

Agenda

Economic Development Corporation

Board of Directors

City of Kalamazoo



Thursday, October 19, 2023

7:45 AM

CPED Main Conference Room - 245 N. Rose Street, Suite 100

A. CALL TO ORDER/ROLL CALL

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the meeting of the Economic Development Corporation on September 21, 2023 (**Action: Motion to Approve. Voice Vote**).

D. PUBLIC COMMENTS

E. DIRECTORS' COMMENTS

F. NEW BUSINESS

1. Approval of a recommendation to the City Clerk to Approve the 2-year renewal of the Adult Use Retail Marijuana Business Permit for Green Bronco, LLC DBA Mint Cannabis (**Action: Approval of a recommendation to the City Clerk to Approve the 2-year renewal of the Adult Use Retail Marijuana Business Permit for Green Bronco, LLC DBA Mint Cannabis) - Roll Call Vote**
2. Approval of a recommendation to the City Clerk a 90-day probationary approval of the Medical Grower Class C and Adult Use Grower Class C Marijuana Business Permit for The Woods Cultivation LLC DBA AHKI Canna (**Action: Approval of a recommendation to the City Clerk a 90-Day probationary approval of the Medical Grower Class C and Adult Use Grower Class C Marijuana Business Permit for The Woods Cultivation LLC DBA AHKI Canna) - Roll Call Vote**
3. 2024 Budget Approval (**Action: Approve 2024 EDC Budget**)

G. UNFINISHED BUSINESS

H. COMMUNICATIONS AND ANNOUNCEMENTS

I. STAFF REPORTS AND UPDATES

J. ADJOURNMENT

CITY OF KALAMAZOO
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
Thursday, September 21, 2023
Community Planning and Economic Development
245 N. Rose Street, Kalamazoo, MI 49007

MEMBERS PRESENT: Rachel Bair; Sharon Ferraro; Kyle Gulau; Kevan Hess; Lucas Middleton; Jason Novotny; Nathan Bolton; Torean Greeley; Andrew Schipper

MEMBERS ABSENT: Michael Gurnee; Qianna Decker

CITY STAFF PRESENT: Jamie McCarthy (Sustainable Development Coordinator); PJ Thuringer (Economic Development Supervisor); John Weiss (Attorney, Dickinson Wright); David Stegink (Fishbeck, Consultant); Jared Chambers (Business Specialist); Heidi Gartley (Brownfield Project Assistant)

Meeting was called to order at 7:46 AM by Chair Bolton.

MOTION TO EXCUSE ABSENT MEMBERS: Director Novotny moved to excuse absent members; seconded by Director Hess. Motion approved by voice vote unanimously.

APPROVAL OF AGENDA: Director Ferraro moved the approval of the agenda as presented; seconded by Director Greeley. Motion approved by voice vote unanimously.

APPROVAL OF MINUTES: Director Middleton moved the approval of the minutes from the meeting of August 17, 2023; seconded by Director Gulau. Motion approved by voice vote unanimously.

PUBLIC COMMENTS

None.

DIRECTORS' COMMENTS

None.

NEW BUSINESS

1. Approval of a recommendation to the City Clerk to Approve the 2-year renewal of the Medical Provisioning and Adult Use Retailer Permits to Green Sunrise LLC DBA Lume Cannabis Co.

Mr. Thuringer gave a presentation on Green Sunrise LLC DBA Lume Cannabis Co, as found in the agenda packet. A favorable recommendation is given by staff and the Cannabis Committee. Lume representatives Sherry Fox and Samantha Fernandez were present.

Ms. Fernandez, store manager, thanked board for having them. Being from Kalamazoo, she expressed her love for the community and excitement to see what the cannabis industry can do for the community as a whole.

Director Ferraro moved approval of a recommendation to the City Clerk to approve the 2-year renewal of the Medical Provisioning and Adult Use Retailer Permits to Green Sunrise LLC DBA Lume Cannabis Co; seconded by Director Greeley.

A roll call vote was taken, and the motion passed unanimously.

2. Approval of a recommendation to the City Clerk to Approve the 1-year renewal of the Adult Use Retailer Permit to Kalamazoo Gallery Inc DBA Herbana.

Mr. Thuringer gave a presentation on Kalamazoo Gallery Inc DBA Herbana, as found in the agenda packet. A favorable recommendation is given by staff and the Cannabis Committee. Herbana representatives Caitlin McLeod and Al Moroz were present.

Ms. McLeod, general manager, thanked the board for having them and talked about her experience as general manager in the past year. Mr. Moroz thanked city Business Specialist, Jared Chambers, for his assistance.

Director Hess moved approval of a recommendation to the City Clerk to approve the 1-year renewal of the Adult Use Retailer Permit to Kalamazoo Gallery Inc DBA Herbana; seconded by Director Middleton.

A roll call vote was taken, and the motion passed unanimously.

3. EDC Loan Policy (Amending of the approved EDC Loan Process).

Mr. Thuringer shared following internal discussion, an amendment is being made to give City Commission final approval for all EDC loans. The EDC board will make recommendations for approvals.

Director Schipper moved approval of updated EDC Loan Policy; seconded by Director Greeley.

A roll call vote was taken, and the motion passed unanimously.

4. Approval of a recommendation to the City Commission to Approve the EDC Economic Initiative Fund Loan for 215 EM Partners LLC.

Mr. Thuringer shared background information about the project and loan, as found in the agenda packet. He hopes to take this before City Commission on October 16, 2023.

Mr. Joe Agostinelli shared this location is where Barrio Tacos + Tequila + Whiskey will be moving into.

Director Bair asked if there are any updates to the plans for the second floor.

Mr. Agostinelli shared there is nothing new that has been finalized.

Director Ferraro moved approval of a recommendation to the City Commission to Approve the EDC Economic Initiative Fund Loan for 215 EM Partners LLC; seconded by Director Novotny.

A roll call vote was taken, and the motion passed unanimously.

5. Approval to hold the EDC/BRA Annual Meeting during the scheduled board meeting in December 2023.

Mr. Thuringer shared staff wants to push the meeting to December, rather than September as they bylaws state, because they have not discussed who will be chair next year and budgets have not been brought forward to the board yet.

Director Bolton asked if the change was only for 2023 or if the change was for every year moving forward.

Ms. McCarthy clarified they would want to change the bylaws if it were for every year moving forward, so this approval is only for the 2023 year.

Director Ferraro moved approval to hold the EDC/BRA Annual Meeting during the scheduled board meeting in December 2023; seconded by Director Bair.

A roll call vote was taken, and the motion passed unanimously.

UNFINISHED BUSINESS

1. Approval of a recommendation to the City Clerk to approve the 1-year renewal of the adult Use Retail Marijuana Business Permit for 2233 N Burdick Inc.

Mr. Thuringer shared that 2233 N Burdick Inc completed their zoning and fire inspection on September 7, 2023.

Director Middleton moved approval of a recommendation to the City Clerk to approve the 1-year renewal of the adult Use Retail Marijuana Business Permit for 2233 N Burdick Inc; seconded by Director Hess.

A roll call vote was taken, and the motion passed unanimously.

COMMUNICATIONS AND ANNOUNCEMENTS

None.

STAFF REPORTS AND UPDATES

None.

ADJOURNMENT: Meeting was adjourned at 8:05 AM by Chair Bolton.

Signature

Name/Title

Signature

Name/Title

INTER-OFFICE MEMO

To: The Economic Development Corporation Board of Directors

From: Paul Thuringer, Economic Development Supervisor
Jared Chambers, Business Specialist

Date: October 17, 2023

Re: Adult Use Retail Permit Renewal for Green Bronco, LLC (DBA Mint Cannabis)

The City Clerk's Office has requested that the Economic Development Corporation (EDC) Board of Directors evaluate the *Marihuana Facility Permit Renewal Application* submitted by: Green Bronco, LLC for its facility at 730 E. Cork St. and that the EDC Board provide a recommendation regarding the renewal of this permit. The City Operating Permit, issued on October 9, 2022, is scheduled to expire on October 31, 2023, and must be renewed before its expiration for the facility to continue operating. The applicant has submitted the required renewal application and the annual permit fee. Below is the ordinance language that describes the specific role and responsibilities of the EDC in this process:

§ 20B-12

C. In determining whether to grant a renewal of a permit, the members of the City's Economic Development Corporation board will evaluate the permit holder's compliance with the statements it provided with its initial application and submission with its request for renewal of the following information:

1. The Staffing plan for the business which describes the actual number of employees, including the number and type of jobs that the facility has created, and the amount and type of compensation (including benefits) paid for such jobs;
 - Mint Cannabis employs 11 full-time staff.
 - 4 Budtenders earning \$29,120 - \$37,440.
 - 2 Team Support Budtenders (1 female) earning \$33,280 - 37,440.
 - 3 Retail Leads (1 female) earning \$37,440 - \$39,520.
 - 1 BOH Lead/Receiver earning \$37,440 - \$39,520.
 - 1 (Female) Manager earning \$52,000 - \$62,400.
 - All employees receive health insurance. They offer employee discounts to all staff, including a sample program. Management/leadership gets an opportunity to receive bonuses, and employees also receive holiday pay for some holidays.
2. An explanation, with supporting factual data, of the economic benefits to the City and the job creation for local residents achieved by the business, results of efforts for community outreach and worker training programs;
 - They have hired 44 employees in the past year, some of them were hired and trained at this Kalamazoo location and then transferred to new stores.
 - Loaves and Fishes – Food drives throughout the year and during the holiday season.
 - All Creatures Deserving – Set up a table at their event and collected donations.

