development professional and a citizen who can serve as a community advocate.
- Meadows expressed the view that all municipalities should have equal board representation, and was amenable to East Lansing losing a seat if that was necessary to achieve parity.
- Smith advocated for Ingham County to retain a board seat, noting that future shifts toward more local governance structures could make county-level representation important.

## 5. Program Advisory Committee

Gaffney presented establishing a program advisory committee as a way to engage partners whose interests are more closely aligned with programming than with board governance. Proposals included moving public school seats from the board to this committee and adding seats for the Ingham Intermediate School District and entrepreneurs. The committee could also include a subset of board members. The rationale for engaging public schools through a program committee rather than the board is that their primary interest is in providing input on programming that may serve their students, which is better suited to an advisory role. Legislative guidelines will need to be reviewed to assure this update is allowable.

## 6. Municipal Financial Contributions

Pope raised the concept of minimum financial contributions from each municipality as a condition of participation, likening it to table stakes. Contributions could take the form of tax capture or other financial support. The idea was discussed but parameters were not defined and no minimum amount was established. The group acknowledged that a contribution schedule may be appropriate to account for municipalities at different stages, as Meridian Township may not generate any capture for several years after joining.

## 7. Program Administration

Julie Durham (PSC) introduced a discussion on program administration, noting this topic may extend into a future session. Key points from the discussion included:

- Riehl, Meadows, and others advocated that programs should not be limited to delivery within SmartZone parcels. As an example, the East Lansing Community Center is not located within a SmartZone parcel but was identified as a potentially valuable programming location.
- Several expressed support for the ability to deliver programs throughout the region.
- Smith suggested that a useful clarification may be to distinguish between geographic restrictions for operating expenditures (OPEX) versus capital expenditures (CAPEX). Discussion included whether OPEX could be permitted anywhere within Ingham County or potentially the tri-county region, while CAPEX outside SmartZone parcels could be capped at 10% of total capture. Meadows suggested requiring a majority vote from board members representing the municipality with the majority of capture could be a good idea.
- Grants would be limited to businesses with a Michigan-registered address within a SmartZone parcel.

## 8. Public Comment

Chair Tykocki invited public comment. No public comments were received.

## 9. Next Steps

- PSC noted that additional sessions may be needed to further discuss governance structure and continue work on program administration, revenue projections, and the SmartZone vision, name, and marketing. A timeline and plan for next steps will be developed.
- The next regular LDFA board meeting is Wednesday, June 17, 2026 at 8:30 a.m. in the TIC 300 room.

## 10. Adjournment

**Motion:** Riehl moved to adjourn.

**Second:** Cahill

**Vote:** Motion Carried (7-0)

The meeting adjourned at 12:03 p.m.

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**SUBMITTED BY:** Jillian Winn, Director of the SmartZone

**STATUS:** DRAFT