

Agenda

Economic Development Corporation

Board of Directors



City of Kalamazoo

Thursday, August 21, 2025

7:45 AM

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

A. CALL TO ORDER/ROLL CALL

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the meeting of the Economic Development Corporation Board on June 26, 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 2233 N Burdick, Inc. dba Levels, contingent on the Applicant correcting the Tax and zoning deficiencies by August 31, 2025. If the Applicant fails to correct the deficiencies by that date, then the recommendation is approval of a 90-day probationary renewal.
2. Approval of a recommendation to the City Clerk's Office of a 2-year renewal of the 1 Adult Use Class C Grower and 1 Medical Class C Grower Permits to Seven Point Supply, LLC.
3. Approval of an Economic Initiative Fund Loan for Main Street East, LLC in the amount of \$96,000 to support the build-out of an entrepreneur incubator and co-working space.

G. UNFINISHED BUSINESS

H. COMMUNICATIONS AND ANNOUNCEMENTS

I. STAFF REPORTS AND UPDATES

J. ADJOURNMENT

CITY OF KALAMAZOO

ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING

Thursday, June 26, 2025

Community Planning and Economic Development

245 N. Rose Street, Kalamazoo, MI 49007

MEMBERS PRESENT: Sharon Ferraro; Rachel Bair; Lucas Middleton; T.J. Ward; Kyle Gulau; Eddie Warr

MEMBERS ABSENT: Michael Gurnee; Jason Novotny; Scott Petersen; Andrew Schipper; Alonzo Wilson

CITY STAFF PRESENT: Jamie McCarthy (Development Manager); *Jessica Wood (Attorney, Dickinson Wright); Logan Mulholland (Consultant, Fishbeck); Jared Chambers (Business Specialist); Erin Hahn (Community Investment Administrative Assistant)

*Attorney Wood attended the meeting virtually.

The meeting was called to order at 7:55 AM by Chair Middleton.

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

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

APPROVAL OF MINUTES: Director Ferraro moved approval of the minutes from the meeting of May 15, 2025; seconded by Director Warr. Motion approved by voice vote unanimously.

PUBLIC COMMENTS

None.

DIRECTOR COMMENTS

None.

NEW BUSINESS

1. Committee Appointments

Jared Chambers proposed the appointments of Director Schipper to the Executive Committee and Directors Peterson, Ward, and Warr to the Projects & Finance Committee. Director Gulau raised a concern that the recommendation differed from the discussion at the Executive Committee meeting, where there had been interest in appointing only two new members to the Projects & Finance Committee and potentially rotating a more seasoned member from the Executive Committee to help maintain experience on the Projects & Finance Committee.

Staff explained that the intent behind the recommendation was to provide new members with exposure to upcoming brownfield projects while still retaining experienced members on the committee, including Directors Gurney, Ferraro, and Sharon. The combined expertise of existing and new members was expected to provide a strong balance.

It was further clarified that this decision was made independently of the ongoing discussion about redefining the Executive Committee's role to be more EDC focused, which will be revisited after the new Economic Development Supervisor is hired in the coming weeks.

Director Bair motioned to appoint Director Schipper to the Executive Committee and Directors Peterson, Ward, and Warr to the Projects and Finance Committee. Director Warr seconded. Motion approved by voice vote unanimously.

2. Permit Recommendation – Harbor Farmz North, LLC

The board considered a recommendation to the City Clerk's Office for a two-year renewal of two adult-use Class C grower permits and one adult-use processor permit for Harbor Farms North, LLC, contingent upon the correction of zoning deficiencies. Mr. Chambers reported that the applicant's operations were in good standing overall, with the only issue being missing street trees along the frontage. Harbor Farms has been active in community support, including a \$10,000 donation to the Last Prisoner Project, and continues to demonstrate resilience in the cannabis industry.

Director Ferraro motioned to approve a recommendation to the City Clerk's Office a 2-year approval of the 2 Adult Class C Grower & 1 Adult Use Processor Permits to Harbor Farmz North, LLC, contingent on the applicant correcting the Zoning deficiencies by July 31, 2025. If the applicant fails to correct the deficiencies by this date, then the recommendation is approval of a 90-day probationary renewal. Director Ward seconded. Motion approved by voice vote unanimously.

UNFINISHED BUSINESS

None.

COMMUNICATIONS AND ANNOUNCEMENTS

None.

STAFF REPORTS AND UPDATES

Staff informed the board that \$2,000 from the EDC’s Professional and Contractual Services account is being used to support a shared \$8,000 Salesforce augmentation contract. This cost is shared with the Economic Development general fund, BRA, and the Planning general fund. EDC will likely see an annual budget allocation for future Salesforce maintenance.