- Art Hop Dispensary Sponsor – Bi-monthly community event.
 - Adopt a family program – Thanksgiving dinners and \$250 gift card to 3 families.
 - \$500 donation to the Michigan Arts & Music Resource Collaborative in the Edison Neighborhood for their Punk Rock Pot Roast community event.
 - \$2,000 donation to the Edison Neighborhood Association for the quarterly Washington Avenue Art Crawl event.
3. An explanation, with supporting factual data, of the efforts and success achieved by the social equity plan of the business to promote and encourage participation in the marihuana industry by local residents that have been disproportionately impacted by marihuana prohibition and enforcement, and the positive impact of the social equity plan on local residents;
- Mint has worked with many diverse suppliers in Kalamazoo.
 - Manifold Art Studio - \$1,000 for custom screen-printed t-shirts.
 - Sounds of the Zoo - \$2,500 to sponsor a free community music festival.
 - The Xperience – Kim Guess.
 - \$500 Sponsorship for Beats on Bates.
 - \$5,000 to hire her team to put on their annual holiday party.
 - Designated local Landscaper – Roger Freas.
 - Certified Grind – \$250 per event to Local DJ.
 - Maintenance Service - \$20/hr to Edison Neighborhood resident Matt Schmitt, Owner of Wax Factory – Founder of MI AMRC.
 - S.Ren.Edi – Nyrie Cornelius – 10-minute massages \$25/hr & \$25/hr in-store credit.
 - \$1,199 donation to the Veterans Project and making plans to conduct cannabis education events for veterans at local American Legions.
 - Peach Pit Comedy Club - \$250 donation to Zero Day, Inc., a veteran's services organization.
4. A statement that the business is not in default to the City for any property tax, special assessment, utility charges, fines, fees, or other financial obligation owed to the City;
- They are in good standing with the City.
5. A statement that the hiring and public accommodation practices of the facility conform to the City's Nondiscrimination Ordinance provisions and documentation of the total number of employees broken out by managerial and operational employees, number of women, and number of minority employees and number of employees disproportionately impacted by marihuana prohibition and enforcement.
- Their facility conforms to the City's Nondiscrimination Ordinance provisions.
 - Currently there are 2 minority employees, 4 women, and 3 of the women are in management positions.
 - Overall, in the past year, 18 people hired have been female, 8 were promoted to leadership positions. 11 hires have been minorities, and 8 held managerial positions during their time of employment.
6. A statement, with supporting documentation, providing answers to the following questions:
- a. How many City residents do you currently employ?
- 9 out of the 11 employees live in the City.

- b. How many current employees reside in Census Tracts 1 (Eastside); 9, 10 (Edison), and/or 2.02,3 (Northside)?
 - 1 employee resides in the Edison Neighborhood.
 - 3 employee resides in the Northside Neighborhood.
 - c. What is your plan to employ residents of the identified census tracts?
 - They joined the Edison Neighborhood Association as an organization member. They have sponsored and helped coordinate quarterly community events in the Edison neighborhood. They have hired several employees who live in these neighborhoods. They also hired a Brand Ambassador, born and raised on the Northside. They hire local vendors (DJs, food trucks, printing, retail, and other small businesses) to set up at their events. They hire local handymen to complete projects in-store.
 - d. How many of your employees have prior marihuana convictions (excepting a conviction for delivery or distribution to a minor)?
 - 1 employee has a prior marihuana conviction.
 - e. What is your plan for employees with a prior marihuana conviction to move up within your business and/or the marihuana industry?
 - They have semi-annual evaluations to allow current employees to discuss strengths and opportunities, setting goals to move up or earn higher wages.
7. Proof that the marihuana business has received recognition and maintains the status as a Silver Level Social Equity All-Star or better with the Michigan Cannabis Regulatory Agency.
- As of August 21, 2023, achieved Gold Level recognition.

Please see the attached Marihuana Renewal Application Checklist, completed by City staff to verify if all ordinance requirements have been met. The City Clerk has verified that the applicant has no outstanding financial obligations to the City, there have been no complaints to the City Manager regarding compliance with the City's anti-discrimination ordinance, and the facility has passed its City Fire and zoning inspections. The applicant has met all the requirements for renewal.

RECOMMENDATION

Staff recommends that the EDC Board recommend to the City Clerk's Office a 2-year approval of the Adult Use Retail Permit to Green Bronco, LLC (DBA Mint Cannabis).

ATTACHMENTS

Renewal Application, (Staffing Plan), (Community Benefits Statement), and (Social Equity Plan) from the applicant.

Adult Use Retailer Marihuana Renewal Application Checklist for:

Green Bronco LLC DBA Mint Cannabis

730 E Cork Street

Contact: Fadi Kenaya / Nicholas Scavio

Fadi@themintmi.com; nicholas@brightroot.com

Type: Adult Use Retailer

	Date Received	Received By	Comments	
Renewal Application Received	9/5/2023	Scott Borling		
Inspection Type:	Inspection Date	Completed by:	Satisfactory?	Notes
Zoning Inspection	9/21/2023	Pete Eldridge	Yes	
Fire Inspection	9/21/2023	Scott Brooks	Yes	
	Date	Name	Comments	
Business Community Benefits Check-In	9/22/2023	Jared Chambers		
	Invite Sent	EDC Meeting Date		
Invite to EDC Meeting				
	Full-Time	Part-Time	Comments	
Jobs Created	11			
	Yes/No	Comments:	Verified by:	
Any Past Due Financial Obligations with City? (i.e. taxes owed, fees, fines, etc)	No		Andrew Falkenberg	
Silver Level Social Equity All-Star or better status with the Michigan Cannabis Regulatory Agency	Gold			
Attachments	Staffing Plan	City Economic Benefits Plan	Social Equity Plan	Handbook
	Yes	Yes	Yes	N/A

All Items Complete Yes

MARIHUANA BUSINESS PERMIT RENEWAL APPLICATION

Pursuant to Chapter 20B of the Kalamazoo City Code

**City of Kalamazoo
Office of the City Clerk
241 West South Street
Kalamazoo, MI 49007**

(Please Print)

BUSINESS INFORMATION (The entity that is licensed by the state and that holds a City MMF permit)

Official Business Name Green Bronco, LLC d/b/a Mint Cannabis

Business Address 730 E Cork

City Kalamazoo **State** MI **Zip Code** 49001 **Business Phone** 734-384-3248

Business E-mail Fadi@themintmi.com **Business Website** _____

TYPE OF PERMIT BEING RENEWED

Medical

Grower:

☐ Class A (500 plants)

☐ Class B (1,000 plants)

☐ Class C (1,500 plants) No. of Class C Permits _____

☐ Processor

☐ Safety Compliance

☐ Provisioning Center

☐ Secure Transporter

Adult Use

Grower:

☐ Class A (100 plants)

☐ Class B (500 plants)

☐ Class C (2,000 plants) No. of Class C Permits _____

☐ Excess Grower

☐ Processor

☐ Safety Compliance

☐ Microbusiness

☒ Retailer

☐ Secure Transporter

☐ Designated Consumption Lounge

FACILITY INFORMATION

Property Address 730 E Cork Kalamazoo, MI 49001

Real Property Parcel Number 3906-34-228-018

Advertised Facility Name Mint Cannabis

Manager - Full Name Fadi Kenaya

CONTACT INFORMATION [the primary point(s) of contact for this application]

Name Nicholas Scavio

Address 730 E Cork

City Kalamazoo

State MI

Zip Code 49001

Phone 480-522-9763

E-mail nicholas@brightroot.com

Name Fadi Kenaya

Address 730 E Cork

City Kalamazoo

State MI

Zip Code 49001

Phone 810-343-7271

E-mail Fadi@themintmi.com

ATTACHMENTS

Please attach the following as separate documents to this application:

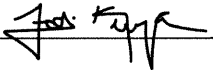
1. The attached Staffing Plan worksheet and any additional pages that provide a description of the actual number of employees, including the number and type of jobs that the licensed facility has created, and the amount and type of compensation (including benefits) paid for such jobs; and
2. An explanation, with supporting factual data, of the economic benefits to the City and the job creation for local residents achieved by the facility; the results of community outreach efforts; and worker training programs.
3. A social equity plan that: (a) promotes and encourages participation in the marihuana industry by local residents that have been disproportionately impacted by marihuana prohibition and enforcement; and (b) positively impacts local residents.
4. Documentation that indicates your business qualifies as a Silver Social Equity All-Star or better with the Michigan Cannabis Regulatory Agency. **A marihuana business must meet this qualification to be eligible for permit renewal with the City of Kalamazoo.**

The City's Economic Development Corporation will use the information provided in these documents to evaluate the permit holder's compliance with the statements it provided with its initial application (specifically the representations made in Attachment G – Staffing Plan and Attachment H – Community Benefits Statement).

Please complete the following certifications:

- ☒ The permitted facility is not in default to the City for any property tax, special assessment, utility charges, fines, fees or other financial obligation owed to the City.
- ☒ The hiring and public accommodation practices of the permitted facility conforms to the City's anti-discrimination ordinance provisions.
- ☒ I consent to an inspection of the permitted premises as required by ordinance to ensure the premises and its systems are in compliance with the requirements of Chapter 20B of the Kalamazoo City Code.
- ☒ I understand that renewal of a City Operating Permit is contingent on renewal of the State Operating License for this facility.

I hereby certify under the penalty of perjury that the statements made in this application, including all attachments thereto, are true. I further certify that I am an officer, director, or managerial employee of the applicant or a person who holds a direct or indirect ownership interest in the applicant.

Applicant Signature:  Date: 8/16/23

Name (printed): Fadi Kenaya Position: Manager

STAFFING PLAN

Summary

Please indicate the number of employees who work at the licensed facility:

Full-time employees (32+ hours per week) 14 Part-time employees (< 32 hours per week) _____

Position Types and Compensation

Please provide a description of the types of jobs the licensed facility has created, along with the amount of compensation and benefits paid for such jobs:

Position Title: Manager Annual Average Compensation \$ 49,920 - \$62,400

How many people are employed in this position at the licensed facility? 1

Are health insurance benefits available for employees in this position? Yes X No _____

If yes, please indicate the employer contribution to health insurance costs: All _____ Partial X None _____

Position Title: Budtender Annual Average Compensation \$ 29,120 - \$31,200

How many people are employed in this position at the licensed facility? 9

Are health insurance benefits available for employees in this position? Yes X No _____

If yes, please indicate the employer contribution to health insurance costs: All _____ Partial X None _____

Position Title: Retail Lead Annual Average Compensation \$ 31,200 - \$37,440

How many people are employed in this position at the licensed facility? 3

Are health insurance benefits available for employees in this position? Yes X No _____

If yes, please indicate the employer contribution to health insurance costs: All _____ Partial X None _____

Position Title: BOH Lead/Receiver Annual Average Compensation \$ 31,200 - \$37,440

How many people are employed in this position at the licensed facility? 1

Are health insurance benefits available for employees in this position? Yes X No _____

If yes, please indicate the employer contribution to health insurance costs: All _____ Partial X None _____

Position Title: _____ Annual Average Compensation \$ _____

How many people are employed in this position at the licensed facility? _____

Are health insurance benefits available for employees in this position? Yes _____ No _____

If yes, please indicate the employer contribution to health insurance costs: All _____ Partial _____ None _____

Please provide information on any benefits other than health insurance that are offered to all employees:

We offer employee discounts to all employees, including a sample program. The managers/leadership also get an opportunity to receive bonuses, and employees also receive holiday pay for some holidays.

