

Agenda

Economic Development Corporation

Board of Directors



City of Kalamazoo

Thursday, May 15, 2025

7:45 AM

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

A. CALL TO ORDER/ROLL CALL

1. City Clerk Scott Borling will swear in the following individuals appointed by the City Commission to serve on the EDC/BRA Board of Directors: new members Scott Petersen, TJ Ward, and Eddie Warr; and reappointed members Rachel Bair, Kyle Gulau, and Jason Novotny.

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the EDC Board Meeting held on April 17, 2025

D. PUBLIC COMMENTS

E. DIRECTOR COMMENTS

F. NEW BUSINESS

1. Approval of a recommendation to the City Clerk's Office for a 2-year approval of the Adult Use Retailer Permit to Thrive Enterprises LLC dba Cookies Kalamazoo.
2. Approval of a recommendation to the City Clerk's Office for a 1-year approval of the Adult Use Processor Permit to 3300 Miller Road, LLC, contingent on the Applicant correcting the Fire and Building code deficiencies by May 31, 2025; if not corrected by that date, a 90-day probationary renewal will be automatically recommended.
3. Approval of a recommendation to the City Clerk's Office for a 1-year approval of the Adult Use Retailer Permit to Refine Michigan Co., contingent on the Applicant correcting the Fire and Building code deficiencies by May 31, 2025; if not corrected by that date, a 90-day probationary renewal will be automatically

recommended.

G. UNFINISHED BUSINESS

H. COMMUNICATIONS AND ANNOUNCEMENTS

I. STAFF REPORTS AND UPDATES

1. 2025 Q1 Budget Reports (Account 728 & 743)

J. ADJOURNMENT

**CITY OF KALAMAZOO
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
Thursday, April 17, 2025
Community Planning and Economic Development
245 N. Rose Street, Kalamazoo, MI 49007**

MEMBERS PRESENT: Kevan Hess; Jason Novotny; Sharon Ferraro; Kyle Gulau; Andrew Schipper; Michael Gurnee; Rachel Bair

MEMBERS ABSENT: Nathan Bolton; Lucas Middleton; Alonzo Wilson

CITY STAFF PRESENT: Jamie McCarthy (Development Manager); Jessica Wood (Attorney, Dickinson Wright); Logan Mulholland (Consultant, Fishbeck); Jared Chambers (Business Specialist); Heidi Waffle (Brownfield Project Assistant); Paul Thuringer (Development Administrator); Erin Hahn (Community Investment Administrative Assistant)

Meeting was called to order at 7:47 AM by Chair Novotny.

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

APPROVAL OF AGENDA: Director Schipper moved approval of the agenda; seconded by Director Hess. Motion approved by voice vote unanimously.

APPROVAL OF MINUTES: Director Gurnee moved approval of the minutes from the meeting of March 20, 2025; seconded by Director Ferraro. Motion approved by voice vote unanimously.

PUBLIC COMMENTS

None.

DIRECTORS' COMMENTS

None.

NEW BUSINESS

1. Recommend approval to the City Commission to appoint three new EDC/BRA Board Members and to reappoint three current board members for a second term.

Director Gulau discussed the process the nominating subcommittee went through to review board member applications and conduct interviews. They have identified three really good candidates out of the seven applicants, which includes Mr. Scott Petersen, Mr. Eddie Warr, and Mr. TJ Ward. He shared how each candidate will contribute to a well-rounded board.

Director Hess said Mr. Petersen and Mr. Warr live in the City of Kalamazoo. TJ lives outside of the city limits but has a business in the City. He mentioned their passion for Kalamazoo is what made them such

strong candidates. He thinks they will be great additions from an expertise standpoint and also a collaboration standpoint.

Director Hess went on to thank the board and City staff for being so great to work with in his time on the board in the last twelve years. He is sad to go but excited to see the work that is to come.

Chair Novotny thanked the nominating subcommittee for their time and commitment to find good quality candidates.

Ms. McCarthy mentioned one of the new appointees will be filling Director Greeley's partial term. She was wondering if there was one of the three candidates that they wanted to recommend for a partial term, which would make the individual eligible to serve the partial term and two terms thereafter.

Director Gulau said the nominating subcommittee will discuss and consider who to recommend for the partial term.

Director Schipper thanked Director Hess and Director Gulau for their time interviewing candidates.

Director Hess moved approval to recommend the City Commission appoint three new EDC/BRA Board members and to re-appoint three current board members for a second term; seconded by Director Schipper.

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

2. Approval of a proposal from Restorative Economics Group to develop leading metrics for the performance targets of the Economic Development Strategy.

Mr. Chambers explained if this is approved, the plan is to have Restorative Economics Group attend the EDC/BRA Retreat to work with the group.

Director Gulau moved approval of a proposal from Restorative Economics Group to develop leading metrics for the performance targets of the Economic Development Strategy; seconded by Director Bair.

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

UNFINISHED BUSINESS

None.

COMMUNICATIONS AND ANNOUNCEMENTS

None.

STAFF REPORTS AND UPDATES

None.

ADJOURNMENT: Meeting was adjourned at 7:58 AM by Chair Novotny.

Signature

Printed Name/Chair

Heidi Waffle/Recording Clerk

INTER-OFFICE MEMO

To: The Economic Development Corporation Board of Directors

From: Jared Chambers, Business Specialist

Date: March 10, 2025

Re: Adult Use Retailer Permit Renewal for Thrive Enterprises LLC dba Cookies Kalamazoo

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: Thrive Enterprises LLC dba Cookies Kalamazoo for its facility at 2712 Portage Street and that the EDC Board provide a recommendation regarding the renewal of this permit. The City Operating Permit, issued on June 1, 2023, is scheduled to expire on May 31, 2025, 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;
 - Cookies has 7 employees, 5 full-time & 2 part-time.
 - 1 Multi-Unit Store Manager, earning \$78,150/year.
 - 1 Inventory Manager, earning \$57,144/year.
 - 1 Floor Supervisor, earning \$18.50/hour.
 - 2 Inventory specialists, earning \$18.77/hour.
 - 2 Wellness Associates, earning, \$15/hour.
 - Benefits include; Prescription, Dental, Vision, Healthcare FSA, Dependent FSA, Commuter FSA, Telemedicine, KISx Card, Employee Assistance Program, Health and Wellness Program, 401(k), Cancer CARE, Medicare Assistance, Life and Disability Insurance, NICU Support, Pet Insurance, HUSK/Fitness Program, 8 paid holidays, Employee Discounts, & Employee Resource Groups.

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;
 - Cookies made a \$1,500 donation to Building Blocks of Kalamazoo.
 - They made a \$1,000 donation to the Edison Neighborhood Association.

- They sponsored and attended the Kalamazoo Cannabis Community Job and Resource Fair hosted by the Cannabis Chamber on October 24, 2024.
 - Cookies hosted a “Cultivate Your Career” virtual panel on November 19, 2024. The panel included current TerrAscend employees across Michigan, Pennsylvania, and New Jersey, who discussed their journey into cannabis, what TerrAscend looks for in employees, and how to set yourself up for success in the cannabis industry. This initiative was actually born from working with the City of Kalamazoo staff and the Cannabis Committee.
 - They contributed products valued at \$250 to the Kalamazoo Social Equity Cannabis Chamber Holiday Event on December 18, 2024.
 - Cookies utilizes Eloomi - an Employee Learning Management System that is used to deliver role-based training to all employees.
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;
- Cookies have been involved with the Social Equity Cannabis Chamber since early last year after it launched. A representative of Cookies attended the Kalamazoo Cannabis Professionals networking event June 27, 2024.
 - Staff from Cookies volunteered and assisted with a distribution event at Kalamazoo Loaves & Fishes on January 14, 2025.
 - Cookies supports Mission Green's Weldon Project. Customers donate to support Mission Green's efforts, which are dedicated to funding social change and financial aid for those who are serving prison time for cannabis-related offenses.
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.
- The facility conforms to the City's Nondiscrimination Ordinance provisions.
 - They have 2 employees in management; 2 are women, and 1 is a minority.
 - They have 5 employees in operations; 2 are women, and 2 are minorities.
6. A statement, with supporting documentation, providing answers to the following questions:
- a. How many City residents do you currently employ?
 - They currently employ 4 City residents.
 - b. How many current employees reside in Census Tracts 1 (Eastside); 9, 10 (Edison), and/or 2.02,3 (Northside)?
 - No employees currently reside in the identified census tracts.
 - c. What is your plan to employ residents of the identified census tracts?

- Cookies prioritizes recruitment and candidate selection by utilizing Kalamazoo's Public GIS Web Map tool, specifically targeting candidates from the Eastside, Northside, and Edison neighborhoods.
- d. How many of your employees have prior marihuana convictions (excepting a conviction for delivery or distribution to a minor)?
 - No current employees have 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 company removes barriers during the hiring process to make it easier for internal applicants to be promoted. Internal applicants have five days to apply for promotional opportunities before the role is released to the public. They offer a self-administered Leadership Development Training for all employees to refine and develop skills. There are career pathways for entry-level employment to Multi-Unit Store Manager. They offer Employee Resource Groups (ERGs) to support individuals who may have been impacted by past convictions.
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.
 - They are Gold-Star designated.

Please see the attached Marihuana Renewal Application Checklist, completed by City staff to verify if all ordinance requirements have been met.

The applicant has no outstanding financial obligations to the City, and there have been no complaints to the City Manager regarding compliance with the City's anti-discrimination ordinance. The facility has passed its City Fire & 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 Retailer Permit to Thrive Enterprises LLC dba Cookies Kalamazoo.