This initiative aims to enhance the department’s use of Salesforce—not only for tracking cannabis renewals and economic development projects, but also for expanding its use as a customer relationship management (CRM) tool for business retention and development tracking. Staff noted the intent to increase licensing among team members and improve integration of Salesforce as part of the broader economic development strategy.

ADJOURNMENT

The meeting was adjourned at 8:10 am by Chair Middleton.

Signature

Printed Name/Chair

Erin Hahn/Recording Clerk

2233 N Burdick Inc.
Marihuana Business Permit
Renewal Application

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 2233 N Burdick Inc.

Business Address 4500 W KL Ave

City Kalamazoo **State** MI **Zip Code** 49006 **Business Phone** (248)647-9999

Business E-mail robzora@wildbillstobacco.com **Business Website** levelsmi.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 4500 W KL Ave, Kalamazoo, MI 49006

Real Property Parcel Number 06-91-061-759

Advertised Facility Name Levels of Kalamazoo

Manager - Full Name Daniel Richardson

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

Name Nick Angerman

Address 1100 W Maple Road **City** Troy **State** MI **Zip Code** 48084

Phone (248)647-9999x1181 **E-mail** nickangerman@wildbillstobacco.com

Name Rob Zora

Address 1100 W Maple Road **City** Troy **State** MI **Zip Code** 48084

Phone (248)647-9999x1164 **E-mail** robzora@wildbillstobacco.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: Mrs. Samana Date: 6/15/2025

Name (printed): Mazm Samana (on behalf of the applicant) Position: President

STAFFING PLAN

Summary

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

Full-time employees (32+ hours per week) 9 Part-time employees (< 32 hours per week) 1

Position Types and Compensation

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

Position Title: Manager Annual Average Compensation \$ 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: Assistant Manager (currently vacant) Annual Average Compensation \$ 39,000 (adjusted from hourly)

How many people are employed in this position at the licensed facility? 0

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: Customer Service Representative Annual Average Compensation \$ 30,600 (adjusted from hourly)

How many people are employed in this position at the licensed facility? 8

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 \$ 30,600 (adjusted from hourly)

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: _____ 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:

Please see the attached "Staffing and Employee Compensation Plan" for further details.

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
Local Community Financial Retention	Payroll for local resident staff (pro-rated to annual total)	\$214,200
Greater Kalamazoo Financial Retention	Payroll for county resident staff (pro-rated to annual total; excluding performance incentive pay)	\$335,400
Local Community Donations	Annual donations made to local non-profits	\$3,500

JOB CREATION FOR LOCAL RESIDENTS		
Initiative/Description	Date(s)	Outcomes
Local Community Hiring Initiative	June 2023-Current	70% of staff are City residents; 100% are County residents
Proactive Recruitment of Prior Marihuana Offenders	June 2023-Current	Initial staff had member with prior offense; current staff does not
Census Tracts Hiring Initiatives	June 2023-Current	Initial staff had members from Census tracts; current staff does not
Census Tracts and Prior Offenders Job Listing Follow Up	June 2023-Current	Goal is to increase in next hiring cycle for higher rates

COMMUNITY OUTREACH		
Initiative/Description	Date(s)	Outcomes
Local Community Non-Profit Donations	May 16th, 2025	Four non-profits receiving total of \$3,500
Census Tract Job Listing Initiatives	June 2023-Current	Initial staff had members from Census tracts; current staff does not

WORKER TRAINING PROGRAMS		
Initiative/Description	Date(s)	Outcomes
Core Values Training	September 2023-Current	New hires were introduced to the company Core Values
Four Day On-Site Program	September 2023-Current	New hires were trained and prepared for business operations
Training Videos with Off-Site Access	September 2023-Current	New hires were trained and provided additional access
Standard Operating Procedures	September 2023-Current	New hires were trained and prepared for business operations

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
Local Community Hiring Initiatives	June 2023-Current	70% of staff are City residents; 100% are County residents
Historically Disenfranchised Community Hiring Initiative	June 2023-Current	70% of staff are female or minority employees
Equal Opportunity Management Roles	October 2023-Current	Role held by Historically Disenfranchised (Minority) employee
Local Community Non-Profit Donations	May 16th, 2025	\$3,500 donated to four local non-profits

EMPLOYEE DEMOGRAPHIC INFORMATION

Total Number of Employees:		
Employees in Managerial Positions	Total Employees	1
	Number of Women	0
	Number of Minorities	1
Employees in Operational Positions:		
Employees in Operational Positions:	Total Employees	10
	Number of Women	5
	Number of Minorities	2

How many City Residents do you currently employ?	Total Employees	7
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?