Attach additional pages as necessary.

STAFFING PLAN

Compliance with Social Equity Policy

1. How many of your current employees reside in the following Census Tracts:

Census Tract 1 (Eastside Neighborhood) 1

Census Tracts 9 and/or 10 (Edison Neighborhood) 1

Census Tracts 2.02, and/or 3 (Northside Neighborhood) 1

2. What is your plan to employ residents of the identified Census Tracts?

We joined the Edison Neighborhood Association an organization member. We have sponsored and helped coordinate quarterly community events in the Edison neighborhood. We have hired a number of employees that live in these neighborhoods. We also hired a Brand Ambassador who was born and raised on the Northside. We hire local vendors (DJ's, food trucks, printing, retail and others small businesses) to set up at our events. We hire local Handymen to complete projects in store.

Attach additional pages as necessary.

3. How many of your employees have prior marihuana convictions or expungements (excepting a conviction for delivery or distribution to a minor)?

Number of employees with marihuana convictions 1

4. What is your plan for employees with a prior marihuana conviction to move up within your business and/or the marihuana industry?

We plan to host educational job fairs at the ENA and other neighborhood associations for the community to get education on cannabis, to learn the type of professions that are available in the industry and how to start a career in the cannabis industry. This will also give community members the opportunity to apply for positions. We currently have semi-annual evaluations to allow current employees to discuss strengths, opportunities and set goals to move up or earn higher wages.

Attach additional pages as necessary.

2. Explanation, with supporting factual data, of the economic benefits to the City and the job creation for local residents achieved by the facility; the results of community outreach efforts; and worker training programs.

Since opening our doors in October of 2020, Mint Cannabis has hired predominantly all local applicants from in and around the Kalamazoo area. As it currently stands, we employ a staff of 14 day to day employees who are onsite and the majority of them reside within the Kalamazoo area or just minutes outside of the city borders. We continue to hire and promote our employees from within as a matter of policy. At least half of the current staff members have been with us for multiple months and almost all of them have received pay raises during that time and achieved managerial status along with increases in pay of at least 20%. We have raised hourly wages over the last year. Our entry level budtenders now make at least \$14 per hour, team support makes at least \$16 per hour, leads make at least \$18 per hour and managers can make up to \$30 per hour.

At the end of 2022 The Mint Cannabis started providing an employee discount to all employees including a sample program. Managers/leadership also have the opportunity at a bonus structure.

Over the past year, we have continued to support a stable environment of employment at the dispensary. While turnover at entry level positions can be challenging in this job market, at least half of our current staff members have been with us for multiple months and almost all of them have received pay raises during that time. We evaluate all employees after 120 days with an eye toward providing their first raise at that time.

While we hope to continue to see growth for our employees and their compensation, saturation of the marijuana business in the Kalamazoo and neighboring municipal markets has also continued during the last year. We estimate that competing dispensaries in the area have increased by 30%, which has decreased margins and sales volume; limiting our ability to extend additional benefits. We continue to implement new marketing plans and sales efforts to help increase sales so that benefits can be incorporated into our long-term plan.

From a community outreach perspective, we have been implementing a weekly or biweekly offering of free food to all community members, not just customers, but anybody who wants to enjoy a free hot dog, hamburger, or other meals from local food vendors we hire. We are also participating in an Art Hop, where we will feature a local artist event each month, Sounds of Kzoo featuring local musicians for a week long music festival, and Out of the Darkness 5K walk supporting the American Foundation for Suicide Prevention. Recently, we participated in the Loaves for Fishes Food drive. In addition, we have previously donated cash contributions to local cancer foundations and The Edison Neighborhood Association. Generally, we have and will continue to implement various charitable endeavors in order to support the Kalamazoo area and greater Michigan, as well.

3. Social Equity

From the onset of operations, we have been aware that Kalamazoo falls within those areas that have been designated as having been disproportionately impacted by marijuana prohibition. Knowing this, we have focused almost exclusively on hiring from within the community and providing community residents with the opportunity to be gainfully employed in an industry that may have negatively impacted their upbringing. We have had a total of 34 day-to-day employees who have been a part of the company. From a gender perspective, 13 of the employees hired have been female, three of those females currently occupy three out of five managerial positions. In addition, 11 of the thirty-four hires have been African American or another minority while 4 of those hires held managerial positions during their time of employment.

As mentioned above, employees are given the opportunity to grow within the organization. As part of that process, each employee is put through training with more experienced staff members. We provide the employees with educational material on products, sales skills, customer service skills and product packaging, among other things related to the industry. Staff members are given the opportunity to learn about the industry in general, not just their positional duties, to give them a foundation for expanding their horizons beyond one storefront. We pride ourselves on providing a work atmosphere that promotes growth and education.

Aside from employment practices that have encouraged diversity and above living wage standards, any outsourcing for trades work has been done using fellow local businesses in and around the Kalamazoo community. We have recently joined the Edison Neighborhood Association as an organization member and the only dispensary sponsor that has sponsored and helped coordinate quarterly community events in the Edison neighborhood. We also have several employees hired that live in these neighborhoods. The Mint Cannabis also started a program to help families in need during holiday times, for example December of 2022 Mint employees handed out gifts to local families at their homes in the Kalamazoo Area. A local community resident, Roger Freas, has continued to be our designated landscaper since we renovated the property. Our Maintenance man, Matthew Schmidt, is a local from the Edison Neighborhood, and our business cards come from the local Fastsigns. We have utilized the food services of Pop's Gut, and St Louis Fish, Q it Up BBQ on multiple occasions to host events. Manifold Art Studio is our go to for apparel and work uniforms while RJ Printing has been utilized for printing marketing material such as flyers. We also recently hired Zoo Snax, S.REN.EDI massage therapy, Peace Love and Little Donuts, and Green Lighter project, for our community outreach programs. The above are just a few examples of different local businesses we have supported, the list includes many others as we have continued to harvest our loyalty to the Kalamazoo community.

In addition to the impact we have had on the community members and employees, the facility we occupy was entirely renovated both inside and out, adding some much needed improvement to the real estate located in the Cork Street corridor. We have been committed to the property and raised the quality of the neighborhood by adding new exterior lighting and state of the art camera systems that benefit the entire community. We have had local police ask to

view our cameras to help solve cases that took place around our facility at neighboring properties. In one example, police were able to view our surveillance to help solve a shooting that occurred at the car wash across the street.

Going into our fourth year of business, with a firm grip on operations, we intend to continue our community outreach and contributions and expand where possible. As indicated above, food drives, clothing drives, and charitable causes that raise the morale and standards for a community that has been disproportionately impacted by marijuana prosecution is a primary focus of our plan. We recognize the area is in dire need of capital contributions as well as human capital, both of which Mint Cannabis is committed to delivering.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 21, 2023

Green Bronco, LLC (DBA: Mint Cannabis)
730 E Cork St
Kalamazoo, MI 49001

The Cannabis Regulatory Agency's social equity team reviewed your form for the Social Equity All-Star Program and would like to congratulate you on your acceptance into the program at the gold level. The following license numbers will be displayed on our website under the gold level. These license numbers were provided on your form:

- AU-R-000311
- AU-R-000519
- AU-R-000635

Now that you have been accepted into the Social Equity All-Star Program here are some important things to know:

- You are being awarded a digital copy of your Social Equity All-Star Program gold seal. Feel free to use this seal on your website, social media, or in your licensed establishment(s) in any way that makes sense to highlight the establishment's efforts.
- Acceptance into this program is only valid for one year. In order to remain active in the program you will need to submit a Social Equity All-Star Program Renewal form each year you want to participate.
 - If at any time you would like to update your plans on the CRA website, you can email us your updated plan along with the [Social Equity All-Star Program Amendment form](#).

If there are any questions regarding this acceptance letter, please contact the social equity team via email at CRA-SocialEquity@Michigan.gov.

Thank you,

Social Equity Representative
Cannabis Regulatory Agency
www.michigan.gov/CRA

INTER-OFFICE MEMO

To: The Economic Development Corporation Board of Directors

From: Paul Thuringer, Economic Development Supervisor
Jared Chambers, Business Specialist

Date: October 17, 2023

Re: Medical & Adult Use Class C Grower Permit Renewal for The Woods Cultivation LLC

The City Clerk's Office has requested that the Economic Development Corporation (EDC) Board of Directors evaluate the *Marihuana Facility Permit Renewal Application* submitted by: The Woods Cultivation LLC for its facility at 822 Schuster Ave STE A and that the EDC Board provide a recommendation regarding the renewal of this permit. The City Operating Permit, issued on August 14, 2022, is scheduled to expire on October 31, 2023, and must be renewed before its expiration for the facility to continue operating. The applicant has submitted the required renewal application and the annual permit fee. Below is the ordinance language that describes the specific role and responsibilities of the EDC in this process:

§ 20B-12

C. In determining whether to grant a renewal of a permit, the members of the City's Economic Development Corporation board will evaluate the permit holder's compliance with the statements it provided with its initial application and submission with its request for renewal of the following information:

1. The Staffing plan for the business which describes the actual number of employees, including the number and type of jobs that the facility has created, and the amount and type of compensation (including benefits) paid for such jobs;
 - 12 Full-time employees.
 - 2 Executive Managers (CEO/COO) earning \$72,5000.
 - 1 Legal & Compliance Officer earning \$70,000.
 - 1 Grow Facility Manager earning \$64,000.
 - 2 Production Managers earning \$52,000.
 - 3 Technicians earning \$40,040.
 - 1 Salesperson earning \$40,040 + commission.
 - 1 Administrative Assistant earning \$40,040.
 - 1 Custodian earning \$29,120.
 - Employees are provided with an ERN success coach. They also receive samples of products cultivated at the facility. Additionally, they are granted paid time off and the company covers 50% of their health insurance benefits.
2. An explanation, with supporting factual data, of the economic benefits to the City and the job creation for local residents achieved by the business, results of efforts for community outreach and worker training programs;
 - Member of Employer Resource Network – ERN provides an onsite success coach who works with employees to help resolve various barriers or issues

