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CITY OF KALAMAZOO  
LOCAL DEVELOPMENT FINANCE AUTHORITY  
Wednesday, September 14, 2005 - 7:30 a.m. • Southwest Michigan Innovation Center

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MEMBERS PRESENT: Jerri Barnett-Moore; Richard Barron; Grady Biby\*; Sandra Cochrane; Michael Collins; Kenneth Harnden; Alexander Lee; Jim Marquardt; Bob Miller

MEMBERS ABSENT: Cindy Douglas; Laura Kayser; Ann Paulson

CITY COMMISSIONERS/CITY STAFF PRESENT: Jerome Kisscorni (Assistant City Manager); John Kneas (Assistant City Attorney); Tonya Sloan (Administrative Secretary)

Meeting was called to order at 7:32 a.m. by Chairperson Collins

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**APPROVAL OF AGENDA:** Mr. Barron moved approval of the agenda; supported by Mr. Marquardt. Motion approved by voice vote unanimously.

**ELECTION OF BOARD OFFICERS:** Mr. Collins indicated that the Nominating Committee met and recommends that Ms. Barnett-Moore be elected chairperson, Mr. Marquardt be elected vice-chairperson, and Mr. Miller be elected secretary/treasurer. All of the nominated individuals have agreed to serve in those roles. **Mr. Barron moved approval of the board officers as proposed; supported by Mr. Harnden. Motion approved by voice vote unanimously.**

\* Mr. Biby joined the meeting at 7:36 a.m.

Ms. Barnett-Moore assumed control of the meeting.

**ACKNOWLEDGEMENT OF CONFLICT OF INTEREST POLICY:** Ms. Barnett-Moore indicated that the conflict of interest policy was included in the board members' packets. An acknowledgement was circulated for each board member's signature.

**APPROVAL OF THE MINUTES OF APRIL 13, 2005:** Mr. Miller moved approval of the minutes; supported by Mr. Collins. Motion approved by voice vote unanimously.

**PRESENTATION FROM TEKNA:** Mr. Kisscorni introduced Chris and Claire Eager from Tekna, a company which will soon be moving into the BTR park. Mr. Eager indicated that the company was started in 1988 and does conceptual front-end industrial design and manufacturing work. They are the largest outside consulting group used by Stryker for product design. Because Tekna will be the first company in the park that does hard product design work, they will have a good opportunity to work with other companies within the park. Ms. Barnett-Moore thanked the Eagers for their presentation, and welcomed them to the park.

**APPROVAL OF FINANCIAL STATEMENTS FOR THE PERIOD ENDING JUNE 30, 2005:** Mr. Kisscorni outlined the activity during the period. Ms. Cochrane moved approval of the financial statements; supported by Mr. Barron. Motion approved by voice vote unanimously.

## NEW BUSINESS

**ADOPTION OF THE REVISED 2005 LDFA BUDGET:** Mr. Kisscorni stated that the board approved the revised budget in April and the City Commission has now adopted it. The final step in the process is for the board to adopt the revised budget. Ms. Cochrane moved adoption of the revised 2005 budget; supported by Mr. Marquardt. Motion approved by roll call vote unanimously.

**2006 BUDGET PROCESS:** Mr. Kisscorni indicated that city staff is currently working to determine the expected LDFA revenues for 2006. Once he has received that information, he will meet with the Executive Committee to develop the 2006 budget. He would like to present that budget to the board for approval in October.

## OLD BUSINESS

**UPDATE ON SMIC LOAN:** Mr. Kisscorni stated that the last of four payments for a \$1 million loan to the Southwest Michigan Innovation Center was made this year. Mr. Miller indicated that he was recently copied on a communication from Dr. Bailey which provided a one-page analysis of the economic impact of the companies in the Innovation Center. He will ask for Dr. Bailey's permission to share that with the board, and then would like it to be sent to the City Commission. It provides a compelling statement as to what the loan has done.

## COMMUNICATIONS & ANNOUNCEMENTS

**UPDATE ON SMIC:** Ms. Cochrane reported that there were 88 employees working in the center in July, not including numerous contractors and on-call personnel. Actives International will be leaving the center because they are doing so well that a new facility has been built for them in New Jersey and they have been called back there. Their lab space has already been re-rented to another company. The other companies are all doing well and none of them are in danger of failing at this point. Two new companies are considering locating in the center. If they do, the center will be completely full.

**UPDATE ON BTR PARK ACTIVITIES:** Mr. Miller stated that in addition to Tekna's location in the park, SME will be building a 10,000 square-foot building on Tech Circle. They will begin with 16 full-time employees. The park will then have 28 companies with over 500 employees and the soccer fields will be basically all that is left to be developed.

The meeting as adjourned at 8:20 a.m.

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Tonya Sloan, Recording Secretary

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Jerri Barnett-Moore, Chairperson