Levels of Kalamazoo will seek to utilize collaboration with the Kalamazoo Social Equity Cannabis Chamber during its next hiring cycle to improve this aspect, in addition to the prior efforts of targeted online and physical job postings.

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?

Levels of Kalamazoo will seek to utilize collaboration with the Kalamazoo Social Equity Cannabis Chamber during its next hiring cycle to improve in this aspect, in addition to the prior efforts of targeted online and physical job postings.

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.

2233 N Burdick Inc.
Permit Renewal Application Attachments

Table of Contents

Including:

Staffing and Employee Compensation Summary – A.

Community Benefits Summary – B.

Social Equity Summary – C.

CRA Social Equity Gold All-Star Confirmation (2025-2027) – D.

Section A. – Staffing and Employee Compensation Summary

Please see the following attachment:

STAFFING AND EMPLOYEE COMPENSATION SUMMARY

2233 N Burdick Inc. (“Levels” or “company”) had submitted a Staffing and Employee Compensation Plan to the City of Kalamazoo with a proposed overview of its operations. The following is an update on its current status relative to the of the initial plan submitted.

Employee Breakdowns

The positions within the Levels current staff are as follows:

- *Management Position*: One (1) employee
- *Keyholders*: Four (4) employees
- *Customer Service Representative (CSR)*: Eight (8) employees
- *Receptionist*: One (1) employee

The hiring statistics within the Levels current staff are as follows:

- *City of Kalamazoo Resident Staff*: Seven (7) employees
- *Kalamazoo County Resident Staff*: Ten (10) employees
- *Historically Disenfranchised (Minority) Staff*: Two (2) employees
- *Historically Disenfranchised (Female) Staff*: Five (5) employees
- *Census Tract Staff*: Zero (0) employees
- *Prior Marijuana Convictions Staff*: Zero (0) employees
- *Management*: Historically Disenfranchised (Minority) employee

Staff Compensation and Benefits

The compensation for the positions above is as follows:

- *Manager*: \$60,000 salary (prior to incentive and performance-based bonuses)
- *Assistant Manager*: \$39,000 – adjusted from hourly
- *CSR*: \$30,600 - adjusted from hourly
- *Receptionist*: \$30,600 – adjusted from hourly

Benefits for all employees are as follows:

- Paid Time Off
- Sick Leave
- Bereavement Leave

Future Projections

Levels believes that it has set a high standard for most of its hiring goals from the initial Staffing and Employee Compensation submission. However, it will look to improve upon the areas where it fell short in future hirings; specifically, with Census Tract and prior marijuana convictions hires. The company believes that for its next opportunity to hire staff, working with the City of Kalamazoo Social Equity Cannabis Chamber would be a great resource. The company is optimistic that networking with the Chamber will be a great way to broaden its applicant pool, and also help create a foundation for brand recognition and reputation for future hiring cycles as well.

Section B. – Community Benefits Summary

Please see the following attachment:

COMMUNITY BENEFITS SUMMARY

This Application and the information contained herein are exempt from disclosure under the Michigan Freedom of Information Act specifically by the language of the Michigan Regulation and Taxation of Marihuana Act. (2018).

Economic Benefits

2233 N Burdick Inc. (“Levels” or “company”) has now been open for over a year and is excited to further root itself within the Kalamazoo community. As detailed in prior submissions, the company is a strong proponent in economic retention in each of its affiliate stores throughout the State. This has been a tangible benefit achieved at its Kalamazoo location as well.

While hiring local is part of the company’s philosophy in order to establish itself within the community as a brand, Levels views the financial benefits equally. When staff are members of the local community (municipality), and the greater community (county) albeit to a lesser extent, there is a strong correlation between income earned within the community that is then spent within the community. While the company makes its annual donations to local non-profits, and also pays its taxes which the City uses, the local hiring rate creates a cyclical effect of money spent and earned within Kalamazoo. With this, Levels is currently projected to contribute \$214,200 of wages to City of Kalamazoo residents. Furthermore, the company is projected to contribute \$335,400 to Kalamazoo County residents, though this figure could increase upon Manager performance bonus structures. Similarly, the company uses the same framework of local economic retention with its own practices, and is keen to working with Kalamazoo small businesses as needed (printing companies, sign companies, food trucks, etc.)