ATTACHMENTS

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

Adult Use Retailer, Marihuana Renewal Application Checklist for:

Thrive Enterprises LLC (dba Cookies)

2712 Porage Rd.

Type: Adult Use Retailer

	Date Received	Received By	Comments	
Renewal Application Received	1/31/2025	Jared Chambers		
Inspection Type:	Inspection Date	Completed by:	Satisfactory?	Notes
Fire Inspection - 123 E South St.	3/5/2025	Scott Brooks	Yes	
Zoning Inspection - 123 E South St.	3/5/2025	Pete Eldridge	Yes	
	Date	Name	Comments	
Business Community Benefits Check-In	3/12/2025	Jared Chambers		
	Invite Sent	EDC Meeting Date		
Invite to EDC Meeting	2/18/2025	5/15/2025		
	Full-Time	Part-Time	Comments	
Jobs Created	5	2		
	Yes/No	Comments:	Verified by:	
Any Past Due Financial Obligations with City? (i.e. taxes owed, fees, fines, etc)	Yes	2025 Personal Property Statement was due Feb. 20th - did they pay?	Andrew Falkenberg	
Silver Level Social Equity All-Star or better status with the Michigan Cannabis Regulatory Agency	Yes	Gold	Jared Chambers	
			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 Thrive Enterprises LLC dba Cookies Kalamazoo

Business Address 888 W Big Beaver Rd, Suite 200

City Troy **State** MI **Zip Code** 48084 **Business Phone** 248-808-4789

Business E-mail pgrace@terrascend.com **Business Website** www.gageusa.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 _____

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 2712 Portage Rd, Kalamazoo, MI 49001

Real Property Parcel Number 06-26-320-0002

Advertised Facility Name Cookies Kalamazoo

Manager - Full Name Katie Schinske- kschinske@terrascend.com

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

Name Peter Grace

Address 888 W Big Beaver Rd, Suite 200 **City** Troy **State** MI **Zip Code** 48084

Phone _____ **E-mail** pgrace@terrascend.com

Name Brianna DiSalvio

Address 888 W Big Beaver Rd, Suite 200 **City** Troy **State** MI **Zip Code** 48084

Phone 248-808-4789 **E-mail** bdisalvio@terrascend.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 who 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 the 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: 1/30/2025

Name (printed): Zachary Fleming Position: Authorized Signatory

STAFFING PLAN

Summary

Please indicate the number of employees who work at the licensed facility: 7

Full-time employees (32+ hours per week) 5 Part-time employees (< 32 hours per week) 2

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: Multi-Unit Store Manager Annual Average Compensation \$ 78,150.00

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

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

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

Position Title: Inventory Manager Annual Average Compensation \$ 57,144.10

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

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

Position Title: Floor Supervisor Annual Average Compensation \$ 18.50

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

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

Position Title: Inventory Specialist Annual Average Compensation \$ 18.77

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

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

Position Title: Wellness Associate Annual Average Compensation \$ 15

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

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:

Prescription, Dental, Vision, Healthcare FSA, Dependent FSA, Commuter FSA, Telemedicine, KISx Card
Employee Assistance Program, Health and Wellness Program, 401(k), Cancer CARE, Medicare Assistance
Life and Disability Insurance, NICU Support, Pet Insurance, HUSK/Fitness Program, 8 paid holidays
Employee Discounts, Employee Resource Groups

Attach additional pages as necessary.

ECONOMIC BENEFITS

Please fill out the information below relating to 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

ECONOMIC BENEFITS		
Economic Benefit	Description	Amount
Donation to Building Blocks of Kalamazoo	A community group organization that focuses on developing and improvement projects in Kalamazoo.	\$1500
Donation to Edison Neighborhood Association	A community group association which focuses on improving the quality of life in the Edison Neighborhood.	\$1,000
Donation to Kalamazoo Social Equity Cannabis Chamber	Provided products from the Cookies Kalamazoo store for the West Michigan Cannabis Industry Professional holiday party that was held on December 18, 2024	Products were worth \$250

JOB CREATION FOR LOCAL RESIDENTS		
Initiative/Description	Date(s)	Outcomes
Sponsored and attended the Kalamazoo Cannabis Community Job and Resource fair	October 26, 2024	Attended the resource fair and met with prospective individuals looking to enter the Kalamazoo cannabis industry
Hosted a Cultivate Your Career Virtual Panel	November 19, 2024	The panel included current TerrAscend employees across Michigan, Pennsylvania, and New Jersey, who discussed their journey into cannabis, what TerrAscend looks for in employees and how to set yourself up for success in the cannabis industry

COMMUNITY OUTREACH		
Initiative/Description	Date(s)	Outcomes
Representatives of Cookies Kalamazoo attended the Kalamazoo Cannabis Professionals networking event	June 27, 2024	Attended the networking event and met with prospective individuals looking to enter the Kalamazoo cannabis industry
Volunteer with Kalamazoo Loaves & Fishes	January 14, 2025	Assisted with a distribution event, providing a great way for people to pick up extra pantry and grocery supplies
Mission Green's Weldon Project	Ongoing	Customers donate to support Mission Green's efforts which is dedicated to funding social change and financial aid for those who are serving prison time for cannabis related-offenses.
Representatives of Cookies Kalamazoo attended West Michigan Cannabis Professionals holiday party	December 18, 2024	Attended the networking event and met with prospective individuals looking to enter the Kalamazoo cannabis industry

WORKER TRAINING PROGRAMS		
Initiative/Description	Date(s)	Outcomes
Employee training program	Ongoing	Cookies utilizes Eloomi-an Employee Learning Management System that is used to deliver role-based training to all employees

SOCIAL EQUITY

Please fill out the information below relating to Social Equity with 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;

SOCIAL EQUITY PLAN INITIATIVE		
Initiative/Description	Date(s)	Outcomes
Representatives of Cookies Kalamazoo attended West Michigan Cannabis Professionals holiday party and the Kalamazoo Cannabis Professionals networking event	December 18, 2024 and June 27,2024	Attended the networking event and met with prospective individuals looking to enter the cannabis industry
Hosted a Cultivate Your Career Virtual Panel	November 19,2024	The panel included current TerrAscend employees across Michigan, Pennsylvania, and New Jersey who discussed their journey into cannabis, what TerrAscend looks for in employees, and how to set yourself up for success when trying to get into the cannabis industry
Mission Green's Weldon Project	Ongoing	Customers donate to support Mission Green's efforts which is dedicated to funding social change, financial aid, and a re-entry program for those who are still serving pison time for cannabis-related offenses

EMPLOYEE DEMOGRAPHIC INFORMATION

Total Number of Employees:		7
Employees in Managerial Positions	Total Employees	2
	Number of Women	2
	Number of Minorities	1
Employees in Operational Positions:	Total Employees	6
	Number of Women	2
	Number of Minorities	2

How many City Residents do you currently employ?	Total Employees	1
How many residents do you currently employ from these Census Tracts?	Census Tract 1 (Eastside Neighborhood)	0
	Census Tracts 9 and/or 10 (Edison Neighborhood)	0
	Census Tracts 2.02, and/or 3 (Northside Neighborhood)	0

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

Cookies prioritizes recruitment efforts and candidate selection according to specific Kalamazoo Census Tracts

and within certain areas of the city utilizing the census tract tool. Gage specifically targets the Eastside, Northside, and Edison neighborhoods.

Eastside, Northside, and Edison neighborhoods. Members of our recruitment and hiring team utilize the Kalamazoo Public GIS Web Map tool

to identify the addresses of candidates in order to prioritize these candidates.

Attach additional pages as necessary.

2. 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 0

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

The company removes barriers during the hiring process to make it easier for internal applicants to be promoted. Internal applicants have five days to apply for promotional opportunities before the role is released to the public. We offer a self-administered Leadership Development Training for all employees to refine and develop skills. There are career pathways for entry level employment to Multi-Unit Store Manager. We offer Employee Resource Groups (ERGs) to support individuals who may have been impacted by past convictions.

Attach additional pages as necessary.

4. Please attach 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.



EMPLOYEE AND STAFFING PLAN OVERVIEW

Thrive Enterprises LLC’s core belief is that the success of our business will be dictated by the professionalism and commitment of our employees. As such, we have made efforts to ensure that our employees are not only trained in the scientific aspects of cannabis but are also thoroughly trained in the day-to-day operations of the business.

- A few of the points that will be covered in this Employee and Staffing Overview are:
- We currently employ seven (7) employees at our 2712 Portage Rd adult use retailer establishment.
- We employ one (1) City of Kalamazoo resident.
- We offer benefits to eligible employees in addition to competitive wages and salary, paying above the minimum wage, and offer regular merit salary increases.
- We offer paid employer health insurance to eligible employees.
- We have a professionally written employee handbook including a code of ethics to ensure employee honesty and integrity.

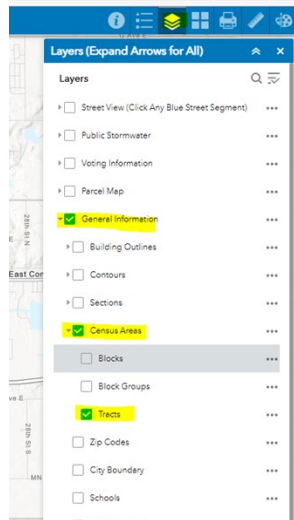
A. Job Creation, Adult Use

Concerning our adult use marijuana facility at 2712 Portage Rd (the “Facility”), for 2025-2026, the Facility currently employs seven (7) full-time and part-time individuals. Employees are offered competitive wages and benefits, and it is in our hiring practices to employ residents and individuals with societal barriers to employment.

B. Pre-Hiring Overview:

Cookies prioritizes recruitment efforts and candidate selection according to specific Kalamazoo Census Tracts and within certain areas of the city utilizing the census tract tool. Cookies specifically targets the Eastside, Northside, and Edison neighborhoods. Members of our recruitment and hiring team utilize the Kalamazoo Public GIS Web Map tool to identify addresses of candidates in order to prioritize these candidates. See below:

- [Public GIS Web Map \(kalamazoocity.org\)](http://kalamazoocity.org) (Census Tract Link)
 - How to pull the map: In the upper right corner click the “layers” button > general information>Census Areas>Tracts (screen shot below)



Cookies is also committed to “ban the box” initiative and does not inquire about prior convictions on job applications or posting materials – to give equal consideration to those candidates who may fall into this category. We are conscious of individual’s privacy and their right to choose whether or not to disclose certain prior convictions and arrests.

C. Post-Hiring Overview:

Upon hire, all employees undergo a comprehensive three-day orientation in the business, including receiving information on company policies, procedures, and expectations. Orientation also includes training on the requirements under MRTMA, MMFLA, and the rules promulgated thereunder as well as the local ordinances overseeing the Facility. This orientation also includes training on security, emergency protocol, point-of-sale systems, inventory systems, product, and sanitation protocols. Training also includes an introduction to all the facility’s human resources policies, including vacation and leave time, disciplinary procedures, and personal hygiene and grooming requirements. *See “Worker Training Programs” section under Economic Benefits Overview below.*

D. Benefits Information:

At COOKIES, we believe in going above and beyond minimum requirements of care; therefore, we offer the below benefits to all our employees. *See attached benefit plan documents.*

- Health insurance
- Health Savings Accounts
- Dental
- Optical
- Life Insurance
- Disability insurance



- Pet insurance
- 401K
- Flex PTO for salary workers

ECONOMIC BENEFITS OVERVIEW

Thrive Enterprises has delivered value to many municipalities which range in size from small townships to the City of Detroit.