- employees may face that can impact their work performance or life generally.
 - Kalsee Credit Union – Onsite individual and group financial literacy course for all employees.
 - Increased wages for entry-level cultivation techs to \$19.25/hr
 - The company contributes 50% to all employees enrolled in medical, dental, and vision.
3. An explanation, with supporting factual data, of the efforts and success achieved by the social equity plan of the business to promote and encourage participation in the marihuana industry by local residents that have been disproportionately impacted by marihuana prohibition and enforcement, and the positive impact of the social equity plan on local residents;
- 4 hours of paid volunteer time with Animal Rescue Project.
 - They made a connection with Edison Business Association in order to post job openings on their community board and sponsorship opportunities.
 - Focus on diversity and inclusion – 9/12 employees identify as minorities, women, or both.
 - They plan to donate \$10,000 by the end of 2023 to organizations whose missions are to further the rights of ethnic minorities, the LGBTQ+ community, and women.
 - \$70,467.49 estimate of spending specifically on diverse suppliers (minority or woman-owned businesses).
 - Barry Associates (Accounting) – \$9,824.00
 - Ron Jackson Insurance (Insurance) – \$19,001.13
 - La Familia (Meals & Entertainment) – \$58.81
 - Further Genetics (Plant Genetics / Consulting) – \$40,110.00
 - Pacific Rim (Meals & Entertainment) – \$124.70
 - Mid-West Air Filters (Equipment & Supplies) - \$1,051.18
 - Specialty Packaging (Packaging) - \$298.37
4. A statement that the business is not in default to the City for any property tax, special assessment, utility charges, fines, fees, or other financial obligation owed to the City;
- They are working with the Assessor's Office towards paying past due property taxes, as well as the marihuana operating permit application fees for this renewal.
5. A statement that the hiring and public accommodation practices of the facility conform to the City's Nondiscrimination Ordinance provisions and documentation of the total number of employees broken out by managerial and operational employees, number of women, and number of minority employees and number of employees disproportionately impacted by marihuana prohibition and enforcement.
- Their company conforms to the City's Nondiscrimination Ordinance provisions.
 - 5 out of 12 employees are minorities and 5 employees are women.
 - 3 out of 4 executive managers are minorities, and 1 is a woman.
 - 6 out of the 12 employees identify as being disproportionately impacted by marihuana prohibition and enforcement.
 - 2 Arrested for possession charges.
 - 1 family arrested for possession charge, closed bank account for working in cannabis.
 - 3 had mortgage qualification issues due to working in cannabis.

6. A statement, with supporting documentation, providing answers to the following questions:
 - a. How many City residents do you currently employ?
 - 9 out of the 12 employees live in the City.
 - b. How many current employees reside in Census Tracts 1 (Eastside); 9, 10 (Edison), and/or 2,02,3 (Northside)?
 - 2 employees in the Edison Neighborhood.
 - c. What is your plan to employ residents of the identified census tracts?
 - They will send job openings to the Edison Neighborhood organization with preferential interview opportunities.
 - d. How many of your employees have prior marihuana convictions (excepting a conviction for delivery or distribution to a minor)?
 - 2 employees with prior marihuana convictions.
 - e. What is your plan for employees with a prior marihuana conviction to move up within your business and/or the marihuana industry?
 - The 2 owners of the facility were arrested for marihuana related charges. With respect to employees who may have been charged or have a marihuana conviction, it has been the company policy to not consider those negatively to negatively impact their application for hire. They have focused on hiring for management positions internally before posting the positions to the general public. All current managers have held entry-level positions in the company before moving into their current positions. Additionally, all employees receive comprehensive training and coaching to allow them to be successful not only at this company but can be leaders if or when they move on to another company.
7. Proof that the marihuana business has received recognition and maintains the status as a Silver Level Social Equity All-Star or better with the Michigan Cannabis Regulatory Agency.
 - In December of 2022, they received a Gold Star status.

Please see the attached Marihuana Renewal Application Checklist, completed by City staff to verify if all requirements of the ordinance have been met. The City Clerk has verified that the applicant does have outstanding financial obligations to the City, there have been no complaints to the City Manager regarding compliance with the City's anti-discrimination ordinance, and the facility has passed its City Fire inspection but not its zoning inspections. The applicant has not met all the requirements for renewal.

RECOMMENDATION

Staff recommends that the EDC Board recommend to the City Clerk's Office a 90-day probationary approval of the Medical & Adult Use Class C Grower Permit to The Woods Cultivation LLC, pending all outstanding taxes are settled, the two marihuana renewal application permit application fees are remitted, and the zoning issue regarding the lack of screening around the dumpster is addressed within the 90-day period, a subsequent 1-year renewal can be granted.

ATTACHMENTS

Renewal Application, (Staffing Plan), (Community Benefits Statement), and (Social Equity Plan) from the applicant.

Adult Use Grower Class C & Medical Grower Class C Marihuana Renewal Application Checklist for:

The Woods Cultivation LLC DBA 822 Cultivation

822 Schuster Ave, Suite A

Contact: Gabriel Thurin

gabriel@ahkicanna.com

Type: Adult Use Grower Class C & Medical Grower Class C

	Date Received	Received By	Comments	
Renewal Application Received		Scott Borling		
Inspection Type:	Inspection Date	Completed by:	Satisfactory?	Notes
Zoning Inspection	9/21/2023	Pete Eldridge	No	No Screening Around Dumpster
Fire Inspection	9/21/2023	Scott Brooks	Yes	
	Date	Name	Comments	
Business Community Benefits Check-In	9/29/2023	Jared Chambers		
	Invite Sent	EDC Meeting Date		
Invite to EDC Meeting				
	Full-Time	Part-Time	Comments	
Jobs Created	12			
	Yes/No	Comments:	Verified by:	
Any Past Due Financial Obligations with City? (i.e. taxes owed, fees, fines, etc)	Yes	Outstanding Taxes/ Outstanding Permit Application Fees	Andrew Falkenberg	
Silver Level Social Equity All-Star or better status with the Michigan Cannabis Regulatory Agency	Gold			
Attachments	Staffing Plan	City Economic Benefits Plan	Social Equity Plan	Handbook
	Yes	Yes	Yes	N/A

All Items Complete No

MARIHUANA BUSINESS PERMIT RENEWAL APPLICATION

Pursuant to Chapter 20B of the Kalamazoo City Code

City of Kalamazoo
Office of the City Clerk
241 West South Street
Kalamazoo, MI 49007

(Please Print)

BUSINESS INFORMATION (The entity that is licensed by the state and that holds a City MMF permit)

Official Business Name The Woods Cultivation LLC

Business Address 822 Schuster Ave STE A

City Kalamazoo **State** MI **Zip Code** 49001 **Business Phone** 269-743-7801

Business E-mail admin@ahkicanna.com **Business Website** ahkicanna.com

TYPE OF PERMIT BEING RENEWED

Medical

Grower:

☐ Class A (500 plants)

☐ Class B (1,000 plants)

☒ Class C (1,500 plants) No. of Class C Permits 1

☐ Processor

☐ Safety Compliance

☐ Provisioning Center

☐ Secure Transporter

Adult Use

Grower:

☐ Class A (100 plants)

☐ Class B (500 plants)

☒ Class C (2,000 plants) No. of Class C Permits 1

☐ Excess Grower

☐ Processor

☐ Safety Compliance

☐ Microbusiness

☐ Retailer

☐ Secure Transporter

☐ Designated Consumption Lounge

FACILITY INFORMATION

Property Address 822 Schuster Ave STE A

Real Property Parcel Number 06-23-286-001

Advertised Facility Name AHKI Canna

Manager - Full Name Trent Friske & Raphael Thurin

CONTACT INFORMATION [the primary point(s) of contact for this application]

Name Gabriel Thurin

Address 822 Schuster Ave STE A

Phone 848-667-1089

City kalamazoo

State MI

Zip Code 49001

E-mail gabriel@ahkicanna.com

Name Raphael Thurin

Address 446 Bauman Rd

Phone 989-992-6278

City Battle Creek

State MI

Zip Code 49017

E-mail raphael@ahkicanna.com

ATTACHMENTS

Please attach the following as separate documents to this application:

1. The attached Staffing Plan worksheet and any additional pages that provide a description of the actual number of employees, including the number and type of jobs that the licensed facility has created, and the amount and type of compensation (including benefits) paid for such jobs; and
2. An explanation, with supporting factual data, of the economic benefits to the City and the job creation for local residents achieved by the facility; the results of community outreach efforts; and worker training programs.
3. A social equity plan that: (a) promotes and encourages participation in the marihuana industry by local residents that have been disproportionately impacted by marihuana prohibition and enforcement; and (b) positively impacts local residents.
4. Documentation that indicates your business qualifies as a Silver Social Equity All-Star or better with the Michigan Cannabis Regulatory Agency. **A marihuana business must meet this qualification to be eligible for permit renewal with the City of Kalamazoo.**

The City's Economic Development Corporation will use the information provided in these documents to evaluate the permit holder's compliance with the statements it provided with its initial application (specifically the representations made in Attachment G – Staffing Plan and Attachment H – Community Benefits Statement).

Please complete the following certifications:

- ☒ The permitted facility is not in default to the City for any property tax, special assessment, utility charges, fines, fees or other financial obligation owed to the City.
- ☒ The hiring and public accommodation practices of the permitted facility conforms to the City's anti-discrimination ordinance provisions.
- ☒ I consent to an inspection of the permitted premises as required by ordinance to ensure the premises and its systems are in compliance with the requirements of Chapter 20B of the Kalamazoo City Code.
- ☒ I understand that renewal of a City Operating Permit is contingent on renewal of the State Operating License for this facility.

I hereby certify under the penalty of perjury that the statements made in this application, including all attachments thereto, are true. I further certify that I am an officer, director, or managerial employee of the applicant or a person who holds a direct or indirect ownership interest in the applicant.