Community Outreach

Levels has continued its annual donations to non-profits which serve the Kalamazoo area. The company is glad to maintain its support for each organization, and the important contributions and resources they provide. These donations were made to Kalamazoo Loaves & Fishes, the Bridge Ministries, the Douglass Community Association, as well as Open Doors Kalamazoo. The company is proud to help forward the causes for each of the organizations with its annual commitment. In 2025, between the four non-profits Levels donated a total \$3,500; the company has now donated roughly \$18,000 since beginning its annual donation, and is enthusiastic to break through the \$20,000 milestone next year.

Worker Training Programs

Levels has been able to successfully implement its store training programs to ensure all hired employees are fully equipped with the required knowledge, procedures, and standards the company holds within its facility. The following is a synopsis of the training program’s contents and schedule. The summarized narratives help describe how the company’s training programs prepare new hires to succeed both in their initial hours with the company but create a pathway for sustained success.

Core Values

To start, Levels ensures that all hires within the company are aware of the six core values that company holds. The core values and their sub-concepts are as follows:

- Customer Delight Drives Results
 - I put myself in the customer’s shoes

- I deliver better value than our competitors
- I exceed my customers' expectations
- I make things simple and understandable
- Integrity
 - I act ethically and obey the law
 - I act honestly and openly
 - I do not tolerate unethical and irresponsible behavior
 - I respect and value others in their individuality
 - I earn the trust of my colleagues and customers
- Think Big
 - I collaborate with other to create big results
 - I prioritize work that moves the business forward
 - I implement solutions that are sustainable
 - I adapt quickly and effectively to change
- I Am Levels
 - I act in the best interest of the brand
 - I am a proud ambassador of Levels
 - I serve my fellow employees as I serve my customers
 - I deliver what I promise
 - I take ownership for what I do
- All One Team
 - I share my opinions and work in the best interest of the business
 - I am open to other's opinions and hear them out
 - I address issues not individuals
 - I fully stand behind the team decision
- Best Place to Grow
 - We create an environment for people to grow
 - We attract and retain the best and most competent people in the industry
 - We recognize and reward top performers
 - I take accountability for my own development
 - I am dedicated to achieving the best results by being my best

Through instilling the core values above, the company believes that it is able to readily create an understanding of what the company seeks out of its employees. Furthermore, when employees buy-in to the concepts, the individuals are best able to grow and flourish in their jobs creating a mutually beneficial outcome for both themselves and the company. The results of this are crucial in order for the company to achieve its goal of becoming the standard for Cannabis retailers in terms of service, customer satisfaction, and employment opportunities throughout the industry.

Employee Handbook

Levels provides all new hires with an expansive Employee Handbook that identifies all aspects of the company's expectations, employee standards, and policies for employment. In this handbook, employees are introduced to the corporate office, company structure, and which colleagues to contact when needed outside of the store for various business matters.

In the provided Employee Handbook the company makes clear that Equality Opportunity and Commitment to Diversity are essential to the beliefs of the company. It is made clear that the company provides equal opportunity and employment to all regardless of race, color, creed, ancestry, national origin, citizenship, sex, gender, gender identity and/or expression, sexual orientation, marital status, religion, age, disability, genetic information, service in the military, or any other applicable characteristic within the given framework. The contact information for the Human Resources department is provided for employees to be able to ask questions, or voice concerns, regarding equal opportunity employment and diversity.

Additionally, the company discusses the standards for employment policies within the handbook. These include traditional forms of standards (codes of conduct, employee behavior, time off, parking, etc.) to provide an initial understanding on the methods or procedure the company has and avoid potential future issues. Additionally, the company includes more specific policies and procedures for the type of retail business, which are discussed further at length during the employee training process.

Training Schedule

The company provides all incoming hires with at least four days of training prior to the first official shift for employees. During the first day of the process, the employees are able to meet the staff at the store, review the employee handbook and ask any questions that may arise, learn the core values of the company, and learn the Standard Operating Procedures for their position as applicable.

On the second day of training, employees begin with activities to get to know the staff on a personal basis more to establish positive workplace relationships. After this initial time the training begins to emphasize within the Standard Operating Procedures from the day before. New hires will shadow current employees during their shift to see a hands-on demonstration of the procedures and methods of the job that they have begun studying in their training sessions the past two days. After this shadowing opportunity, the new hires will go through with employees about the high-level struggles that occurred in order to learn with how to navigate challenging situation. Once this has been completed, the new hires will begin to shadow a second employee and repeat the process of study and evaluation. Employees will be introduced to training videos (available on YouTube so that additional study outside of work can be conducted if desired; topics included Beginner Information, Concentrates, Topicals, Edibles and General Information, and Terpenes) and learn about key terms, information, and aspects of their job. Finally, the new hires will discuss aspects of the day with employees to learn from an open dialogue, and then receive a recap of all items and discussions from management at the end of the day.