Thrive Enterprises already employs hundreds of Michigan residents and continues to grow. Every facility that is owned and operated by Thrive Enterprises employs between 5-25 Michigan residents. As much as possible, Thrive Enterprises hires local talent. In every municipality, Thrive Enterprises is committed to positively impacting the communities which have accepted us into the local business community.

A. Job Creation for Local Residents:

Cookies currently employs 7 people at our Adult Use Retailer on 2712 Portage Ave in Kalamazoo. We employ:

- 1 – Multi-Unit Store Manager; \$78,150 annually
- 1 – Floor Supervisor; \$18.50 on average per hour
- 1 - Inventory Manager; \$57,144.10 annually
- 2 – Wellness Associate; \$15.00 on average per hour
- 2 - Inventory Specialists; \$18.77 on average per hour

Annually, these positions aggregately generate approximately \$400,000 in wages. These wages are used to further strengthen the municipalities in which our employees reside. These amounts are in addition to revenue related to property taxes, application and renewal fees, and the City’s share of excise tax revenue under MRTMA. Moreover, we are prioritizing local residents for each of these positions, meaning that these wages would stay in the City, as well as the commitment to hire those with societal barriers.

Cookies is proud to provide all its employees with competitive benefits. Whether answering phones or making strategic decisions, every employee of Cookies may elect to have medical, dental, vision, life, and disability insurance. *See attached benefit plan documents.* Further, Cookies understands that life happens, and a healthy workforce is a productive workforce. Accordingly, Cookies has relaxed policies toward vacation time and family leave.

B. Worker Training Programs:

Cookies has developed a rigorous employee training program to ensure that our employees comport their actions to local requirements and state law. Further, Cookies has developed standard operating procedures (SOPs) consistent with state law to eliminate operational variability amongst our establishments. Cookies utilizes Eloomi—an Employee Learning Management System that is used to deliver role-based training to all employees, as well as a robust leadership development program. The goal is better retention through



career development and training in order to ensure the Facility’s staff is developing professionally while employed. See below for the various trainings employees at the Facility complete during orientation.

New Hire Orientation-Retail People Leader

Day 1				Day 2			
New Hire Orientation-Day 1		HR Compliance-People Leader		Safety & Security		Compliance	
Welcome to TerrAscend Company Orientation (30)	HR Team Led	Code of Conduct & Ethics (30)	eloomi eLearning	Fire Safety (15)	"Check In" & eloomi	Cannabis Science (30)	eloomi eLearning
HR Orientation (30)	HR Team Led	Cyber Security Awareness (20)	eloomi eLearning	Sanitation & Personal Hygiene (15)	"Check In" & eloomi	POS Training (60)	"Check In" & eloomi
Total	60m	++Sexual Harassment & Abusive Conduct Prevention (60)	eloomi eLearning	HazCom (15)	"Check In" & eloomi	Customer Experience (30)	eloomi eLearning
		Preventing Discrimination & Harassment (55)	eloomi eLearning	First Aid/ Med Emergency Incident Reporting (15)	"Check In" & eloomi	Product Knowledge	eloomi eLearning
		Diversity & Inclusion (30)	eloomi eLearning	Active Shooter (15)	eloomi eLearning	• CBD 101 (15)	
		Workplace Violence (30)	eloomi eLearning	Robbery Prevention (15)	eloomi eLearning	• Tinct/Sol/Cap (20)	
		Avoiding Insider Trading (20)	eloomi eLearning	Emergency Action Plan (20)	"Check In" & eloomi	• Edibles (15)	
		total	4h8m	total	1h50m	• RSO (10)	
						• Concentrates (20)	
						• Topicals (5)	
						Total:1h25m	
						Total	3h25m

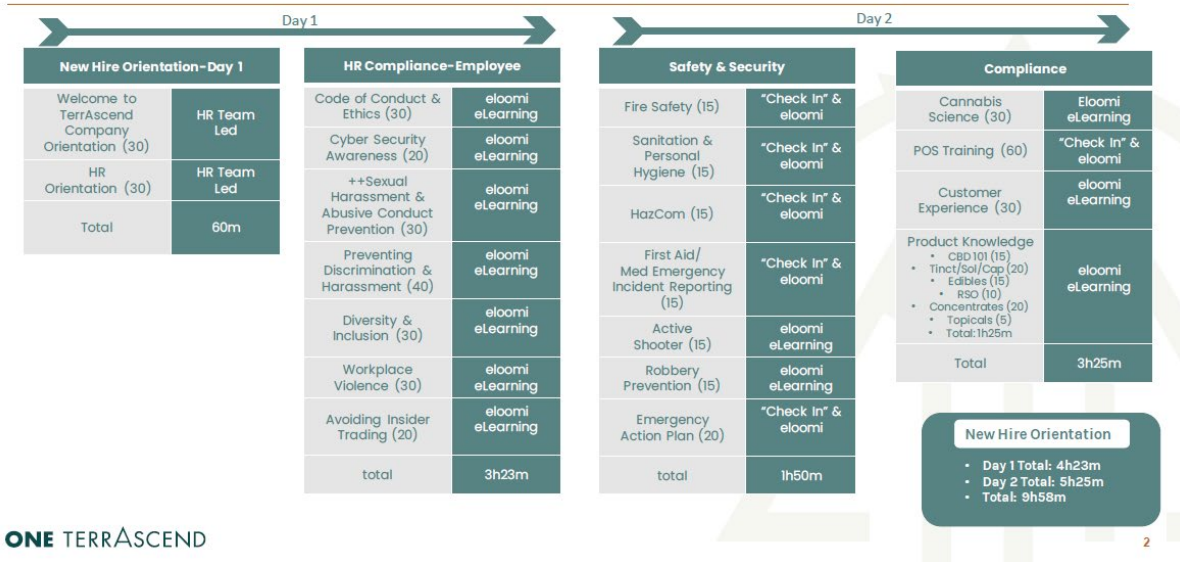
New Hire Orientation

- Day 1 Total: 5h8m
- Day 2 Total: 5h25m
- Total: 10h32m





New Hire Orientation-Retail Employee



C. Community Outreach:

Thrive Enterprises has established positive relationships with our neighbors, and engagement throughout the broader City of Kalamazoo/Kalamazoo County community. This is done in a myriad of ways.

2024 Initiatives:

- \$1,000 Monetary donation to Edison Neighborhood Association
- \$1,500 Monetary donation to Building Blocks of Kalamazoo
- Holiday Food Can Drive/Donation Boxes at all retail locations November 1, 2024 - December 15, 2024 with donations going to South MI Food Bank.
- Cultivate Your Career Virtual Panel – TerrAscend hosted a virtual panel on November 19, 2024.
 - The panel included current TerrAscend employees across Michigan, Pennsylvania, and New Jersey, who discussed their journey into cannabis, what TerrAscend looks for in employees, and how to set yourself up for success when trying to get into the cannabis industry.
- Mission Green’s Weldon Project - Participating in Mission Green’s Weldon Project which allows customers to donate to support Mission Green’s efforts which is dedicated to funding social change, financial aid, and a re-entry program for those who are still serving prison time for cannabis-related offenses.

We are still in the planning phase for 2025 but have begun outreach to community partners for volunteer opportunities. We are working to expand our outreach for community service and additional potential



partners. We kicked off 2025 by volunteering with Kalamazoo Loaves & Fishes on January 14, 2025. The Cookies team assisted with a distribution event, providing a great way for people to pick up extra pantry and grocery supplies. Clients could drive up during the event and receive extra food.

Building deeper connections with Kalamazoo’s vibrant neighborhood community organizations, specifically the Eastside, Northside, and Edison neighborhoods, is a top priority for Cookies. We aim to cultivate strategic partnerships by actively participating in various community events surrounding the cannabis industry and sponsoring targeted recruitment initiatives to elevate our employer brand, which will demonstrate our ongoing commitment to the community beyond merely fulfilling basic recruitment requirements.

Additionally, we developed a professional rapport with local law enforcement agencies and a coherent contingency plan for incidents that require law enforcement involvement at our facility including setting up active shooter & emergency response training. We have open communication with local law enforcement officials to make sure our security design stays up to date for any potential safety changes that may be needed.

SOCIAL EQUITY PLAN OVERVIEW

A. Social Equity to date and Kalamazoo updates:

Thrive Enterprises’s Social Equity initiative is a fundamental tenet of the company's corporate philosophy. Thrive Enterprises’s progressive grant program has donated nearly \$1 million to companies located in cities disproportionately impacted by marijuana prohibition.

Thrive Enterprises recognizes that the growth of the Michigan cannabis industry is directly related to the ability of individual municipalities to prosper from the success of their local entrepreneurs. Through our social equity initiative, selected entrepreneurs have been able to expand their business endeavors by receiving the funds they need to either kick-start or grow their businesses.

In 2019:

- Donated \$50,000 to its first recipient of the Society Equity Program, Redemption Cannabis. Founded by Ryan Basore, Redemption Cannabis is a Lansing-based marijuana company that donates a portion of its proceeds to less fortunate families affected by marijuana prohibition.

In 2020:



- Funded the Runners High 5k 2-hour walk/run on Belle Isle in Detroit. All proceeds and donations were used to fund university-based marijuana research projects at various academic institutions within the state of Michigan.

In 2021:

- Awarded two Social Equity Recipients a total of \$100,000.
- Conducted an 8-week virtual Social Equity Cohort Program to educate people on how to apply for social equity grants; develop, plan, and run a marijuana business.
- Participated in expungement fairs throughout Michigan.

In 2022:

- Participated in the Last Prisoner Project's (LPP) Roll It Up For Justice Program, which grants customers an opportunity to donate to the LLP at checkout.
- Donated a \$50,000 social equity grant to the MidWest Canna Nurses.
- Held a canned food drive during the month of November with the food being donated to SW Michigan Food Bank; and
- Held a warm clothing drive for coats, hats, gloves/mittens, scarves, socks, etc. during the month of December. Clothing was donated to local area shelters.

In 2023:

- Began participating in Mission Green's Weldon Project which allows customers to donate to support Mission Green's efforts which is dedicated to funding social change and financial aid for those who are still serving prison time for cannabis-related offenses.
- Donated \$2,500 to Building Blocks of Kalamazoo, a community group organization that focuses on developing and improvement projects in Kalamazoo.
- Donated \$2,500 to Edison Neighborhood Association Kalamazoo, a community association which focuses on improving the quality of life in the Edison Neighborhood.
- Donated \$2,500 to Habitat for Humanity Kalamazoo, a non-profit focusing on building houses for families in need.

