



**JOINT LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)**  
**City of Lansing, City of East Lansing & Ingham County**

**Special Meeting Minutes**

September 28, 2021

Van Camp Incubator, 4942 Dawn Ave, East Lansing, MI 48823

**Attendees:** Luke Hackney, Ben Bakken, Brian McGrain,  
Dave Washburn, Jessie Gregg, Thomas Fehrenbach, Charlie Hasemann

**Staff:** Joe Carr, Jennifer Abood Morris

**Recorded by:** Joe Carr of LEAP

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**Call to Order & Roll Call**

Chair Hackney called the meeting to order at 3:10 PM. Carr conducted roll call.

**Members Present:**

Luke Hackney  
Ben Bakken  
Brian McGrain  
Jessie Gregg  
Thomas Fehrenbach  
David Washburn  
Charles Hasemann

**Members Absent:**

Derrell Slaughter  
James Tischler

**Approval of LDFA Meeting Minutes for June 30, 2021**

Fehrenbach requested amendments to the minutes related to language around adopting and approval.

**MOTION:** Luke Hackney moved, seconded by Tom Fehrenbach, to approve the LDFA meeting minutes of June 30, 2021 as amended. All in Favor. Motion passed unanimously.

**Approval of LDFA Financials**

**MOTION:** Luke Hackney moved, seconded by Mayor Jessie Gregg, to approve the draft LDFA financials of June 30, 2021 as presented. All in Favor. Motion passed unanimously.

**LDFA/LEAP 2021-2024 Staff Contract**

Joe Carr provided an explanation of the contract highlighting the primary responsibilities and reporting provided by LEAP related to SmartZone activity. Bakken asked for clarification of who this staff person would answer to. Additional details around the cost of benefits and the source of funds for equipment and office space was requested. An overlap in the activities and responsibilities was noted between the staff contract and the LEAP services contract and with other partners. Fehrenbach noted this position should serve as a convening of the community, MSU and additional resources. Regarding the types of businesses that can be served by the SmartZone Fehrenbach noted that support is limited to high-tech businesses. More explicit language regarding the terms of the services was requested. McGrain noted that there should be some administrative fee from LEAP for conducting the hiring process.

**MOTION:** Fehrenbach moved with amendments, seconded by Luke Hackney, to approve the LDFA/LEAP SmartZone staff contract as amended.

Discussion ensued. Motion withdrawn from Fehrenbach. Board outlined additional information to be implemented into contract.

#### ❑ **UCRP TIC management contract**

**MOTION:** Fehrenbach moved, seconded by Ben Bakken, to recuse Dave Washburn. All in Favor. Motion passed unanimously.

Allum presented contract. Bakken noted the change to the formula and item E is new. Hasemann inquired regarding a spending limit.

**MOTION:** Ben Bakken moved, seconded by Luke Hackney, to approve the UCRP TIC management contract as presented. All in Favor. Motion passed unanimously.

#### ❑ **TIF renewal timeline**

Carr reported updates regarding the TIF renewal process. Bakken asked for clarification of dates. Fehrenbach explained the statute and capture dates.

#### ❑ **Technology Innovation Center (TIC) Updates**

Smith noted vacancy numbers high in the TIC however it is offset by virtual tenants. In good shape for fiscal year, continue to promote, pipeline has never been better. Plenty of marketing opportunities. No more printed marketing materials available. Consider adding market dollars to future budget for SmartZone and TIC.

Gregg discussed marketing strategies moving forward. Hackney noted that virtual tenants could be a good focus.

Smith discussed common equipment that is valued by prospective tenants. Some longstanding tenants even downsizing. Washburn questioned the need for a separate website. Gregg asked about the branding of the TIC and noted marketing could be the responsibility of the new staff. McGrain asked if there is an alumni network or returning customers. Fehrenbach noted the need to make it as active as possible and make it geared towards entrepreneurs. Gregg asked about referrals from current tenants.

- **Adjournment:** There being no further business before the Commission, Chair Hackney adjourned the meeting at 4:33 PM.

Respectfully Submitted,

**Joe Carr**  
Vice President, Entrepreneurship & Innovation Team  
Lansing Economic Area Partnership (LEAP)