The third day encompasses many of the activities of the prior session but with added depth. The employees and leadership members walk through areas of emphasis on the job, the information that was learned during the training videos, and then provide insights on the points of emphasis in further detail to be introduced that day. Employees continue to train through mock role play situations of their job with employees based on their shadowing and training videos. A brief quiz to identify which concepts are fully understood, and/or which may need more teaching,

for all new hires. The leadership takes notes on the mock role play situations and quiz results to further instruct the new hire on what to spend time putting extra details in for the final day and their initial shifts within the store.

The final day is personalized on the reports from the day before and varies between new hires. Activities include: reviewing training videos again; additional shadowing sessions; additional mock role play situations; review of notes from prior days; or a combination of any or all of these prior mentioned activities.

Standard Operating Procedures

The company provides Standard Operating Procedures for multiple roles. These different procedure guides include: Reception; Inventory Lead; De-Escalation; Budtenders; and Management. Employees will be provided with multiple SOPs depending on their roles hired for. Additionally, those in management positions will be provided with all of the SOPs in order to have a full understanding of each role and how it is intended to operate.

Section C. – Social Equity Summary

Please see the following attachment:

SOCIAL EQUITY SUMMARY

2233 N Burdick Inc. (“Levels” or “company”) has put forth efforts to provide Social Equity through its store and within the cannabis industry. As follows is an update on the status of these various methods taken to achieve its goals.

To start, Levels received approval from the State for its CRA Social Equity All-Star Program Gold membership renewal. The company will now be a Gold member through the summer of 2027 after this approval. The seal for this accomplishment has been included in the following attachments packet section. This renewal is a point of pride for the company, which through its ownership has a connection to the barriers of entry that certain historically disenfranchised communities face in economic upwards mobility.

As discussed in the application forms and prior summary attachments, Levels has sought to use staff hirings as one form of practice to achieve its Social Equity goals. While there are some areas with room for improvement, holistically the company is pleased with its results. Currently, the staff consists of seven historically disenfranchised employees. Importantly, these hires are not excluded from positions of authority, which have faced “glass ceilings” and been disproportionately underrepresented in higher positions within businesses. As of now, the store’s new Manager is a staff member of a historically disenfranchised community, as are three of the additional four keyholders.

Levels recognizes that it has not met its foals for hiring rates from within Census Tracts 1, 2.02, 3, 9, and 10, but also for individuals with prior marijuana convictions. Despite efforts to advertise jobs to these demographics the company has struggled to gain traction with applicant pools for either. However, the company believes that with the Kalamazoo Social Equity Cannabis Chamber it can better resolve these shortcomings. Through increasing the amount of awareness in its job openings, the company anticipates it can strengthen the volume of applications it receives, and in turn raise the hiring rates of individual who reside within the designated Census Track or have prior marijuana convictions.

Lastly, Levels has furthered its annual philanthropic commitment to non-profits which serve numerous communities in need within the City of Kalamazoo. Annual donations to local non-profit organizations – such as the Kalamazoo Loaves & Fishes, the Bridge Ministries, the Douglass Community Association, and Open Doors Kalamazoo – were made again to maintain the connections the company had established prior to the business opening. Levels is proud of its contributions to local organizations which help positively impact the community and are part of the solution towards financial benefits to the City of Kalamazoo residents at the micro level. Furthermore, the company is a strong believer in the idea that hiring local is an essential component to keeping financial resources in the city, through the mentality that a high tide rises all boats, as the money earned within the community is spent within the community and contributes on the macro level as well.

Section D. – CRA Social Equity Gold All-Star Confirmation (2025-2027)

Please see the following attachment:

CRA Social Equity Gold All-Star Program Seal



This Application and the information contained herein are exempt from disclosure under the Michigan Freedom of Information Act specifically by the language of the Michigan Regulation and Taxation of Marihuana Act. (2018).

INTER-OFFICE MEMO

To: The Economic Development Corporation Board of Directors

From: Jared Chambers, Business Specialist

Date: July 8, 2025

Re: Adult Use Retailer Permit Renewal for 2233 N Burdick, Inc. dba Levels

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: 2233 N Burdick, Inc. dba Levels for its facility at 4500 W KL Avenue and that the EDC Board provide a recommendation regarding the renewal of this permit. The City Operating Permit, issued on September 1, 2024, is scheduled to expire on August 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;
 - There are 9 full-time employees and 1 part-time.
 - 1 Manager, earning \$60,000 per year.
 - 8 Customer Service Representatives, earning \$30,600 per year.
 - 1 Receptionist, earning \$30,600 per year.
 - They provide paid time off, sick leave, and bereavement leave.