2024 Initiatives:

- \$1,000 Monetary donation to Edison Neighborhood Association
- \$1,500 Monetary donation to Building Blocks of Kalamazoo
- Monetary donation to Sound Mind Sound Body (501c3 organization).
- Volunteer Day with Gleaners Food Bank in Detroit.
- Volunteer Day with Kent County Community Action Volunteer Day packing food for locals in need.
- Sponsored Buchanan Pride event
- Sponsored Edmore Potato Festival
- Monetary Donation to Center Line Public Safety K-9 Foundation.
- Monetary Donation to Center Line Independence Festival Foundation.



Thrive Enterprises LLC dba Cookies
Adult Use Renewal Application
2712 Portage Rd, Kalamazoo, MI 49008
Community Benefits

- Monetary Donation to Lansing Homeless Angels.
- Monetary Donation to Grand Rapids North East Citizens Action Association.
- Holiday Food Can Drive/Donation Boxes at all retail locations November 1, 2024 - December 15, 2024.
- Cultivate Your Career Virtual Panel – TerrAscend hosted a virtual panel on November 19, 2024.
 - The panel included current TerrAscend employees across Michigan, Pennsylvania, and New Jersey, who discussed their journey into cannabis, what TerrAscend looks for in employees, and how to set yourself up for success when trying to get into the cannabis industry.
- Mission Green’s Weldon Project - Participating in Mission Green’s Weldon Project which allows customers to donate to support Mission Green’s efforts which is dedicated to funding social change, financial aid, and a re-entry program for those who are still serving prison time for cannabis-related offenses.

We are excited about what is in store for 2025. We look forward to the opportunity to support the City of Kalamazoo by funding local businesses and participating in many other community outreach initiatives.

B. Gold Level Social Equity All-Star with CRA:

Thrive Enterprises continues to be a member of the CRA’ Social Equity All-Star Program at the **Gold** level. Thrive Enterprises was renewed for 2025. *See attached.*

January 1, 2025 – December 31, 2025

BENEFIT GUIDE



TERRASCEND

Your Benefits

4 Medical

Meritain (using the Aetna network)
T: 1-800-925-2272
W: www.meritain.com

4 Prescription

SmithRx
T: 1-844-454-5201
W: www.smithrx.com

6 Flexible Spending Account

Accrue
T: 1-866-657-7991
W: www.accruemacs.com

7 Save on Medical Care

KISx Card Program
T: 1-877-438-5479
W: www.getkisx.com

Accarent Health
T: 1-866-771-0697
W: www.accarenthealth.com

8 Telemedicine

Teladoc – available to all enrolled in a company medical plan
T: 1-855-835-2362
W: www.teladochealth.com

10 Dental

Delta Dental
T: 1-800-932-0783
W: www.deltadentalins.com

11 Vision

VSP
T: 1-800-877-7195
W: www.vsp.com

12 Voluntary Disability Insurance

13 Wellness Program

Sabender
W: www.sabender.com

14 Employee Assistance Program

Personal Assistance Services
T: 1-800-356-0845
W: www.mypaseap.com

Eligibility

TerrAscend offers a variety of benefits allowing you the opportunity to customize a benefits package that meets your personal needs.

In the following pages, you'll learn more about the benefits offered. You'll also see how choosing the right combination of benefits can help protect you and your family's health and finances – and your family's future.

Please refer to your official plan documents for detailed plan information.

WHEN AM I ELIGIBLE?

Benefits begin on the first of the month following 30 days of employment. Part-time and internship employees are not eligible to participate.

Coverage will end at the end of the month following date of termination or resignation.

WHO'S AN ELIGIBLE DEPENDENT?

- Your legal spouse
- Your child(ren) for whom you have legal guardianship, up to age 26

WHEN CAN I ENROLL?

You can sign up for benefits at any of the following times:

- As a new hire at your initial eligibility date
- During the annual open enrollment period
- Within 30 days of a qualified life event, including the following:
 - Your marriage or divorce
 - Birth or adoption of an eligible child
 - Death of your spouse or covered child
 - Change in your spouse's work status that affects your benefits
 - Change in your work status that affects your benefits
 - Change in your child's eligibility for benefits

You must notify and provide TerrAscend with the necessary documentation within 30 days from the life event. The IRS allows changes to be made within 60 days for those eligible for Medicaid or CHIP under HIPAA Special Enrollment Rights. Visit www.benefitsatterrascend.com for more information.

If you fail to do so, you will be required to wait until the next annual enrollment period to make benefit changes, unless you have another qualified life event.

Terms to Know

COBRA

TerrAscend's medical, prescription, dental, and vision plans are all eligible for COBRA continuation, which allows you to continue coverage under a personal policy with our vendors, should you or a dependent become ineligible for coverage due to age limits or separation from employment. Reach out to Wex, TerrAscend's third-party administrator, for additional information.

Coinsurance

Coinsurance is a cost share. Once you meet the deductible, Meritain will share in the cost of your claims. You are responsible for a percentage of the cost for the claim. The amounts you pay in coinsurance apply to your out-of-pocket maximum.

Copays

Copays are set dollar amounts you pay for specific services. These costs are typically collected at the time of services.

Deductible

You pay first dollar costs for claims subject to your deductible and you receive the Discounted Rate for all covered claims with an in-network provider.

Discounted Rate/Allowed Amount

When you enroll in coverage you become a Meritain member, using the Aetna network. As a member, you get access to their network of providers (doctors and facilities) – these are in-network providers. Meritain members receive Discounted Rates with these in-network providers.

Explanation of Benefits (EOB)

You will receive an EOB from Meritain for any of your services that would have a member cost. The EOB will state the provider's name, date of service, charges covered by your insurance, and your responsibility. The EOB is not a bill, and you can expect to receive the bill directly from your provider.

Out-of-Pocket Maximum

This amount is the maximum amount you will pay towards covered services on the plan for the plan year. This amount includes the amounts you pay in deductible and copays.

Medical and Prescription Insurance

TerrAscend offers two medical plans through Meritain, using the Aetna network. The chart on the next page provides an overview and comparison of the plans. Please refer to the benefit summary for further detail.

Your prescription drug plan is administered by SmithRx and is included for employees enrolled in a medical plan.

Meritain

1-800-925-2272

www.meritain.com

SmithRx

1-844-454-5201

www.smithrx.com



IN-NETWORK – Meritain, using the Aetna network

DEDUCTIBLE

Individual / Family	\$0	\$2,000 / \$4,000*
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*if you are enrolled with a family member, each person is capped at the individual deductible

MAXIMUM OUT-OF-POCKET

Individual / Family	\$7,350 / \$14,700	\$7,350 / \$14,700
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PREVENTIVE CARE

Annual Well Check, Immunizations, and Other Related Services	\$0	
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FACILITY VISITS

Primary Care	\$15 copay	\$20 copay
Specialist Visits	\$30 copay	\$40 copay
Telemedicine – Teladoc	\$0	\$0
Imaging or Procedure through KISx Card	\$0	\$0
Inpatient Hospital	\$400/day	You pay 20% after deductible
Outpatient Surgery	\$400 copay	You pay 20% after deductible
Emergency Room	\$300 copay	\$300 copay
Urgent Care	\$100 copay	\$100 copay

OUTPATIENT DIAGNOSTIC SERVICES

X-Ray Services	\$60 copay	\$60 copay
CT/PET Scan, MRI	\$200 copay	\$200 copay

PRESCRIPTIONS

Tier 1 – Generic*	\$15 copay	
Tier 2 – Preferred Brand	\$35 copay	
Tier 3 – Non-Preferred Brand	\$50 copay	
Tier 4 – Specialty**	Covered at 100%/\$0 copay	

OUT-OF-NETWORK – Refer to Summary of Benefits and Coverage

Please login to Wurk for your plan rates.

*Select mental health generic medications are \$0.
**May require a small manufacturer's copay.

Flexible Spending Account

Available to all employees!

Flexible spending accounts (FSA) provide you with the opportunity to pay for unreimbursed eligible health care and/or dependent care expenses on a before-tax basis.

Healthcare FSA

Available with the Copay Plan

- Tax-free savings help to pay for certain health care expenses
- Use it for office visit copays, Rx and more
- Contribute up to \$3,200 per year
- Rollover up to \$640 of unspent fund per year into the following plan year

Dependent Care FSA

Available with either plan

- Tax-free savings help to pay for certain dependent care expenses
- Use it for eligible dependent care services, such as preschool, summer day camp, before or after school programs, and child or adult daycare
- Contribute up to \$5,000 per year

Commuter FSA

This benefit allows you to set aside pretax dollars for mass transit commuting and parking fees.

Benefits

- Save 40% or more on your costs commuting to and from work
- Contribute up to \$280 for transit and \$280 for parking in 2024
- Use it for train, bus, subway, ferry, vanpool, and parking garage/meter near your place of employment
- Any money contributed to your transit or parking benefit rolls over every month until it is used, or you are no longer eligible

Accrue

1-866-657-7991

www.accruemacs.com



Save on Medical Care

Imagine paying \$0 for a knee replacement, colonoscopy, or even cancer care?

TerrAscend offers two programs you can use for free: KISx Card Program and Accarent Health.

KISx Card Program

With the free KISx Card Program, you have coverage for over **400 surgical and imaging procedures**, at no cost after reimbursement!

HOW DOES THE PROGRAM WORK?

If your doctor determines that you need to receive surgery or imaging, before looking for an in-network provider and scheduling the procedure, do this:

1. First call a KISx Card nurse at **1-877-438-5479**. Your dedicated nurse will help you find a participating provider AND will help you schedule the appointment.
2. You will receive a voucher to present at the time of service. Present this voucher instead of your medical ID card.
3. You will not pay anything for your service!

Accarent Health

Use this program for advanced surgery, like complex cancer surgery, bariatric surgery, and cardiac surgeries, for example.

Accarent offers one of the most robust selections of medical procedures available. They currently have over 130 procedures offered by top-rated hospitals across the country, from common knee and hip replacement, to complex organ transplant.

And the cost is FREE for you!

Learn more:

www.benefitsatterrascend.com/save

Telemedicine with Teladoc

Available to employees enrolled in one of our medical plans, Teladoc is a benefit that gives you 24/7/365 access to U.S. board-certified doctors who can resolve many of your medical health concerns via phone or online video. With this program, doctors can diagnose and treat a vast range of non-emergency medical conditions and provide services such as writing a prescription, if needed.