Applicant Signature:  Date: 09/05/2023

Name (printed): Raphael Thurin Position: Owner/COO

STAFFING PLAN

Summary

Please indicate the number of employees who work at the licensed facility:

Full-time employees (32+ hours per week) 14 Part-time employees (< 32 hours per week) 0

Position Types and Compensation

Please provide a description of the types of jobs the licensed facility has created, along with the amount of compensation and benefits paid for such jobs:

Position Title: Executive Management (CEO/COO) Annual Average Compensation \$ 72,500.00

How many people are employed in this position at the licensed facility? 2

Are health insurance benefits available for employees in this position? Yes yes No

If yes, please indicate the employer contribution to health insurance costs: All Partial 50% None

Position Title: Legal & Compliance Officer Annual Average Compensation \$ 70,000.00

How many people are employed in this position at the licensed facility? 1

Are health insurance benefits available for employees in this position? Yes yes No

If yes, please indicate the employer contribution to health insurance costs: All Partial 50% None

Position Title: Grow Facility Manager Annual Average Compensation \$ 64,000.00

How many people are employed in this position at the licensed facility? 1

Are health insurance benefits available for employees in this position? Yes yes No

If yes, please indicate the employer contribution to health insurance costs: All Partial 50% None

Position Title: Production Manager Annual Average Compensation \$ 52,000.00

How many people are employed in this position at the licensed facility? 2

Are health insurance benefits available for employees in this position? Yes yes No

If yes, please indicate the employer contribution to health insurance costs: All Partial 50% None

Position Title: Technician Annual Average Compensation \$ 40,040.00

How many people are employed in this position at the licensed facility? 5

Are health insurance benefits available for employees in this position? Yes No

If yes, please indicate the employer contribution to health insurance costs: All Partial 50% None

Please provide information on any benefits other than health insurance that are offered to all employees:

Employees are provided a ERN coach, who is available to assist them in both professional and personal matters. Employees receive
trade samples of products grown at the facility. PTO and Holliday pay.

Attach additional pages as necessary.

STAFFING PLAN

Compliance with Social Equity Policy

1. How many of your current employees reside in the following Census Tracts:

Census Tract 1 (Eastside Neighborhood) _____

Census Tracts 9 and/or 10 (Edison Neighborhood) 2 _____

Census Tracts 2.02, and/or 3 (Northside Neighborhood) _____

2. What is your plan to employ residents of the identified Census Tracts?

We will send job openings to the Edison Neighborhood organization with preferential interview opportunities

Attach additional pages as necessary.

3. How many of your employees have prior marihuana convictions or expungements (excepting a conviction for delivery or distribution to a minor)?

Number of employees with marihuana convictions 2 _____

4. What is your plan for employees with a prior marihuana conviction to move up within your business and/or the marihuana industry?

The two owners of the facility were arrested for marijuana related charges. With respect to employees that may have been charged or have a marihuana conviction, it has been the company policy to not consider those to negatively impact their application for hire.

We have focused on hiring for management positions internally before posting the positions to the general public. All current managers have held entry level positions in the company before moving into their current positions. Additionally, all employees receive comprehensive training and coaching to allow them to be successful not only at our company, but can be leaders if or when they move on to another company.

Attach additional pages as necessary.

Economic Benefits – The Woods Cultivation dba AHKI Canna

AHKI Canna purchased the property at 822 Schuster Avenue, Kalamazoo Michigan for \$1,100,000. This property houses our cannabis facilities in 3 separate suites as well as our corporate headquarters for all our cannabis operations. As of 2022, we have invested around \$3.9 million in capital improvement to the 822 Schuster Avenue location. The AHKI Canna plans to invest an additional \$3 to \$4 million in further capital investment.

822 Schuster Ave was formerly a corporate office for an aggregate company and municipal building prior to that. The property was vacant at the time of purchase and needed serious updated prior to our renovations. We have completed two phases of a three-phase project to completely remodel the building. As of now we have spent a total construction cost of around \$3.9 million to complete phases 1, 2, and part of phase 3. We anticipate phase 3 to be an additional \$3 to 5 million. We have been using the general contracting services of JMC Contracting — a local Southwest Michigan commercial general contractor and local Kalamazoo based sub-contractors and service providers. AHKI has also currently paid more than \$100,000 in property taxes, and \$40,000 in Kalamazoo application fees by the end of this year.

Unfortunately, we were significantly impacted by the major decrease in the price per pound causing us to only generate around \$1.2 million in gross sales, which was significantly lower than what our previous year. With our current expansion project we are projecting to gross around \$3 to 4 million after construction is completed at the lower price per pound. A substantial amount of this will be redistributed to the community through wages, materials purchasing, operational services, local utilities, and charitable contributions. We plan to give \$100,000 in charitable contributions by 2030 to Kalamazoo based charities whose mission is to serve the residents of Kalamazoo. We will make it a core principle of all our companies to give back to the community through charitable donations, community improvement projects, volunteering, and financial assistance programs, so we developed the Da Fakto brand to illustrate our respect of diversity in all aspects of life and business. Da Fakto celebrates and supports a continued progressive movement for social change. It stands to empower others as a community by uniting on important issues.

When possible, the AHKI utilizes local companies for vendor services. Some of our local partners and vendors are: Ron Jackson Insurance Company, Conan Venus and Company, Nulty Insurance, Sign Center, Midwest Air Filter, Barry Associates, Riverrun Press and Gordon Water Systems. In 2021 we have spent around \$75,000 with our local partners. In 2022, we spent upwards of \$125,000 with our local partners.

As one of the only licensed marijuana facilities in the State of Michigan with POC owners- African American and Native American- the Woods has made diversity a priority in hiring. Currently, over 50% the Woods employees that identify as women or minorities. Moreover, 80% of the Executive and Management staff identify as either women or minorities.

AHKI Canna currently employs 11 here in the City of Kalamazoo or Kalamazoo County. We provide our employees living wage salaries and benefits that include health, dental, vision insurance, paid

leave, and charitable volunteering incentives. Over the past year we have work with the Employer Resource Network to provide social services to employees to help them with not only work issues but also general life issues. We have seen it help greatly in employee retention and job satisfaction. We have tried to explore more targeted recruitment efforts to recruit new employees from Kalamazoo's Edison, Northside, and Southside communities.

All of AHKI's technician employees go through a weeklong training program. The training includes multiple hours on employee safety, cannabis plant skills, proper use of facility equipment and tools, company policies, and Michigan Cannabis laws and regulations. The Woods also offers benefits including health, dental, vision, and PTO. We are also raised technician base payrates to \$19.25 per hour.

STAFFING PLAN

AHKI Canna Summary

Please indicate the number of employees who will be working at the proposed facility once the facility is operational:

Full-time employees (32+ hours per week) 14

Part-time employees (< 32 hours per week) 1

Position Types and Compensation

Please provide a description of the types of jobs the proposed facility is expected to create, along with the amount of compensation and benefits expected to be paid for such jobs:

Position Title: **Executive Management**

Annual Average Compensation: **\$72,500**

How many people will be employed in this position at the proposed facility? 2

Are health insurance benefits available for employees in this position? **Yes**

If yes, please indicate the employer contribution to health insurance costs: **50%**

Position Title: **Legal and Compliance Officer**

Annual Average Compensation: **\$70,000**

How many people will be employed in this position at the proposed facility? 1

Are health insurance benefits available for employees in this position? **Yes**

If yes, please indicate the employer contribution to health insurance costs: **50%**

Position Title: **Grow Facility Manager**

Annual Average Compensation: **\$64,000**

How many people will be employed in this position at the proposed facility? 1

Are health insurance benefits available for employees in this position? **Yes**

If yes, please indicate the employer contribution to health insurance costs: **50%**

Position Title: **Production Manager**

Annual Average Compensation: **\$52,000**

How many people will be employed in this position at the proposed facility? 2

Are health insurance benefits available for employees in this position? **Yes**

If yes, please indicate the employer contribution to health insurance costs: **50%**

Position Title: **Sales**

Annual Average Compensation: **\$40,040 + commission**

How many people will be employed in this position at the proposed facility? 1

Are health insurance benefits available for employees in this position? **Yes**

If yes, please indicate the employer contribution to health insurance costs: **50%**

Position Title: **Technician**

Annual Average Compensation: **\$42,000 - \$40,040**

How many people will be employed in this position at the proposed facility? 5

Are health insurance benefits available for employees in this position? **Yes**

If yes, please indicate the employer contribution to health insurance costs: 50%

Position Title: **Administrative Assistant – Sales Team**

Annual Average Compensation: **\$40,040**

How many people will be employed in this position at the proposed facility? 1

Are health insurance benefits available for employees in this position? Yes

If yes, please indicate the employer contribution to health insurance costs: 50%

Position Title: **Custodian**

Annual Average Compensation: **\$29,120**

How many people will be employed in this position at the proposed facility? 1

Are health insurance benefits available for employees in this position? Yes

If yes, please indicate the employer contribution to health insurance costs: 50%

Please provide information on any benefits other than health insurance that are offered to all employees:

Employees Receive Paid Time Off and Dental and Vision insurance. We will be offering a retirement plan by the Q4 2022/ Q1 2023.

Chief Executive Officer (CEO)

The CEO will oversee all grow facility business strategies. They will liaison with the COO to ensure business and sales strategies mesh with facility operations. The CEO will liaison with investors and financial institutions. They will oversee the Business Development Manager, Outside Sales Team and Compliance and Legal Officer.

Education/Experience:

- Experience in developing profitable strategies and implementing vision
- Strong understanding of corporate finance and performance management principles
- Familiarity with diverse business functions such as marketing, PR, finance etc.
- In-depth knowledge of corporate governance and general management best practices
- An entrepreneurial mindset with outstanding organizational and leadership skills
- Analytical abilities and problem-solving skills
- Excellent communication and public speaking skills

CEO Responsibilities:

- Develop high quality business strategies and plans ensuring their alignment with short-term and long-term objectives
- Lead and motivate subordinates to advance employee engagement develop a high performing managerial team
- Oversee sales operations and business development activities to ensure they produce the desired results and are consistent with the overall strategy and mission
- Make high-quality investing decisions to advance the business and increase profits
- Enforce adherence to legal guidelines and in-house policies to maintain the company's legality and business ethics
- Review financial and non-financial reports to devise solutions or improvements
- Build trust relations with key partners and stakeholders and act as a point of contact for important shareholders
- Cultivate and manage investor relationships and investment opportunities
- Analyze problematic situations and occurrences and provide solutions to ensure company survival and growth
- Maintain a deep knowledge of the markets and industry of the company
- Work with management to ensure compliance with the MMFLA
- Lead outreach and awareness campaigns

Chief Operating Officer (COO)

The COO will oversee all grow facility operations strategy. They will liaison with the CEO to ensure business and sales strategies mesh with facility operations. They will oversee all facility personnel.