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;
 - Payroll for local resident staff totals \$214,200 per year.
 - Greater Kalamazoo area resident staff payroll totals \$335,400 per year.
 - \$3,500 in donations to local non-profit organizations including Kalamazoo Loaves & Fishes, the Bridge Ministries, the Douglass Community Association, and Open Doors Kalamazoo.
 - Worker training programs include core values training, 4-day onsite program for new hires, and training videos with off-site access.

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;
 - 70% of staff are City residents,
 - 70% of staff are female or minority employees.
 - Management role held by a minority employee.

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 obligations owed to the City;
 - There are unresolved personal property tax filing issues with the Assessor's office. Levels is not in default to 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.
 - There is 1 managerial position, held by a minority.
 - There are 9 operational positions, 5 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?
 - 7 employees are City residents.
 - b. How many current employees reside in Census Tracts 1 (Eastside); 9, 10 (Edison), and/or 2.02,3 (Northside)?
 - No employees reside in the identified census tracts.
 - c. What is your plan to employ residents of the identified census tracts?
 - Levels of Kalamazoo will seek to utilize collaboration with the Kalamazoo Social Equity Cannabis Chamber during its next hiring cycle to improve this aspect, in addition to the prior efforts of targeted on line and physical job postings.
 - d. How many of your employees have prior marihuana convictions (excepting a conviction for delivery or distribution to a minor)?
 - No 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?
 - Levels of Kalamazoo will seek to utilize collaboration with the Kalamazoo Social Equity Cannabis Chamber during its next hiring cycle to improve in this aspect, in addition to the prior efforts of targeted online and physical job postings.

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 level.

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

The applicant may have outstanding financial obligations to the City pending further review from the Assessor. 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 inspection, but not its Zoning inspection. 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 2-year approval of the Adult Use Retailer Permit to 2233 N Burdick, Inc. dba Levels, contingent on the Applicant correcting the Tax and zoning deficiencies by August 31, 2025. If the Applicant fails to correct the deficiencies by that date, then the recommendation is approval of a 90-day probationary renewal.

ATTACHMENTS

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

Adult Use Retailer, Marihuana Renewal Application Checklist for:

2233 N Burdick Inc. (dba Levels)

4500 W KL Ave

Type: Adult Use Retailer

	Date Received	Received By	Comments	
Renewal Application Received	6/18/2025	Jared Chambers		
Inspection Type:	Inspection Date	Completed by:	Satisfactory?	Notes
Fire Inspection	7/1/2025	Scott Brooks	Yes	Corrections emailed on 7/3/25
Zoning Inspection	7/1/2025	Pete Eldridge	No	Plants selected for frontage were not aligned with zoning requirements.
	Date	Name	Comments	
Business Community Benefits Check-In	7/8/2025	Jared Chambers		
	Invite Sent	EDC Meeting Date		
Invite to EDC Meeting	4/16/2025	8/21/2025		
	Full-Time	Part-Time	Comments	
Jobs Created	9	1		
	Yes/No	Comments:	Verified by:	
Any Past Due Financial Obligations with City? (i.e. taxes owed, fees, fines, etc)	No		Andrew Falkenberg	
Silver Level Social Equity All-Star or better status with the Michigan Cannabis Regulatory Agency	Yes		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 Seven Point Supply, LLC
Business Address 2830 Full Circle Dr.
City Kalamazoo State MI Zip Code 49001 Business Phone 269 744 4100
Business E-mail kbarke@sevenpointsupply.com Business Website _____

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 1

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 1
 Excess Grower

FACILITY INFORMATION

Property Address 2830 Full Circle Dr. Kalamazoo, MI 49001
Real Property Parcel Number 06-25-393-001
Advertised Facility Name Seven Point Supply, LLC
Manager - Full Name Kyle Barker

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

Name Kyle Barker
Address 9465 Wynn St. City Richland State MI Zip Code 49083
Phone 269 744 4100 E-mail kbarke@sevenpointsupply.com
Name _____
Address _____ City _____ State _____ Zip Code _____
Phone _____ E-mail _____

ATTACHMENTS

Please attach the following as separate documents to this application:

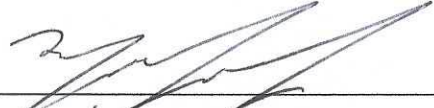
1. The attached Staffing Plan worksheet and any additional pages that provide a description of the actual number of employees, including the number and type of jobs that the licensed facility has created, and the amount and type of compensation (including benefits) paid for such jobs; and
2. An explanation, 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: June 15, 2025
Name (printed): Kyle Barter Position: Manager