This includes:

- Allergies
- Bladder infection
- Bronchitis / Sore throat
- Cold / Cough
- Fever
- Migraines / Headaches
- Pink eye
- Seasonal flu
- Sinus problems
- Stomachaches



Access Teladoc

- Call 1-855-835-2362
- Visit www.teladochealth.com
- Install the Teladoc app – download from the Apple App Store or Google Play
- We recommend setting up your account ahead of time

Know Where to Go

Telemedicine	Doctor's Office	Urgent Care	ER
\$	\$	\$	\$\$\$
<p>Access Teladoc to treat minor medical conditions. Connect with a board-certified doctor via phone or online video when, where, and how it works best for you.</p>	<p>The best place to go for routine or preventive care, or to keep track of medications.</p>	<p>For conditions that aren't life threatening. Staffed by nurses and doctors and usually have extended hours.</p>	<p>For immediate treatments of critical injuries or illness. Open 24/7. If a situation seems life-threatening, call 911 or go to the nearest emergency room.</p>
<ul style="list-style-type: none"> ▪ Colds and flu ▪ Rashes ▪ Sore throats ▪ Headaches ▪ Stomachaches ▪ Fever ▪ Allergies ▪ UTIs and more 	<ul style="list-style-type: none"> ▪ General health issues ▪ Preventive care ▪ Routine checkups ▪ Immunizations and screenings 	<ul style="list-style-type: none"> ▪ Non-life threatening injuries/illnesses ▪ Minor broken bones ▪ Strep throat 	<ul style="list-style-type: none"> ▪ Life threatening emergencies ▪ Moderate to severe burns ▪ Severe abdominal pain or difficulty breathing ▪ Signs of a heart attack or stroke



Dental Insurance

TerrAscend offers one dental plan through Delta Dental. It is a PPO plan, which allows you to use in-network or out-of-network benefits. If out-of-network dentists are used, you will be responsible to pay the difference between Delta Dental’s allowed amount and what the dentist may charge, also known as “balance billing.” The chart below provides a brief overview of the plan.

Delta Dental

1-800-932-0783

www.deltadentalins.com

**Plan Year: January 1, 2025 –
December 31, 2025**

DELTA DENTAL PPO

IN-NETWORK	
DEDUCTIBLE	
Individual / Family	\$50 / \$150
ANNUAL MAXIMUM	
Per covered person	\$1,500
PREVENTIVE CARE	
Exams, X-rays, Cleanings, Fluoride Applications	\$0
BASIC PROCEDURES	
Fillings, Periodontal Maintenance, Simple Extractions, General Anesthesia	You pay 20%
MAJOR PROCEDURES	
Crowns, Inlays, Bridges, Dentures	You pay 50%
ORTHODONTIA	
Children and Adults Maximum Lifetime Benefit	You pay 50% up to a \$1,500 lifetime max

Please login to Wurk for your plan rates.

Vision Insurance

TerrAscend offers one vision plan through VSP.

VSP

1-800-877-7195

www.vsp.com

**Plan Year: January 1, 2025 –
December 31, 2025**

VSP CHOICE PLAN

IN-NETWORK

EYE EXAM	Every 12 months \$5 copay
LENSES	Every 12 months
Single Vision	\$10 copay
Bifocal Lenses	\$10 copay
Trifocal Lenses	\$10 copay
Lenticular Lenses	\$10 copay
FRAMES	Every 24 months \$130 allowance
CONTACT LENSES	Every 12 months
Elective	\$130 allowance
Medically Necessary	\$0 copay

Please login to Wurk for your plan rates.

Voluntary Insurance

We offer voluntary life insurance and AD&D and voluntary long-term disability.

Voluntary Life Insurance

You may choose coverage at a minimum of \$10,000 and a maximum of \$500,000, with a guaranteed issue limit of \$150,000 for employees, \$25,000 for spouses, and \$10,000 for children. If you would like to apply for more than this amount, you will need to complete an Eligibility of Insurance form, which can be found in Wurk.

The maximum amount of voluntary life insurance you can enroll in as an employee is no more than five times your salary. If your spouse enrolls, the maximum amount they can enroll in is no more than 50% of the amount you enrolled in.

You may enroll in increments of \$10,000 as an employee. Your spouse may enroll in increments of \$5,000. If you enroll your children, you may enroll them in increments of \$1,000.

Voluntary Short-Term Disability

The short-term disability program, begins when you are disabled for more than 7 days. The benefit is 60% of your weekly income, up to \$1,000.

Voluntary Long-Term Disability

The long-term disability program, begins when you are disabled for more than 90 days. The benefit is 60% of your monthly income, up to \$5,000.



Wellness Program

Introducing Sabender: Your New Wellness Partner in 2025

What is Sabender?

Sabender is an AI-powered mental well-being platform designed to support your resilience, reduce stress, and build leadership skills. Its resources range from short videos to interactive exercises – all created to help you thrive personally and professionally.

How Sabender Works

With over 1,000 science-backed resources, Sabender provides easy access to tools that improve emotional well-being, prevent burnout, and foster a healthy work-life balance.

Learn more:

www.benefitsatterrascend.com/wellness



Employee Assistance Program

Personal Assistance Services (PAS) is a FREE* resource provided to you by TerrAscend, which you and your family members can use when needed.

PAS provides a wide array of counseling and life coaching services to support you and your dependents through the full spectrum of life events – including those that are exciting and inspiring as well as those that are difficult. PAS helps enhance wellbeing at any stage of life – whether you are single, married, or divorced, healthy or facing medical challenges, starting your career or considering retirement.

All PAS services are confidential and available to you and your dependents at no cost.* California residents are eligible for up to 8 sessions.

To access services,

- If you live in California, call the PAS Helpline at **1-877-828-3635**
- If you live in any other state, call the PAS Helpline at **1-800-356-0845**

You can also register for free at <https://mypaseap.com/register>. Use code **TERUSA** to register.

*Short-term counseling is provided at no cost to you. If you need more extensive and in-depth counseling beyond the initial sessions, there may be a cost required.



Contact Information

Refer to the information below to contact your TerrAscend benefits team or your Viridis healthcare advocate.

TERRASCEND BENEFITS TEAM

T: 484-816-6721

E: benefits@terrascend.com

W: www.benefitsatterrascend.com

VIRIDIS HEALTHCARE ADVOCATE

Heather Malik

T: 215-660-0353

E: heather@viridisinsurance.net

Visit www.benefitsatterrascend.com for more information on your benefits, FAQs, enrollment instructions, and much more.





**Thrive Enterprises LLC
License Numbers**

AU-R-000601
AU-R-000259
AU-R-000466
AU-R-000693
AU-P-000276

SOCIAL EQUITY PLAN

Gage Cannabis Company identifies Social Equity as a fundamental tenet of the company's corporate philosophy. We are committed to Social Equity and support national and local partners focused on the acknowledgement of systemic inequalities, and initiatives that ensure that everyone in our communities has access to opportunities.

Gage also recognizes that the growth of the Michigan cannabis industry is directly related to the ability of individual municipalities to prosper from the success of their local entrepreneurs. Through our social equity initiative, Gage enables selected entrepreneurs to expand their business endeavors by offering them the funds they need to either kick-start or grow their businesses.

Gage has a progressive grant program that strives to offer nearly \$1 million to companies located in cities disproportionately impacted by marijuana prohibition. A timeline of previous grants and outreach/equity contributions is as follows:

In 2019:

- Gage donated \$50,000 to its first recipient of the Society Equity Program, Redemption Cannabis. Founded by Ryan Basore, Redemption Cannabis is a Lansing-based marijuana company that donates a portion of its proceeds to less fortunate families affected by marijuana prohibition.

In 2020:

- Gage funded the Runners High 5k 2-hour walk/run on Belle Isle in Detroit. All proceeds and donations were used to fund university-based marijuana research projects at various academic institutions within the state of Michigan.

In 2021:

- Gage awarded two (2) - \$50,000 Social Equity Recipients for a total of \$100,000.
- Gage conducted an 8-week virtual Social Equity Cohort Program to educate people on how to apply for social equity grants; develop, plan, and run a marijuana business.

In 2022:

- Gage began participating in the Last Prisoner Project's (LPP) Roll It Up For Justice Program, which grants customers an opportunity to donate to the LLP at checkout. Last Prisoner Project is an organization who works to free individuals still unjustly imprisoned for cannabis. \$16,576.42 has been collected from customers for May 2022 – Feb 2023.
- Gage donated a \$50,000 social equity grant to the minority-owned Midwest Canna Nurses.

2023 Initiatives:

- In December 2023, Gage donated funds to Habitat for Humanity Grand Rapids.
- Donated \$2,500 to Building Blocks, a Kalamazoo community organization that focuses on developing and improvement projects in Kalamazoo.
- Donated \$2,500 to Edison Neighborhood Association Kalamazoo, a community association which focuses on improving the quality of life in the Edison Neighborhood.
- Donated \$2,500 to Habitat for Humanity Kalamazoo, a non-profit focusing on building houses for families in need.
- Began participating in Mission Green's Weldon Project which allows customers to donate to support Mission Green's efforts which is dedicated to funding social change, financial aid, and a re-entry program for those who are still serving prison time for cannabis-related offenses.

2024 Initiatives:

- Monetary donation to Sound Mind Sound Body (501c3 organization).
- Volunteer Day with Gleaners Food Bank in Detroit.
- Volunteer Day with Kent County Community Action Volunteer Day packing food for locals in need.
- Sponsored Buchanan Pride event
- Sponsored Edmore Potato Festival
- Monetary Donation to Center Line Public Safety K-9 Foundation.
- Monetary Donation to Center Line Independence Festival Foundation.
- Monetary Donation to Lansing Homeless Angels.
- Monetary Donation to Grand Rapids North East Citizens Action Association.
- Holiday Food Can Drive/Donation Boxes at all retail locations November 1, 2024 - December 15, 2024.
- **Cultivate Your Career Virtual Panel** – TerrAscend hosted a virtual panel on November 19, 2024. The panel included current TerrAscend employees across Michigan, Pennsylvania, and New Jersey, who discussed their journey into cannabis, what TerrAscend looks for in employees, and how to set yourself up for success when trying to get into the cannabis industry.
- **Mission Green's Weldon Project** - Participating in Mission Green's Weldon Project which allows customers to donate to support Mission Green's efforts which is dedicated to funding social change, financial aid, and a re-entry program for those who are still serving prison time for cannabis-related offenses.

