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CITY OF KALAMAZOO  
LOCAL DEVELOPMENT FINANCE AUTHORITY  
Wednesday, October 8, 2003 - 7:30 a.m. • 3rd Floor Conference Room, City Hall

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MEMBERS PRESENT: Richard Barron; Grady Biby\*\*; Sandra Cochrane; Michael Collins; Barbara Gordon; Kenneth Harnden; Laura Kayser\*; Alexander Lee; Bob Miller

MEMBERS ABSENT: Jerri Barnett-Moore; Jim Marquardt

CITY COMMISSIONERS/CITY STAFF/CITIZENS PRESENT: Jerome Kisscorni (Assistant City Manager); Rick Goff (Neighborhood & Economic Development Manager); John Kneas (Assistant City Attorney); Jill Bland (Southwest Michigan First); Jenny L. Harris (Administrative Secretary)

Meeting was called to order at 7:35 a.m. by Chairperson Collins

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

APPROVAL OF THE MINUTES OF AUGUST 13, 2003: Mr. Barron moved approval of the minutes; supported by Mr. Miller. Motion approved by voice vote unanimously.

\* Ms. Kayser joined the meeting at 7:38 a.m.

\*\* Mr. Biby joined the meeting at 7:40 a.m.

### NEW BUSINESS

UPDATE ON THE INNOVATION CENTER: Ms. Bland and Ms. Cochrane gave a synopsis on the Southwest Michigan Innovation Center (SMIC). With a collaborative effort/vision between the City, County, State, private dollars, and Western Michigan University, SMIC opened in July, 2003. Fifty percent of space in SMIC has been committed. Five or six Pfizer companies occupy space at SMIC. Presently, Pfizer is donating supplies and equipment, consulting services, and is partnering with two other companies. SMF continues to look for funds through the Federal and State, WMU and partnerships with outside companies. The University, private sector, and businesses with state-of-art technologies have put SMIC and Kalamazoo on a *National recognition level*. There were several compliments from board members regarding SMIC and its successful outcome. The ribbon cutting ceremony will be October 23, 2003.

APPROVAL TO FORWARD TO THE CITY COMMISSION PROPOSED 2004 LDFA BUDGET: Mr. Kisscorni reviewed with the Board the proposed LDFA budget. The LDFA budget is a result of the BTR being the most successful technology park in the state of Michigan. Projections in the budget go through year 2016, with confidence that the 2004 budget will meet projections. The proposed budget will be submitted to the City Commission for their review and approval, then for a formal approval by the LDFA Board. Ms. Gordon moved to recommend the LDFA budget be transferred to the City Commission, supported by Mr. Miller. Motion approved by roll call vote unanimously.

**UPDATE ON LDFA ADMINISTRATIVE CHANGES:** Mr. Kisscorni informed the board that he has been assigned the responsibilities of LDFA. Ms. Harris, Executive Secretary for Mr. Kisscorni, will be taking on the responsibilities of Recording Secretary replacing Tonya Sloan. Mr. Goff will continue to be the contact person for Economic Development along with Assistant City Attorney John Kneas for legal consulting.

**BOARD UPDATE ON THE CITY OF KALAMAZOO DEVELOPMENT CENTER:** Mr. Kisscorni announced that the City has combined the Community Planning & Development Department with the Economic Development & Business Assistance Department in a new location at 445 W. Michigan Ave. Citizens will have all of their Planning, Neighborhood and Economic Inspection needs serviced from one location. The first transition move took place on September 15, 2003. The second phase of moving will be on October 15. The City Attorney's Office located at 234 W. Cedar will be moving to the 3<sup>rd</sup> floor of City Hall and the Cedar Street building will be vacated. The new Development Center open house will be October 27, 2003. Ms. Gordon requested updated business phone numbers for City staff if they have changed.

**VOLUNTEER RECOGNITION:** Mr. Collins stated that the City is asking for the Board's input and ideas on ways to reward citizens who volunteer their time to the City of Kalamazoo. Mr. Kisscorni described past recognition events. Ms. Gordon commented that she liked the informality of the "dinner" events. Mr. Lee stated that he has received positive feedback from the volunteers listing their names in a local paper. Mr. Miller expressed his idea of treating the volunteers to a Kalamazoo Kings baseball game or an informal event, one that supports the City of Kalamazoo. Board members were asked to contact Ms. Harris or Mr. Kisscorni at 337-8043 if they had other suggestions.

#### **DIRECTORS' COMMENTS**

Mr. Lee shared that the Kalamazoo Public Schools (KPS) has brought \$1 million dollars of Federal funds into the community with Pre-kindergarten Literary Initiative, and there may be funds to develop programming in the Oakwood School. KPS was the first school system in the state of Michigan to obtain Magnet dollars. Mr. Lee believes what is needed, now, is a Health Sciences Elementary Magnet. Ms. Cochrane stated she had conversations with the Milwood School regarding their grant and how the Innovation Center may be able to assist them.

Ms. Gordon commented on Economic Development's web site, that it was well done and helpful. Mr. Goff stated that they are continuing to make improvements to the website and some applications will be digitalized.

Mr. Miller commented that WMU testified at a subcommittee in Lansing on MEDC and the Life Science corridor. WMU talked about MEDC's partnership with the SmartZone and LDFA. Mr. Miller also had a meeting with all of the entities from the BTR Park that would be looking to expand their tenant base, looking at an opportunity for a group marketing initiative out-of-state. The opening of the BTR Park has put the advanced engineering component on a National level.

The meeting was adjourned at 8:35 a.m.

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Jenny L. Harris, Recording Secretary

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Michael Collins, Chairperson