STAFFING PLAN

Summary

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

Full-time employees (32+ hours per week) 15 Part-time employees (< 32 hours per week)

Position Types and Compensation

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

Position Title: Managers Annual Average Compensation \$ 95,000
How many people are employed in this position at the licensed facility? Four
Are health insurance benefits available for employees in this position? Yes 100% No
If yes, please indicate the employer contribution to health insurance costs: All Partial None

Position Title: Growers Annual Average Compensation \$ 65,000
How many people are employed in this position at the licensed facility? Eleven
Are health insurance benefits available for employees in this position? Yes 100% 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

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

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:
Ample PTO and Maternity/Paternity leave

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
Property Taxes	Real Property	\$100,000 (+)
PPT	Equipment	\$100,000 (+)
Branson Childrens Hospital	Donation	\$9,500
Branson Cancer Institute	Donation	\$8,000

JOB CREATION FOR LOCAL RESIDENTS		
Initiative/Description	Date(s)	Outcomes
Six jobs for local K200	Current	Positive

COMMUNITY OUTREACH		
Initiative/Description	Date(s)	Outcomes
In person outreach	Every Friday	Positive

WORKER TRAINING PROGRAMS		
Initiative/Description	Date(s)	Outcomes

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
MI Gold	Current	Achieved

EMPLOYEE DEMOGRAPHIC INFORMATION

Total Number of Employees:	15	
Employees in Managerial Positions	Total Employees	4
	Number of Women	
	Number of Minorities	
Employees in Operational Positions:	Total Employees	11
	Number of Women	
	Number of Minorities	

Form Revised 07/2023

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

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

Currently employ residents and will keep them on the team.

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 Five

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

We support the growth + development with those who have had convictions. We refuse to hold previous mistakes against talented employees.

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.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

July 17, 2023

Seven Point Supply, LLC
2830 Full Circle Dr
Kalamazoo, MI 49001

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

- AU-G-C-000729

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

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

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

Thank you,

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

2407 N Grand River • P.O. BOX 30205 • LANSING, MICHIGAN 48909
www.michigan.gov/cra • 517-284-8599
LARA is an equal opportunity employer/program.

Our Mission Statement

Seven Point Supply (SPS) is not just another cannabis business, it is an environment in which second chances, authenticity, and family values are of the utmost importance. Through the use of internal and external assessments, SPS is continuously reflecting on how we are upholding our company values and how we can continue to fulfill the commitments we have made to the community.

Social Equity Plan

Social Equity can essentially be understood as equality, fairness, and justice for all people. Taking this into account, it is our responsibility to acknowledge systemic inequalities. SPS believes it is our duty to avoid propagating these systemic inequalities and create a space where there is equal access to resources and opportunities.

As a family owned and operated business, SPS is dedicated to supporting and advocating for those who are and have been disproportionately affected. Being lifetime residents and 100% Social Equity recipients of Greater Kalamazoo and the Greater Kalamazoo area, SPS and its team are committed to creating opportunities for growth. SPS is committed to initiating our Social Equity Program through implementing the following practices.

Kalamazoo Resident Employment and Development Through Diversity and Inclusion

As a 50% woman owned Cannabis business, it is of utmost importance that SPS and its team be committed to creating a space in which healing, compassion, wellness, and inclusion are of main priority. SPS proudly accommodates people/persons with disabilities, provides educational training opportunities for disproportionately affected individuals through mentorship, and supports the growth and development of those who have had a history with minor cannabis infractions. We believe that even though people make mistakes, they should have the opportunity to grow from them.

SPS is an equal opportunity employer who, through the hiring process, seeks to designate space for those who have been disproportionately impacted by the war on drugs. All applicants will be considered for employment without attention to cannabis infractions, race, color, religion, sex, sexual orientation, gender identity, national origin, military or veteran status, income or disability status.

In order to exercise and maintain our social equity promise to the community, SPS will hire within the City of Kalamazoo, specifically the disproportionately impacted neighborhoods and communities through hosting job fairs and employment seminars. We offer mentorship to the educational cannabis programs of Kalamazoo Valley Community College as well as Western Michigan University. Currently, 33% of the SPS team is composed of those who have been disproportionately affected by previous cannabis legislation and 40% live in the disproportionately affected neighborhoods. Of the management positions at SPS, the women in management roles make up 50% of the facility. SPS also offers 100% full coverage

of medical, dental, and vision insurance, 12 weeks paid maternity leave, 3 weeks paid paternity leave, and accrued PTO.