CORPORATE SPEND PLAN

Gage is committed to playing an integral role in the development of a more equitable cannabis industry in the State of Michigan. We strive to work with diverse suppliers, including women-owned, minority-owned, veteran-owned, as well as including suppliers who were previously disproportionately impacted by marijuana enforcement.

Examples of companies include the following:

BIPOC:

Vibes
Lemonnade
Runtz
Doggy Bagg
Run the Jewels
Tyson 2.0
Viola
Saucey

Veteran Owned:

Healing Organic Garden STIIIZY

Women owned/Founded:

Kiva Confections/Lost Farm
TreeTown
Wana

Gage is dedicated to maintaining a diverse supply base and strives to continue to give preference to minority, women, and veteran owned brands.

COMMUNITY REINVESTMENT PLAN

The Social Equity Program is designed to encourage participation in the marijuana industry by people who live in Michigan communities which have been disproportionately impacted by marijuana prohibition and enforcement. We currently have operating facilities in the following communities which have been disproportionately impacted by marijuana prohibition and enforcement:

- **Calhoun:** Battle Creek
- **Ingham:** Lansing
- **Jackson:** Jackson
- **Kalamazoo:** Kalamazoo
- **Kent:** Grand Rapids
- **Lenawee:** Adrian
- **Macomb:** Center Line
- **Montcalm:** Edmore
- **Washtenaw:** Ann Arbor
- **Wayne:** Detroit

HIRING PRACTICES

When looking to hire for our facilities in all locations, we prioritize local residents from each of the open positions and continuously expand our onboarding efforts to reach those from these communities. Continuous development in each of their roles is an important corporate initiative and Gage offers training courses so that employees can continue to grow. Additionally, Gage also looks to partner with local contractors, architects, engineers and armed security to when the needs arise to prioritize local talent for our business. These positions contribute to new annual wages in the municipalities, as well as revenue related to property taxes, application and renewal fees, and the municipality's share of excise tax revenue.



VOLUNTEER AND COMMUNITY OUTREACH COMMITMENTS

Gage is continuously looking to expand volunteer and community outreach to areas that are most in need. Gage is currently finalizing our 2025 community outreach initiatives to include extensive annual volunteer time and monetary donations in the following municipalities: Grand Rapids, Kalamazoo, Center Line, Detroit, Edmore, and Lansing.

INTER-OFFICE MEMO

To: The Economic Development Corporation Board of Directors

From: Jared Chambers, Business Specialist

Date: April 9, 2025

Re: Adult Use Processor Permit Renewal for 3300 Miller Road, 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: 3300 Miller Road, LLC for its facility at 3300 Miller Road and that the EDC Board provide a recommendation regarding the renewal of this permit. The City Operating Permit, issued on June 1, 2023, is scheduled to expire on May 31, 2025, 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;
 - They have 11 full-time employees.
 - 1 Treasure, earning \$80,000/year.
 - 1 Regional Manager, earning \$80,000/year.
 - 1 Inventory Supervisor, earning \$60,000/year.
 - 1 Foreman, earning \$25.00/hour.
 - 1 Solventless Lab Director, earning \$60,000/year.
 - 6 Packagers/Lab Technicians/Order Builders, earning \$15.00-\$17.00/hour.
 - After 90 days, employees can accumulate PTO, paid sick time, and 6 paid 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;
 - In March 2025, they made 3 local hires for packager positions.
 - They plan to hire 1 additional packager and a solventless technician by June 2025.
 - Over the past 2 years, they have donated nearly \$80,000 to local organizations that specialize in various community and economic services.

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.
 - 3300 Miller Road, LLC has made substantial donations to Kalamazoo non-profit organizations, many of which are social equity-focused. Below are the organizations and donation amounts from 2024.

Organization	Donation
Read and Write Kalamazoo (RAWK)	\$3,000.00
Kalamazoo Academy of Rock (KAR)	\$100.00
El Concilio	\$3,090.00
SW Michigan Land Conservancy (SWMLC)	\$600.00
OutFront Kalamazoo	\$1,241.40
Loaves & Fishes	\$9,000.00
Synergy Health Center	\$12,000.00
Black Wall Street	\$4,500.00
Douglas Community Center	\$4,500.00
Urban Alliance	\$4,500.00
TOTAL	\$42,531.40

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;
 - The business is not currently in default; however, it failed to file required personal property tax documents until prompted by the license renewal process. Although no taxes are currently due, the State Tax Commission is expected to assess a liability later this year. Because of STC scheduling, any resulting tax bills will be issued after the normal probationary license period ends, effectively delaying enforcement until the next renewal cycle.
 - The Assessor’s Office determined that the business does not demonstrate full compliance with renewal requirements, specifically related to tax filings, and is therefore not eligible for a 2-year renewal under §20B-12(E).

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.
 - The hiring and public accommodation practices of the facility conform to the City's Nondiscrimination Ordinance provisions.
 - They ‘Ban the Box’ when it comes to new employee applications.
 - There are 4 manager positions, 3 are women.
 - There are 7 operational positions, 4 are women and 1 minority.
 - 2 employees have been disproportionately impacted by marihuana prohibition and enforcement.

6. A statement, with supporting documentation, providing answers to the following questions:
 - a. How many City residents do you currently employ?
 - 9 employees are City residents.
 - b. How many current employees reside in Census Tracts 1 (Eastside); 9, 10 (Edison), and/or 2.02,3 (Northside)?
 - 4 employees reside in the Eastside Neighborhood.
 - c. What is your plan to employ residents of the identified census tracts?
 - Applications are posted on Indeed.com, and all individuals, including those with previous marijuana convictions, are encouraged to apply.
 - They have reached out to local community centers for help in employing these individuals.
 - They have also reached out to several City Council members to help search for people of color and those who have been disproportionately affected by marihuana prohibition and enforcement.
 - d. How many of your employees have prior marihuana convictions (excepting a conviction for delivery or distribution to a minor)?
 - 2 employees have 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?
 - They promote within the company first before posting externally.

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.
 - They have renewed their Gold-level.

Please see the attached Marihuana Renewal Application Checklist, completed by City staff to verify if all ordinance requirements have been met.

The applicant currently has no outstanding financial obligations to the City, and there have been no complaints to the City Manager regarding compliance with the City's anti-discrimination ordinance. The facility has not passed its City Fire & 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 1-year approval of the Adult Use Processor Permit to 3300 Miller Road, LLC, contingent on the Applicant correcting the Fire and Building code deficiencies by May 31, 2025; if not corrected by that date, a 90-day probationary renewal will be automatically recommended.

ATTACHMENTS

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

Adult Use & Medical Safety Compliance, Marihuana Renewal Application Checklist for:				
3300 Miller Road, LLC				
3300 Miller Rd.				
Type: Adult Use Processor				
	Date Received	Received By	Comments	
Renewal Application Received	3/7/2025	Jared Chambers		
Inspection Type:	Inspection Date	Completed by:	Satisfactory?	Notes
Fire Inspection - 123 E South St.	4/15/2025	Scott Brooks	No	<p>1. Use of door stops throughout building on fire separation doors with auto closers.</p> <p>2. Small room in southwest corner of main processing room:</p> <p>a. Drain line running through door opening to floor drain in main processing room. Plumbing Permit required.</p> <p>b. Cooler resting on cinder blocks. This will need a more permanent base constructed for cooler to sit on or return cooler to floor.</p> <p>c. New water line and water filters set-up that feed equipment in this room. Plumbing Permit required.</p> <p>3. Main processing room:</p> <p>a. South emergency exit door on building has equipment blocking the main path of travel.</p> <p>b. Restroom door partially obstructed by equipment.</p> <p>c. Power strips being used to power large coolers. Separate outlets required for these coolers.</p> <p>d. Mechanical room has shelf unit that needs to be removed as door cannot be fully opened. This room should not have items stored in it due to electrical panels and transformer.</p> <p>e. New three-phase electrical transformer in mechanical room and power feed on south side of building for freestanding cooler has no permit. Electrical Permit required.</p>
Zoning Inspection - 123 E South St.	4/15/2025	Pete Eldridge	Yes	
	Date	Name	Comments	
Business Community Benefits Check-In	4/9/2025	Jared Chambers		
	Invite Sent	EDC Meeting Date		
Invite to EDC Meeting	3/25/2025	5/15/2025		
	Full-Time	Part-Time	Comments	
Jobs Created	11	0		
	Yes/No	Comments:	Verified by:	
Any Past Due Financial Obligations with City? (i.e. taxes owed, fees, fines, etc)	No	Incomplete PPT filing	Andrew Falkenberg	
Silver Level Social Equity All-Star or better status with the Michigan Cannabis Regulatory Agency	Yes	Gold	Jared Chambers	
			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 3300 Miller Road LLC
Business Address 3300 Miller Road
City Kalamazoo **State** MI **Zip Code** 49001 **Business Phone** 269-760-0841
Business E-mail erin@refinemi.com **Business Website** N/A

TYPE OF PERMIT BEING RENEWED

Medical

Grower: Processor Provisioning Center
 Class A (500 plants) Safety Compliance Secure Transporter
 Class B (1,000 plants)
 Class C (1,500 plants) No. of Class C Permits _____

Adult Use

Grower: Processor Retailer
 Class A (100 plants) Safety Compliance Secure Transporter
 Class B (500 plants) Microbusiness Designated Consumption Lounge
 Class C (2,000 plants) No. of Class C Permits _____
 Excess Grower

FACILITY INFORMATION

Property Address 3300 Miller Road Kalamazoo, MI 49001
Real Property Parcel Number 39-06-25-405-001
Advertised Facility Name 3300 Miller Road LLC
Manager - Full Name Thomas Farrell

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

Name Erin Farrell
Address 3300 Miller Road **City** Kalamazoo **State** MI **Zip Code** 49001
Phone 269-760-7654 **E-mail** erin@refinemi.com

Name Thomas Farrell
Address 3300 Miller Road **City** Kalamazoo **State** MI **Zip Code** 49001
Phone 269-760-0841 **E-mail** tpf@refinemi.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 who 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 the 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: 3/3/25
Name (printed): Erin Farrell Position: Treasurer

STAFFING PLAN

Summary

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

Full-time employees (32+ hours per week) 11 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: Treasurer/Regional Manager Annual Average Compensation \$ 80000

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

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

Position Title: Inventory Supervisor Annual Average Compensation \$ 60,000

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

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

Position Title: Foreman Annual Average Compensation \$ 25

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

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

Position Title: Solventless Lab Director Annual Average Compensation \$ 60,000

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

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

Position Title: Packagers/ Lab Technician/ Order Builder Annual Average Compensation \$ 15-17

How many people are employed in this position at the licensed facility? 6

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:

After 90 days, employees are able to accumulate PTO and paid sick time. In addition, there are now 6 paid holidays.