Education/Experience:

- Proven experience as Chief Operating Office or relevant role
- Understanding of business functions such as HR, Finance, marketing etc.
- Demonstrable competency in strategic planning and business development
- Experience in fundraising will be a plus
- Working knowledge of data analysis and performance/operation metrics
- Working knowledge of IT/Business infrastructure and MS Office
- Outstanding organizational and leadership abilities
- Excellent interpersonal and public speaking skills
- Aptitude in decision-making and problem-solving

COO Responsibilities:

- Design and implement business strategies, plans and procedures
- Set comprehensive goals for performance and growth
- Establish policies that promote company culture and vision
- Oversee daily operations of the company and the work of managers (Grow Facility Manager, Lead Grow Tech, Lead Trimmer, etc.)
- Lead employees to encourage maximum performance and dedication
- Evaluate performance by analyzing and interpreting data and metrics
- Write and submit reports to the CEO in all matters of importance
- Assist CEO in fundraising ventures
- Participate in expansion activities (investments, acquisitions, corporate alliances etc.)
- Manage relationships with partners/vendors
- Work with management to ensure compliance with the Marijuana regulations and laws
- Lead management training
- Lead diversion program and training

Legal and Compliance Officer (LCO)

The Legal and Compliance Officer will oversee grow facility inventories, all METRC and Inventory Tracking System (ITS) inputs. They will be responsible for Inventory discrepancies, audits, and diversion prevention. They will liaison with the Grow Facility Manager and Sales Manager to reconcile METRC and ITS inputs. The LCO will be responsible for legal and human resources departments. They will report to the CEO and COO.

Education/Experience:

- Proven experience as office coordinator or in a similar role
- Experience in customer service will be a plus
- Knowledge of basic bookkeeping principles and office management systems and procedures
- Outstanding knowledge of MS Office, “back-office” and accounting software
- Working knowledge of warehouse and office equipment (e.g. electronic scales)
- Excellent communication and interpersonal skills
- Organized with the ability to prioritize and multitask
- Reliable with patience and professionalism
- Proven experience as inventory manager or similar position
- Excellent knowledge of data analysis and forecasting methods
- Working knowledge of inventory management software (e.g. Flourish)
- Ability to accurately track inventory and create reports
- An analytical mind with strong math skills
- Excellent organizational and planning skills
- Outstanding communication and interpersonal abilities
- Reliable and trustworthy
- BSc/BA in business administration. logistics or relevant field; MS/MSc, JD, CPA preferred

LCO Responsibilities:

- Manage all METRC and ITS inputs
- Devise ways to optimize inventory control procedures
- Inspect the levels of business supplies and raw material to identify shortages
- Ensure product stock is adequate for all distribution channels and can cover direct demand from customers
- Record daily deliveries and shipments to reconcile inventory
- Use ITS software to monitor demand and document characteristics of inventory
- Place orders to replenish stock avoiding insufficiencies or excessive surplus
- Analyze data to anticipate future needs
- Evaluate suppliers to achieve cost-effective deals and maintain trust relationships
- Collaborate with Grow Facility Manager and Sales Manager to ensure business goals are met
- Report to upper management on stock levels, issues etc.
- Insert customer and account data by inputting text based and numerical information from source documents within time limits
- Compile, verify accuracy and sort information according to priorities to prepare source data for METRC and ITS entry
- Review data for deficiencies or errors, correct any incompatibilities if possible and check output
- Research and obtain further information for incomplete documents
- Apply data program techniques and procedures
- Generate reports, store completed work in designated locations and perform backup operations
- Scan documents and print files, when needed

- Respond to queries from MRA for information and access relevant files
- Comply with data integrity and security policies
- Ensure proper use of office equipment and address any malfunctions
- Create and enforce policies for effective data management
- Formulate techniques for quality data collection to ensure adequacy, accuracy and legitimacy of data
- Devise and implement efficient and secure procedures for data handling and analysis with attention to all technical aspects
- Establish rules and procedures for data sharing with upper management, external stakeholders etc.
- Support others in the daily use of data systems and ensure adherence to legal and company standards
- Assist with reports and data extraction when needed
- Monitor and analyze information and data systems and evaluate their performance to discover ways of enhancing them (new technologies, upgrades etc.)
- Ensure digital databases and archives are protected from security breaches and data losses
- Troubleshoot data-related problems and authorize maintenance or modifications
- Draft and review contracts and other legal documents
- Manage financial, inventory, and employee records

The Grow Facility Manager will oversee of all facility plant touching operations and personnel. They will lead the Grow Team, Harvest Team and report to the LCO and COO.

Education/Experience:

- Proven work experience as operations manager
- Adequate knowledge of organizational effectiveness and operations management
- Budget development and oversight experience
- Deep knowledge of production management
- Understanding of quality standards and health & safety regulations
- Familiarity with business and financial principles and practices
- Working knowledge of budgets, forecasting and metrics
- Basic IT skills (databases, MS Office etc)
- Ability to effectively communicate with all levels of the organization
- Leadership and organizational skills
- Familiarity with pesticides, insecticides, fertilizers, and watering and planting procedures

Lead Grower Responsibilities:

- Oversee and coach Lead Grow Tech, Grow Techs, Lead Harvest, and Harvest Techs
 - Set daily/weekly/monthly objectives and communicate them to Lead Grow Tech, Grow Techs, Lead Harvest, and Harvest Techs
 - Organize workflow by assigning responsibilities and preparing schedules for Lead Grow Tech, Grow Techs, Lead Harvest, and Harvest Techs
 - Ensure the safe use of grow equipment and schedule regular maintenance
 - Check grow production output according to specifications
 - Submit reports on performance and progress
 - Identify issues in efficiency and suggest improvements
 - Train new employees on how to safely use machinery and follow procedures
 - Enforce strict safety guidelines and company standards
 - Liaise with Lead Harvest, to formulate objectives and understand requirements
 - Estimate costs and prepare budgets
 - Organize workflow to meet specifications and deadlines
 - Monitor production to resolve issues
-
- Supervise and evaluate performance of production personnel (Lead Grow Tech, Grow Techs, Lead Harvest, and Harvest Techs)
 - Determine amount of necessary resources (workforce, raw materials etc.)
 - Approve maintenance work, purchasing of equipment etc.
 - Ensure output meets quality standards
 - Enforce health and safety precautions

Report to upper management

Ahki Production Manager

The Production Manager will oversee the daily grow operations and lead the Cannabis Technicians. The Cannabis Production Manager will report to the Facility Manager.

Do you enjoy being part of a team where you are challenged, and you challenge others to grow in real and lasting ways? Do you want to be hands-on with the building blocks of a company's entire production from the hands-on processes, to the planning, to the people and culture building? Do you want to actually make an impactful difference in your life and the lives of people around you even when it's difficult?

We are seeking a team member that strives to live their life as their authentic self, who wants to work in a place where they are measured by their performance and their character rather than their lifestyle. We are the kind of people that care about our work and our team in a way that keeps us up at night, we do hard and crazy things with support. We geek out about plants, technology, and the living systems their fusion creates. Our team enjoys personal development inside and outside of the workplace, seeking to derive personal utility from every experience regardless of how mundane it might appear on the surface. We learn, not just for the sake of learning, but for the sake of making things work. We are not protectors of fragile egos, we thrive in a fast paced, smart environment, that encourages debate, giving and receiving candid feedback, and putting your ideas out there. We value receiving and participating in one-on-one coaching sessions with teammates and supervisors, working closely with both to improve our team and our processes. We are not servant leaders; we care personally and challenge directly.

That's us, now who are you?

Education/Experience:

Proven work experience as a team leader or supervisor

In-depth knowledge of performance metrics

Advance skills MS Excel and Word

Excellent communication and leadership skills

- conflict management and resolution
- introspection
- care personally, challenge directly

Organizational and time-management skills

- experience with guiding teams through planning
- experience seeking out, applying, and evaluating planning tools and structures

Decision-making skills

- collaborative and independent decision-making skills
- practices reframing problems
- ability to observe and apply information

Ability to set and meet hard deadlines

- hold their team accountable, find solutions or pivoting when needed
- communicating effectively when deadlines are in danger of not being met

Associate degree in horticulture or related field preferred

Degree in Management or experience coaching employee and team growth

Responsibilities

Oversee day-to-day operation of grow rooms and cultivation process

Track and manage equipment and supplies

Create an inspiring team environment with an open communication culture

Set clear weekly and monthly goals for Technicians

Meet set performance goals according to grow room schedule

Manage new hire and continuing education Technician training

Delegate tasks and set deadlines for Technicians

Monitor Technician performance and report on metrics

Motivate team members

Discover training needs and provide coaching

Listen to team members' feedback and resolve any issues or conflicts

Recognize high performance and reward accomplishments

Suggest and organize team building activities

Manage shift scheduling for Technicians

Conducts Technician morning standup meetings

Perform one-on-one meetings with Grow Technicians

Conduct performance evaluations for Grow Technicians

Provide disciplinary actions when needed in accordance with company policies

Understand CRA regulations for cannabis product

Participate in continued education and consume ongoing training and development materials

Keep track of plants throughout grow processes and room transfers in accordance with CRA regulations and METRC tracking

Sales Representative

Sales Representative will be responsible for cultivating and maintaining relationships with provisioning center, retailer, and processing facility customers. They will take purchase orders for the grow facility. They liaison with business development to follow up on leads and promote business. They will report to the CEO.

Duties/Responsibilities:

- Qualify leads as sales opportunities
- Contact potential clients through in person cold call visits, over the phone, and emails
- Present our company to potential clients
- Identify client needs and suggest appropriate products/services
- Customize product solutions to increase customer satisfaction
- Build long-term trusting relationships with clients
- Proactively seek new business opportunities in the market
- Report to the CEO on (weekly/monthly/quarterly) sales results
- Stay up-to-date with new products/services and new pricing/payment plans
- Forecast sales, develop “out of the box” sales strategies/models and evaluate their effectiveness
- Meet personal and team sales targets
- Coordinate sales effort with team members and other departments
- Research accounts and generate or follow through sales leads
- Report and provide feedback to management using financial statistical data
- Maintain and expand client database

Required Skills/Abilities:

- Proven sales experience, meeting and exceeding targets
- Previous experience as a sales representative, sales manager or sales and marketing director
- Previous experience working in the cannabis industry
- Solid computer skills, including MS 365 Office and Excel (Adobe Creative Suite a plus)
- Familiarity with CRM practices along with ability to build productive business professional relationships
- Ability to communicate, present and influence all levels of the organization, including executive and C-level
- Proven ability to drive the sales process from plan to close
- Maintaining positive business relationships to ensure future sales
- Proven ability to articulate the distinct aspects of products and services, and to position products against competitors
- Demonstrable experience developing client-focused, differentiated and achievable sales solutions
- Excellent listening, negotiation, and presentation skills
- Well organized and detail oriented
- Excellent time management
- Stellar written and oral communication skills
- Ability to work independently
- Continuously improve through feedback

Education and Experience:

- Bachelor’s degree preferred
- Proven experience as sales representative or executive
- Computer and Office software skills

- Able to work comfortably in a fast paced environment

Physical Requirements:

- Prolonged periods sitting at a desk or in the car
- Must have valid driver's license and reliable transportation for sales calls
- Must be able to lift up to 15 pounds at times.
- Must be 21 years of age or older

In all workplaces, there is a risk of contracting Covid 19. It is our business priority to keep our team members, families, friends, and stakeholders safe. A covid 19 vaccination is required to work at this facility. If you are not vaccinated, we can provide access to the vaccine through the health department. Any unvaccinated employee without need for a reasonable accommodation or protected reason will not be allowed to work on-premises post-June 1st or until the Covid 19 pandemic is over. Please consider this policy before you apply.

Annual Salary: Salary base + commission depending on experience

Percentage of Full Time Employment: 100%

Job Type: Full-time

Salary: \$40,040.00 per year + Bonus

Ahki Cannabis Technician

Hourly Wage: \$17.00 - \$19.25/hr

Percentage of Full-Time Employment: 100%

<https://www.da-fakto.com/retailer-locator>

What the ideal Ahki Cannabis Technician candidate looks like:

We are seeking a team member that strives to live their life as their authentic self, who wants to work in a place where they are measured by their performance and their character rather than their lifestyle. We love to geek out about plants and technology and the living system their fusion creates. We value direct feedback from all team members and like to do hard things together with support, we encourage open debate and giving and receiving candid feedback. We are looking for a teammate that participates in open communication and works closely with teammates and supervisors. Our technicians are hands-on with the day-to-day functions of our harvest and post-harvest processes and the planning for our crop cycles.

Ahki Canna is a Native American and Black owned cannabis company in Michigan. We respect and value diversity in all aspects of life and business. Team members must enjoy working with other team members that come from all backgrounds of life, genders, race, and experiences and have a commitment to help further foster an open and positive sense of company culture.

All candidates should also understand that Ahki Canna is an early-phase company; therefore, Ahki Canna team members need to be able to thrive in an incredibly fast-paced environment that is ever-evolving, and are focused on constant improvement to find efficiencies. Candidates should also have a problem-solving mentality and the ability to effectively communicate through the proper channels to find solutions.

We believe that Ahki Canna is a rewarding and enjoyable place to work. Team members have the ability to learn multiple aspects of the cannabis industry ranging from new industry technologies and best cultivation practices, to general business management and improvement tactics.

In all workplaces, there is a risk of contracting Covid 19. It is our business priority to keep our team members, families, friends, and stakeholders safe. A covid 19 vaccination is required to work at this facility. If you are not vaccinated, we can help provide access to the vaccine. Any unvaccinated employee without need for reasonable accommodation or protected reasons will not be allowed to work on-premises until the Covid 19 pandemic is over. Please consider this policy before you apply.

The Cannabis Technician will carry out the daily cannabis grow and harvest operations. The Cannabis Technician will report to either the Harvest Technician Manager or the Grow Technician Manager.

Education/Experience:

- Technical knowledge and ability to read and comprehend instructions and follow established procedures and seek out process improvements.
- Ability to use tools (e.g. trimming shears, PH meter) and machines (trimming machines, pumps, etc.)
- Good understanding and implementation of quality control principles.
- Good communication skills (verbal and written)
- Ability to give, receive, and process constructive feedback

- Excellent hand-eye coordination.
- High school diploma: Higher degree from a technical school will be appreciated.
- Adaptability and willingness to learn in a fast-paced environment.

Cannabis Technician Responsibilities:

- Exhibit qualities of a successful member of a startup company.
- Anticipate, recognize, and encourage changes to improve processes.
- Proactively approach changes with an open mind and positive attitude.
- Engage in a heavy feedback-oriented culture.
- Construct goals and action plans to achieve said goals.
- Exhibit endurance and perseverance in working towards goals and success.
- Put in the work and time necessary to acquire/improve personal knowledge and skills in all areas.
- Facilitate the growing, harvesting, trimming, and packaging of cannabis products.
- Flex between Grow and Harvest tasks as needed based on production requirements.
- Challenge the pace of ever-evolving workflow.
- Maintain and challenge ever-changing output standards for packaging and cultivation tasks.
- Maintain and monitor grow room environment and crop care.
- Execution of day-to-day routine plant maintenance from clone to harvest (i.e. defoliations, lollipopping, fertigations, scouting, training/trellising, etc.)
- Conduct daily inspections of grow rooms (i.e. for pests, general plant health, potential issues, etc.)
- Monitor grow room environmental factors for abnormalities (i.e. lighting, humidity, temperature, substrate moisture, air flow, etc.)
- Maintenance of healthy mother plants.
- Cloning and propagation.
- Transplants and relocations of crops.
- Data collection and management. Interpretation of results. Application and evaluation.
- Pesticide applications and sprays.
- Maintenance of general cleanliness and sanitization of the facility.
- Report to Harvest Manager/Grow Manager.
- Deliver and discuss walkthrough observations and results on a daily basis.
- Bring issues and potential solutions to the Grow and Harvest Managers.
- Report in-process adjustments, daily task completion, and output.
- Liaise with Harvest Manager/Grow Manager to formulate objectives, understand requirements, and work together to find solutions.
- Participation during team meetings, brainstorming sessions, and process reviews.
- Communicate when unsure about the objectives and requirements of tasks and concepts.
- Communicate with the Grow and Harvest Managers when objectives and requirements are not being met.
- Demonstrate forward thinking and ability to plan for upcoming crop cycles and/or anticipated challenges.
- Organize workflow to meet specifications and deadlines.
- Autonomously complete daily and weekly tasks on schedule.
- Correctly prioritize task lists to maximize efficiency of available time spent on tasks.
- Liaise with Grow and Harvest Managers when deadlines are in danger of being missed.
- Monitor production to resolve issues and ensure output meets quality standards.
- Execute daily walkthroughs through assigned rooms to scout for issues and areas of improvement.
- Perform daily equipment calibration and inspection.

- Daily data collection and note keeping in an organized manner, available for Grow and Harvest Managers to review.
- Review observations and generate potential solutions to issues that arise or improvements that can be made.
- Regularly participate in process-related problem-solving activities.
- Report equipment issues and process downtime as they occur.
- Report product quality concerns in as they occur.
- Maintain product quality standards.
- Enforce health and safety precautions.
- Utilize PPE in all necessary circumstances.
- Speak up when safety procedures are not being followed.
- Speak up when potential safety improvements are observed.
- Participate in safety reviews.
- Completion of other tasks and projects as needed.
- Take on additional tasks and responsibilities as needed

Job Type: Full-time

Ahki Canna Custodian

Ahki Canna is dedicated to cultivating the highest quality Medical Marijuana products. We value professional, reliable relationships with our employees and customers. We will become a model representation for quality and compliant medical marijuana cultivation in the state of Michigan, with compassion and compliance being our highest priority. With active employee involvement and support, Ahki Canna will continue to achieve its goals. We sincerely hope our employees will take pride in being an important part of Ahki Canna's success.

Custodian Job Summary: The Custodian will clean and maintain the facility.

Supervisory Responsibilities:

- None.

Duties/Responsibilities:

- Performs general cleaning and janitorial duties in the offices and common areas of the building.
- Performs minor repairs and maintenance such as replacing light fixtures or unclogging pipes.
- Assists in cleaning and sanitizing restrooms, locker rooms, and breakroom area.
- Performs laundry services of employee uniforms and sanitize reusable PPE equipment.
- Performs limited grounds maintenance such as mowing and trimming lawns and hedges and cleaning snow from sidewalks.
- Maintains a neat and orderly janitors' room; ensures cleaning and maintenance supplies are tracked and stocked.
- Washes windows.
- Assists in examining facility for safety hazards; reports deficiencies to Facility Manager.
- Performs other related duties as assigned.

Required Skills/Abilities:

- Knowledge of safety hazards and proper use of various cleaning and sanitizing solutions.
- Detail-oriented and thorough.
- Ability to perform basic repairs and operate tools or equipment used in routine maintenance.
- Ability to keep the facility clean and orderly.
- Ability to interact with staff and visitors at the facility while remaining professional, polite, and courteous.

Education and Experience:

- High school diploma or equivalent required.

- Minimum of 1 year of janitorial/custodial experience.

Physical Requirements:

- Prolonged periods standing.