Attach additional pages as necessary.

ECONOMIC BENEFITS

Please fill out the information below relating to 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

ECONOMIC BENEFITS		
Economic Benefit	Description	Amount
See Attached		

JOB CREATION FOR LOCAL RESIDENTS		
Initiative/Description	Date(s)	Outcomes
packagers	3/2025	3 locals hired
packagers	6/2025	TBD
solventless techs	6/2025	TBD

COMMUNITY OUTREACH		
Initiative/Description	Date(s)	Outcomes
NA		

WORKER TRAINING PROGRAMS		
Initiative/Description	Date(s)	Outcomes
NA		

SOCIAL EQUITY

Please fill out the information below relating to Social Equity with 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;

SOCIAL EQUITY PLAN INITIATIVE		
Initiative/Description	Date(s)	Outcomes
See Attached		

EMPLOYEE DEMOGRAPHIC INFORMATION

Total Number of Employees:			
Employees in Managerial Positions	Total Employees	4	
	Number of Women	3	
	Number of Minorities	0	
Employees in Operational Positions:			
Employees in Operational Positions:	Total Employees	11	
	Number of Women	7	
	Number of Minorities	0	

How many City Residents do you currently employ?	Total Employees	9
How many residents do you currently employ from these Census Tracts?	Census Tract 1 (Eastside Neighborhood)	4
	Census Tracts 9 and/or 10 (Edison Neighborhood)	
	Census Tracts 2.02, and/or 3 (Northside Neighborhood)	

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

Applications are posted on Indeed and all individuals are encouraged to apply, including those with previous marijuana convictions. In addition, we have reached out to local community centers for help in employing these individuals

Attach additional pages as necessary.

2. 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

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

We hire within the company, all jobs are posted to the employees first. If we are unable to find an internal hire, we will post externally.

Attach additional pages as necessary.

4. Please attach 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.

Economic Benefits to City of Kalamazoo by 3300 Miller Rd LLC

- 3300 Miller Road employes 11 people. We have 7 women employees, including 3 in supervisor positions. We have 4 male employees. 75% of our current employees are residents of Kalamazoo City, and 90% from within Kalamazoo County.
- Our current hiring practices aim to hire local employees using websites like Indeed. We have also reached out to several City Council members to help in our search for people of color and those that have been disproportionality affected by marihuana prohibition and enforcement.
- 3300 Miller Road LLC buys from and supports fellow Kalamazoo businesses whenever possible for sourcing everything from products and services. We also try and support other Michigan (locally owned) businesses when buying outside Kalamazoo proper. Here are just a few examples:
 - We hired a Portage area contractor and Kalamazoo subcontractors to renovate our facility.
 - We use a Portage area CPA for our book keeping.
 - We often make purchases at shops in town, such as Office Depot or Lowes rather than purchasing from Amazon
 - We regularly buy our employees breakfast, lunch, or snacks from local restaurants, including Erbelli's Pizza, Water Street, and Sweet Water.
 - We use local drinking water delivery services
 - We use Kalamazoo local security services
- 3300 Miller Road plans to continue to donate to local non-profits, including Outfront, Urban Alliance, Synergy Health Center, and Loaves & Fishes. In the last two years, 3300 Miller Road donated nearly \$80,000 to local organizations.

Social Equity Plan

3300 Miller Road LLC is a family-owned business, committed to serving and improving Kalamazoo and the surrounding communities. 3300 Miller Road LLC is also committed to sustainable, environmentally friendly development, and encouraging environmental conservation.

3300 Miller Road LLC strives to hire local labor, pay fair wages well above the State minimum wages, and provide healthcare, PTO, and other benefits to its workers. 3300 Miller Road LLC is also committed to hiring those who have been disproportionately impacted by marijuana prohibition and enforcement. Where possible, 3300 Miller Road plans to work with properly licensed local suppliers and contractors for construction, business services, and the acquisition of products. 3300 Miller Road LLC is proud to support other local businesses and its community.

Furthermore, 3300 Miller Road LLC is committed to hiring and maintaining a diverse, multi-ethnic, and multi-cultural workforce that is reflective of the communities in which it operates and the nation at large. Not only do we prioritize diversity across race, gender, and ethnicity in our hiring, but we also prioritize hiring within communities that have been disproportionately impacted by cannabis criminalization, including those who carry permissible convictions within the LARA/CRA and State of Michigan hiring requirements.

When hiring for the processor, 3300 Miller Road LLC targeted City of Kalamazoo residents when seeking applications. Because the City of Kalamazoo is a disproportionately impacted community, we strive to hire community workers, most specifically, we are intentional in hiring individuals that are persons of color, and those that have been disproportionately affected by marijuana prohibition and enforcement. These individuals are highly encouraged to apply to all open positions. Currently we ‘Ban’s the Box’ when it comes to new employee applications. Since the retail location has opened, 3300 Miller Road LLC has kept a diverse team across all levels of the company.

We foster an inclusive culture that is organized around employee engagement, individual responsibility, and individual empowerment to express diverse opinions and perspectives, all aligned with the Company’s core vision to empower the health and wellness of those around us.

We currently have seven women employees, including 3 in supervisor positions. We have four male employees. 75% of our current employees are residents of Kalamazoo City, and 90% from within Kalamazoo County.

We look forward to continued service to the community as our operations grow.

3300 Miller Road LLC has been operating for nearly 3 years. Over time, we have been able to grow quickly with the help of our retail location, Refine Michigan Co., and our grow operation which is located in Paw Paw, MI. Because of this positive growth and support from these locations, we have the resources to offer our employees' health insurance. Currently, we offer our full-time employees health insurance options, as well as Paid Time Off, Sick time, and Paid Holidays. As indicated in our Staffing Plan Summary, we currently employ 11 people, and we deliberately sought to hire applicants who are not only Kalamazoo residents, but also represent a diverse cross section of the community. We currently employ 7 females, 3 of whom are in management positions. We also employ 4 males. All employees are currently working full time.

As noted in the attached staffing plan, we have 4 employees residing in the Edison neighborhood. Our current plan to employ these residents is based on our job postings. We have postings on various employment seeking sites. The application states that all people are encouraged to apply, with emphasis on people of color and those disproportionality impacted by cannabis regulations. In addition, Refine Michigan Co, has ties to community organizations in these neighborhoods, and have previously sought employees from these organizations. We will continue to do so as the demand and opportunity are available.

INTER-OFFICE MEMO

To: The Economic Development Corporation Board of Directors

From: Jared Chambers, Business Specialist

Date: April 9, 2025

Re: Adult Use Retailer Permit Renewal for Refine Michigan Co. dba The Refinery

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: Refine Michigan Co. for its facility at 3650 Alvan Road and that the EDC Board provide a recommendation regarding the renewal of this permit. The City Operating Permit, issued on June 1, 2023, is scheduled to expire on May 31, 2025, 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;
 - The refinery has 17 full-time employees.
 - 1 General Manager, earning \$65,000/year.
 - 4 Assistant Managers, earning \$18-25/hour.
 - 3 Receptionists, earning \$14/hour.
 - 9 Budtenders, earning \$15/hour.
 - After 90 days, employees can accumulate PTO, paid sick time, and 6 paid 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;
 - Over the past 2 years, they have donated nearly \$80,000 to local organizations that specialize in various community and economic services.
 - During the 2024 Holiday season, The Refinery was able to help donate nearly 1.5 tons of food to the local Loaves & Fishes with the help from customers and employees.

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.

- The Refinery has made substantial donations to Kalamazoo non-profit organizations, many of which are social equity-focused. Below are the organizations and donation amounts from 2024.

Organization	Donation
Read and Write Kalamazoo (RAWK)	\$3,000.00
Kalamazoo Academy of Rock (KAR)	\$100.00
El Concilio	\$3,090.00
SW Michigan Land Conservancy (SWMLC)	\$600.00
OutFront Kalamazoo	\$1,344.85
Loaves & Fishes	\$4,500.00
Synergy Health Center	\$7,100.00
Urban Alliance	\$4,500.00
Douglas Community Center	\$4,500.00
Black Wall Street	\$4,500.00
TOTAL	\$33,234.85

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;

- The business is not currently in default; however, it failed to file required personal property tax documents until prompted by the license renewal process. Although no taxes are currently due, the State Tax Commission is expected to assess a liability later this year. Because of STC scheduling, any resulting tax bills will be issued after the normal probationary license period ends, effectively delaying enforcement until the next renewal cycle.
- The Assessor’s Office determined that the business does not demonstrate full compliance with renewal requirements, specifically related to tax filings, and is therefore not eligible for a 2-year renewal under §20B-12(E).

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.

- The hiring and public accommodation practices of the facility conform to the City's Nondiscrimination Ordinance provisions.
- They ‘Ban the Box’ when it comes to new employee applications.
- There are 5 employees in management, 3 women and 1 minority.
- There are 12 operational employees, 7 women and 5 minorities.
- 2 employees have been disproportionately impacted by marihuana prohibition and enforcement.

6. A statement, with supporting documentation, providing answers to the following

questions:

- a. How many City residents do you currently employ?
 - 13 employees are City residents.
 - b. How many current employees reside in Census Tracts 1 (Eastside); 9, 10 (Edison), and/or 2.02,3 (Northside)?
 - 3 employees reside in the Eastside Neighborhood.
 - 2 employees reside in the Edison Neighborhood.
 - c. What is your plan to employ residents of the identified census tracts?
 - Applications are posted on Indeed.com, and all individuals, including those with previous marijuana convictions, are encouraged to apply.
 - They have reached out to local community centers for help in employing these individuals.
 - They have also reached out to several City Council members to help search for people of color and those who have been disproportionately affected by marihuana prohibition and enforcement.
 - d. How many of your employees have prior marihuana convictions (excepting a conviction for delivery or distribution to a minor)?
 - 2 employees have 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?
 - They promote within the company first before posting externally.
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.
- They have renewed their Gold-level.

Please see the attached Marihuana Renewal Application Checklist, completed by City staff to verify if all ordinance requirements have been met.

The applicant currently has no outstanding financial obligations to the City, and there have been no complaints to the City Manager regarding compliance with the City's anti-discrimination ordinance. The facility has not passed its City Fire & 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 1-year approval of the Adult Use Retailer Permit to Refine Michigan Co., contingent on the Applicant correcting the Fire and Building code deficiencies by May 31, 2025; if not corrected by that date, a 90-day probationary renewal will be automatically recommended.