- Must be able to lift, bend, stoop, climb, reach, and lift up to 50 pounds at a time. Must be 21 years or older
Must agree to a criminal history background check

Job Type: Part-time, 1-2 day coverage per week

METRC & Inventory Technician

METRC & Inventory Technician Duties and Responsibilities

As the METRC Technician, you will be responsible for all intake, shipping, packaging, and inventory of cannabis products as it relates to the METRC platform and it's integrations. Responsibilities for this job include but are not limited to:

- Performing physical receipt and delivery of cannabis products and properly entering data into METRC
- Performing intake of cannabis products into the inventory management software
- Assisting the Compliance Officer with inventory and plant audits and reconciliations every 14 days
- Perform quality control checks on final products before delivery
- Drafting weekly audit, inventory, and delivery/sales reports for Compliance Officer
- Scheduling Secure Transport for deliveries and create METRC Transport Manifest
- Scheduling Safety Compliance Testing for Full Panel tests
- Assisting the Compliance Officer with full panel compliance testing
- Assisting the Compliance Officer with Harvest Day tasks
- Disseminating test results to stakeholders
- Create trade samples and sample transport manifests for the Sales team.
- Ensuring deliveries are fulfilled and delivered on time, and purchase orders match invoices and transfer manifests
- Troubleshooting inventory issues that may come up in the course of operating the platform
- Maintaining METRC and inventory management supplies
- Maintaining the cannabis vault organized and clean
- Assigning new METRC tags to plant and product packages
- Dealing with returns, product quarantines, and write-offs
- Researching and learning the METRC platform to become more efficient and knowledgeable with the ultimate goal of being able to train others
- Maintaining high-level familiarity with METRC and MMFLA/MRTMA rules and regulations relating to packaging and inventory controls
- Willing to be responsive outside of normal work hours in the case of an emergency (within reason)
- Additional Ad Hoc requests from management

METRC & Inventory Technician skills and qualifications

- Ability to work with other teams
- Proficient with technology, Project Management Software, and computers
- Experience with MS Office
- Experience in label-making software and printers is a plus
- Experience working in a logistics-based operation such as retail delivery or distribution/warehousing
- Strong typing skills
- Extremely detail-oriented and organized
- Prior experience with METRC is preferred but not required
- Positive attitude and can-do mentality
- Strong focus on being able to work collaboratively with various teams and outside vendors

What the Ideal METRC & Inventory Technician candidate looks like:

AHK! Canna is a Native American and Black-owned cannabis company in Michigan, we respect and value diversity in all aspects of life and business. Team members must enjoy working with other team members that come from all backgrounds of life, genders, race, and experiences and have a commitment to help further

foster an open and positive sense of company culture.

All candidates should also understand that AHKI Canna is an early phase company, therefore, AHKI Canna team members need to be able to thrive in an environment that is ever-evolving and are focused on constant improvement and finding efficiencies. Candidates should also have a problem-solving mentality and the ability effectively communicate through the proper channels to find a solution.

We believe that AHKI Canna is a rewarding and enjoyable place to work. Team members have the ability to learn multiple aspects of the cannabis industry ranging from new industry technologies and cultivation best practices to large-scale inventory management and fulfillment practices.

The Sales Administrative Assistant facilitates the efficient operation of the Sales Team by performing clerical and administrative work to support the Sales Representatives.

Duties/Responsibilities:

- Maintains filing and inventory systems as assigned
- Direct and coordinate activities involving sales of cannabis products produced to dispensaries
- Qualify leads as sales opportunities
- Report to CEO on sales results
- Retrieves information as requested from records, email, minutes, and other related documents; prepares written summaries of data when needed
- Create trade samples in METRC
- Create trade sample manifests
- Manage the CRM data and strategize with sales representatives about best course of action
- Following up with the retail locations regarding orders/payment
- Monitor client preferences to determine focus of sales efforts
- Review operational records and reports to project sales and determine profitability
- Responds to and resolves administrative inquiries and questions
- Coordinates and schedules travel, meetings, and appointments for sales team.
- Research vendors and collects prices, specifications, and other data related to goods and services.
- Maintain and expand client database
- Establishes and maintains recordkeeping system for sales
- Keep inventory up to date in house and in external systems
- Assist in MMFLA and MRTMA compliance measures
- Performs other related duties as assigned.

Required Skills/Abilities:

- Excellent verbal and written communication skills
- Excellent interpersonal and customer service skills
- Proficient in Microsoft Office Suite or related software – Adobe Suite is a plus
- Excellent organizational skills and attention to detail
- Basic understanding of clerical procedures and systems such as recordkeeping and filing.
- Ability to communicate, present and influence all levels of the organization, including executive and C-level
- Ability to learn and utilize multiple documentation systems (Leaflink, Nutshell, Quickbooks, METRC)
- Ability to work independently
- Excellent time management

Education and Experience:

- Associate's degree required; Bachelor's degree in related field preferred
- Experience in an administrative role preferred

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer
- Prolong periods of standing in grow space
- Must be able to lift up to 15 pounds at times

Subject: Welcome to the Social Equity All-Star Program!
Date: Friday, December 16, 2022 at 1:42:01 PM Eastern Standard Time
From: CRA-SocialEquity
To: Gabriel Thurin
Attachments: image001.png, CRA All-Star Program Seal 2022 - Gold (transparent).png, CRA All-Star Program Seal 2022 - Gold .png

Hello –

The Cannabis Regulatory Agency would like to congratulate you on your acceptance into the Social Equity All-Star Program at the Gold level.

We are excited to showcase your efforts within your community by placing your plans on the CRA's website [here](#).

Now that you have been accepted into the Social Equity All-Star Program here are some important things to know:

- You are being awarded a digital copy of your Social Equity All-Star Program Gold seal. Feel free to use this seal on your website, social media, or in your licensed establishment in any way that makes sense to highlight the establishment's efforts.
- Acceptance into this program is only valid for one year. In order to remain active in the program you will need to submit a new Social Equity All-Star Program form each year you want to participate, and if applicable, amended plans.
 - If at any time you would like to update your plans on the CRA website, you can email us your updated plan along with the Amendment form found on our website.
- If you would like to be featured on the CRA's social media accounts, let us know what you are doing to promote your Social Equity All-Star status. We would love to hear your story!

If there are any questions regarding this acceptance letter, please contact the Social Equity Team via telephone at (517) 284-8599 or via email at CRA-SocialEquity@michigan.gov.

Kind regards,

Social Equity Representative
Public Relations Section, Social Equity Team
Cannabis Regulatory Agency
(517) 284-8599

CRA-SocialEquity@Michigan.gov

<https://link.edgepilot.com/s/adaa8542/U8dnOlXWX06S857AsvjUGg?u=http://www.michigan.gov/CRA>





10/4/2023

Jared Chamber
Business Specialist
Community Planning & Economic Development
245 North Rose Street Suite 100
Kalamazoo, MI 49007

RE: 90 Day Request Probationary Approval Due to Financial Hardship

Dear Mr. Chambers,

I trust this letter finds you well. I am writing on behalf of The Woods Cultivation LLC (dba AHKI Canna) to formally and respectfully request an extension for our permit renewal fee.

Over the past year, our company has faced significant financial challenges, largely attributed to unforeseen price fluctuations in the cannabis industry. In 2022, we experienced a loss exceeding \$1 million, and the projections for 2023 indicate a similar trajectory. We are actively collaborating with lenders and investors to expedite the construction of our facility. This strategic move aims to reduce our production costs and stabilize our financial position.

We are confident that with a 90-day extension, we will be in a better position to address any deficiencies and settle outstanding payments. It is worth noting that The Woods Cultivation LLC holds the distinction of being one of the few, if not the only, cannabis facilities in Michigan that is both Native American and Black-owned. We firmly believe that our unique standing in the industry can significantly contribute to enhancing the representation of minorities in the cannabis sector.

We are deeply grateful to the city of Kalamazoo for the opportunities provided to businesses like ours, and we remain committed to upholding the highest standards in our operations. Your consideration of our request would be immensely appreciated.

Thank you for your time and understanding.

Warm regards,

Trent Friske, CEO & Raphael Thurin, COO
AHKI Canna

**Economic Development Corporation (EDC)
Proposed 2024 Budget**

Revenues	
Interest on Investments	\$1,000
Reimbursements	\$0
Application Fee Revenue	\$5,000
Bond Issue Revenue	\$25,000
Contribution from General Fund - Marijuana Equity Transfer	\$280,744
Contribution from Economic Initiative Fund, if EIF loans are approved	\$500,000
Total Revenue	\$811,744

Expenses	
Base Pay - Full Time - Exempt	\$40,694
Health Benefit Allocation	\$6,056
Defined Retiree Health Contribution	\$610
Workers Compensation	\$252
Dental Insurance	\$446
Employer Social Security	\$2,523
Fringe Benefit Allocation	\$1,424
Group Life Insurance	\$113
Deferred Compensation	\$610
Office Supplies and Forms	\$1,000
Postage	\$250
Professional Development	\$9,000
Loan Expense-if EIF loans are approved	\$500,000
Professional and Contractual Services	\$135,000
Legal Services	\$30,000
Advertising	\$6,500
Administrative Fees	\$4,206
Memberships	\$3,000
Subscriptions	\$0
Vehicle Lease	\$4,954
Projects	
Marijuana Equity Project ¹	\$364,119
State Funding - 315 E Frank	
Total Expense	\$1,110,757

Revenue over (under) expenditures	-\$299,013
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2023 EDC Budget

Revenues	YTD	Remaining Balance
\$ 1,000.00	\$ 1,000.00	\$ -
\$ -	\$ -	\$ -
\$ 20,000.00	\$ -	\$ 20,000.00
\$ 500,000.00	\$ 500,000.00	\$ -
\$ 234,261.00	\$ 234,261.00	\$ -
\$ 630,000.00	\$ 325,835.00	\$ 304,165.00
\$ 1,385,261.00	\$ 1,061,096.00	\$ 324,165.00

Expenses	Remaining Balance
\$ 41,590.00	\$ 21,346.85
\$ 6,056.00	\$ 3,393.91
\$ 1,300.00	\$ 728.50
\$ 258.00	\$ 261.00
\$ 446.00	\$ 177.12
\$ 3,182.00	\$ 1,556.46
\$ 853.00	\$ 171.93
\$ 113.00	\$ 153.52
\$ 1,300.00	\$ 320.20
\$ 1,000.00	\$ -
\$ 250.00	\$ -
\$ 3,000.00	\$ -
\$ 500,000.00	\$ 250,000.00
\$ 60,000.00	\$ -
\$ 30,000.00	\$ 19,788.00
\$ 5,000.00	\$ -
\$ 2,832.00	\$ 2,360.00
\$ 1,000.00	\$ 151.87
\$ 2,000.00	\$ -
\$ 2,400.00	\$ -
	\$ -
\$ 234,261.00	\$ 234,261.00
\$ 630,000.00	\$ 325,835.00
\$ 1,526,841.00	\$ 860,505.36

¹Restricted Fund Balance for Social Equity Projects at the end of 2023 will be \$364,119