ATTACHMENTS

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

Adult Use & Medical Safety Compliance, Marihuana Renewal Application Checklist for:

Refine Michigan Co dba The Refinery

3650 Alvan Rd.

Type: Adult Use Retailer

	Date Received	Received By	Comments		
Renewal Application Received	3/7/2025	Jared Chambers			
Inspection Type:	Inspection Date	Completed by:	Satisfactory?	Notes	
Fire Inspection - 123 E South St.	4/15/2025	Scott Brooks	No	1.Use of door stop on exit door from showroom area which is a fire separation door with auto closer. 2.Product storage room must have 24 inches of clearance between boxes / other stored items and the ceiling. 3.Product storage room must have a clear aisle of 36 inches. 4.Employee entrance on east side of the building has roll down security door. This door must be able to be locked in the up position during daytime hours.	
Zoning Inspection - 123 E South St.	4/15/2025	Pete Eldridge	Yes		
	Date	Name	Comments		
Business Community Benefits Check-In	4/9/2025	Jared Chambers			
	Invite Sent	EDC Meeting Date			
Invite to EDC Meeting	3/25/2025	5/15/2025			
	Full-Time	Part-Time	Comments		
Jobs Created	17	0			
	Yes/No	Comments:	Verified by:		
Any Past Due Financial Obligations with City? (i.e. taxes owed, fees, fines, etc)	No	Incomplete PPT filing	Andrew Falkenberg		
Silver Level Social Equity All-Star or better status with the Michigan Cannabis Regulatory Agency	Yes	Gold	Jared Chambers		
			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 Refine Michigan Co.

Business Address 3650 Alvan Road

City Kalamazoo **State** MI **Zip Code** 49001 **Business Phone** 269-760-0841

Business E-mail erin@refinemi.com **Business Website** N/A

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 3650 Alvan Road Kalamazoo, MI 49001

Real Property Parcel Number 06-91-061-640

Advertised Facility Name The Refinery

Manager - Full Name Erin Farrell

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

Name Erin Farrell

Address 3650 Alvan Road

City Kalamazoo

State MI

Zip Code 49001

Phone 269-760-7654

E-mail erin@refinemi.com

Name Thomas Farrell

Address 3650 Alvan Road

City Kalamazoo

State MI

Zip Code 49001

Phone 269-760-0841

E-mail tpf@refinemi.com

ATTACHMENTS

Please attach the following as separate documents to this application:

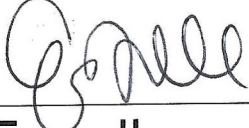
1. The attached Staffing Plan worksheet and any additional pages that provide a description of the actual number of employees, including the number and type of jobs that the licensed facility has created, and the amount and type of compensation (including benefits) paid for such jobs; and
2. An explanation, 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 who 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 the 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: 3/3/25
Name (printed): Erin Farrell Position: Treasurer

STAFFING PLAN

Summary

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

Full-time employees (32+ hours per week) 17 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: General Manager Annual Average Compensation \$ 65000

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

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

Position Title: Assistant Managers Annual Average Compensation \$ 18-25 per hour

How many people are employed in this position at the licensed facility? 4

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

Position Title: Receptionist Annual Average Compensation \$ 14 per hour

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

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

Position Title: Budtender Annual Average Compensation \$ 15 per hour

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

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

~~**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:
After 90 days, employees are able to accumulate PTO and paid sick time. In addition, there are now 6 paid holidays.

Attach additional pages as necessary.

ECONOMIC BENEFITS

Please fill out the information below relating to 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

ECONOMIC BENEFITS		
Economic Benefit	Description	Amount
See Attached		

JOB CREATION FOR LOCAL RESIDENTS		
Initiative/Description	Date(s)	Outcomes
Budtender/Receptionists	continuing	ability to hire local people as positions become available

COMMUNITY OUTREACH		
Initiative/Description	Date(s)	Outcomes
NA		

WORKER TRAINING PROGRAMS		
Initiative/Description	Date(s)	Outcomes
NA		

SOCIAL EQUITY

Please fill out the information below relating to Social Equity with 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;

SOCIAL EQUITY PLAN INITIATIVE		
Initiative/Description	Date(s)	Outcomes
See Attached		

EMPLOYEE DEMOGRAPHIC INFORMATION

Total Number of Employees:			
Employees in Managerial Positions	Total Employees	5	
	Number of Women	3	
	Number of Minorities	1	
Employees in Operational Positions:			
Employees in Operational Positions:	Total Employees	17	
	Number of Women	10	
	Number of Minorities	5	

How many City Residents do you currently employ?	Total Employees	13
How many residents do you currently employ from these Census Tracts?	Census Tract 1 (Eastside Neighborhood)	3
	Census Tracts 9 and/or 10 (Edison Neighborhood)	2
	Census Tracts 2.02, and/or 3 (Northside Neighborhood)	

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

Applications are posted on Indeed and all individuals are encouraged to apply, including those with previous marijuana convictions. In addition, we have reached out to local community centers for help in employing these individuals.

Attach additional pages as necessary.

2. 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

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

We hire within the company, all jobs are posted to the employees first. If we are unable to find an internal hire, we will post externally.

Attach additional pages as necessary.

4. Please attach 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.

Economic Benefits to City of Kalamazoo by Refine Michigan Co.

- The Refinery has been successful in adding 17 employees to its staff over the last year. We have 10 women employees, including 3 in supervisor positions, one of which is a woman of color. We have 7 male employees, including 3 men of color. 80% of our current employees are residents of Kalamazoo City, and 100% from within Kalamazoo County.
- Our current hiring practices aim to hire local employees using websites like Indeed. We have also reached out to several City Council members to help in our search for people of color and those that have been disproportionality affected by marihuana prohibition and enforcement.
- The Refinery buys from and supports fellow Kalamazoo businesses whenever possible for sourcing everything from products and services. We also try and support other Michigan (locally owned) businesses when buying outside Kalamazoo proper. Here are just a few examples:
 - We hired a Portage area contractor and Kalamazoo subcontractors to construct our store.
 - We use Allegra in Portage for our printing needs.
 - We use a Portage area CPA for our book keeping.
 - We often make purchases at shops in town, such as Office Depot or Lowes rather than purchasing from Amazon
 - We regularly buy our employees breakfast, lunch, or snacks from local restaurants, including Erbelli's Pizza, Water Street, and Sweet Water.
- The Refinery remains committed to supporting local charitable causes, and the owners have donated \$40,000 annually to the Douglass Community Association, Black Wall Street Kalamazoo, Urban Alliance, Synergy Health Center, and Loaves and Fishes. We have also donated to the local Fraternal Order of Police. In addition to donations, we have hosted events with KAR (Kalamazoo Animal Rescue) to encourage adoption of local dogs and cats.
- During the 2024 Holiday season, The Refinery was able to help donate nearly 1.5 tons of food to our local Loaves & Fishes with the help of our customers and employees.

Social Equity Plan

The Refinery is a local, family-owned business, committed to serving and improving Kalamazoo and the surrounding communities. The Refinery is also committed to sustainable, environmentally friendly development, and encouraging environmental conservation.

The Refinery strives to hire local labor, and pay fair wages well above the State minimum wages. We are proud to provide healthcare, PTO, and other benefits to its workers. Where possible, The Refinery works with properly licensed local suppliers and contractors for construction, business services, and the acquisition of products. The Refinery is proud to support other local businesses and its community.

The Refinery is committed to hiring and maintaining a diverse, multi-ethnic, and multi-cultural workforce that is reflective of the communities in which it operates and the nation at large. Not only do we prioritize diversity across race, gender, and ethnicity in our hiring, but we also prioritize hiring within communities that have been disproportionately impacted by cannabis criminalization, including those who carry permissible convictions within the LARA/CRA and State of Michigan hiring requirements.

We foster an inclusive culture that is organized around employee engagement, individual responsibility, and individual empowerment to express diverse opinions and perspectives, all aligned with the Company's core vision to empower the health and wellness of those around us.

The Refinery is operated by a Kalamazoo father-son team, who are committed to growing the entire Kalamazoo cannabis community, and would like to share the knowledge they've gained while being Registered Caregivers with the small growers that may be interested in joining the industry but don't yet have the capital necessary to establish a fully licensed and permitted growing facility.

When hiring for the Provisioning Center, The Refinery targeted City of Kalamazoo residents when seeking applications. Because the City of Kalamazoo is a disproportionately impacted community, we strive to hire community workers, most specifically, we are intentional in hiring individuals that are persons of color, and those that have been disproportionately affected by marijuana prohibition and enforcement. These individuals are highly encouraged to apply to all open positions. Currently The Refinery 'Ban's the Box' when it comes to new employee applications. Since the retail location has opened, The Refinery has kept a diverse team across all levels of the company.

We currently have 10 women employees, including 3 in supervisor positions, one of whom is woman of color. We have seven male employees, including 3 men of color. 80% of our current employees are residents of Kalamazoo City, and 100% from within Kalamazoo County.

In addition, we have 2 employees with previous marijuana convictions, one of whom is a manager. As previously stated, all individuals are encouraged to apply to open positions. The Refinery often hires leadership positions from within the company, allowing these individuals more opportunity for growth and success within the company.

We look forward to continued service to our Kalamazoo community as our operations grow.

Refine Michigan Co. (d/b/a The Refinery) has been operating for nearly 6 years. Over the first few years we grew substantially in the community, however, a lot of new businesses have created a lot of competition, in addition to the last several months have proven to be more difficult economically, so we are continuing to move cautiously. When we originally opened, we faced many changes in the first few months, at that time we did not have the resources to offer our employees' health insurance as we initially hoped to do. Currently, we offer our full-time employees health insurance options, as well as an opportunity for Paid Time Off. In addition to PTO they also receive paid sick time, and paid Holiday time. As indicated in our Staffing Plan Summary, we currently employ 17 people, and we deliberately sought to hire applicants who are not only Kalamazoo residents but also represent a diverse cross section of the community. We currently employ 10 females, including 3 persons of color, 1 of whom is in a management position. We also employ 7 males, including 3 persons of color.

As noted in the attached staffing plan, we have 3 employees residing in the Eastside neighborhood, and 2 in the Edison neighborhood. Our current plan to employ these residents is based on our job postings. We have postings on various employment seeking sites. The application states that all people are encouraged to apply, with emphasis on people of color and those disproportionality impacted by cannabis regulations. In addition, Refine Michigan Co, has ties to community organizations in these neighborhoods, and have previously sought employees from these organizations. We will continue to do so as the demand and opportunity are available.