Corporate Spending Plan

SPS spends 10-15% of our budget specifically targeting diverse suppliers within the chain. In addition to working with diverse suppliers, SPS also works with diverse accountants, marketing consultants, processors, and purchasers. We find it important to support other minority owned and local businesses. SPS also prefers to work with companies focused on social equity and who dedicate themselves to diversity and the advancement of minority owned businesses. By doing this, we know we are helping to stimulate and maintain the local economy as well as upholding some of our most important company commitments. When our marginalized community succeeds we succeed. We are a whole, so it is imperative that SPS gives back to its community and the communities that surround us.

Community Reinvestment and Charitable Donations

SPS feels a strong responsibility to contribute to its community in various ways. It's no surprise that SPS donates \$10,000 dollars annually to the Kalamazoo Defenders, the County's first public defender's office available to those who cannot afford an attorney. By donating to this Public Defender's office, SPS is helping the Kalamazoo Defenders achieve their mission to reform the justice system in moving towards rehabilitation as opposed to punishment.

In addition to our donations, we mandate volunteer time for our staff. We provide a list of volunteer opportunities for them to contribute to our community in a way that promotes social equity through working with local nonprofits and charity organizations.

Through funding the Kalamazoo Defenders and requiring our staff to volunteer in the community, SPS is ensuring we are doing all that we can to promote social equity not only in our building but out in the community.

INTER-OFFICE MEMO

To: The Economic Development Corporation Board of Directors

From: Jared Chambers, Business Specialist

Date: July 17, 2025

Re: 1 Adult Use Class C Grower and 1 Medical Class C Grower Permit Renewals for Seven Point Supply, 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: Seven Point Supply, LLC, for its facility at 2830 Full Circle Drive and that the EDC Board provide a recommendation regarding the renewal of this permit. The City Operating Permit, issued on September 1, 2023, is scheduled to expire on August 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.
 - Seven Point Supply has 15 full-time employees.
 - 4 Managers, earning \$95,000 per year.
 - 11 Growers, earning \$65,000 per year.
 - They offer health, dental, and vision insurance, 12 weeks of paid Maternity leave, 3 weeks of paid paternity leave, and accrued PTO.
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.
 - Property & Personal property taxes in excess of \$200,000.
 - They donated \$9,500 to the Bronson Children's Hospital.
 - They donated \$8,000 to the Bronson Cancer Institute.
 - Job creation for 6 Kalamazoo City residents.
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.

- They spend 10-15% of their budget specifically targeting diverse suppliers within the industry's supply chain.
 - They also work with diverse accountants, marketing consultants, processors, and purchasers.
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 obligations owed to the City.
- Seven Point Supply is not in default to 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.
 - There are 4 employees in management, minorities, women.
 - There are 11 operational employees, minorities, women.
 - Seven Point Supply does not categorize its employees by gender, race, or ethnicity.
6. A statement, with supporting documentation, providing answers to the following questions:
- a. How many City residents do you currently employ?
 - 6 employees are City residents.
 - b. How many current employees reside in Census Tracts 1 (Eastside); 9, 10 (Edison), and/or 2.02,3 (Northside)?
 - 2 Eastside residents, 1 Edison resident, and 3 Northside residents.
 - c. What is your plan to employ residents of the identified census tracts?
 - They currently employ these residents and will keep them on the team.
 - d. How many of your employees have prior marihuana convictions (excepting a conviction for delivery or distribution to a minor)?
 - 5 employees have previous 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 support growth and development with those who have had convictions and refuse to hold previous mistakes against talented employees.
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 Star Status.

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 1 Adult Use Class C Grower and 1 Medical Class C Grower Permits to Seven Point Supply, LLC.

ATTACHMENTS

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

Adult Use Retailer, Marihuana Renewal Application Checklist for:				
Seven Point Supply, LLC				
2830 Full Circle Drive				
Type: Adult Use Grower; Medical Grower				
	Date Received	Received By	Comments	
Renewal Application Received	6/18/2025	Jared Chambers		
Inspection Type:	Inspection Date	Completed by:	Satisfactory?	Notes
Fire Inspection	7/29/2025	Scott Brooks	Yes	
Zoning Inspection	7/29/2025	Jared Chambers	Yes	
	Date	Name	Comments	
Business Community Benefits Check-In	N/A	Jared Chambers		
	Invite Sent	EDC Meeting Date		
Invite to EDC Meeting	4/16/2025	8/21/2025		
	Full-Time	Part-Time	Comments	
Jobs Created	15	0		
	Yes/No	Comments:	Verified by:	
Any Past Due Financial Obligations with City? (i.e. taxes owed, fees, fines, etc)	Yes		Andrew Falkenberg	
Silver Level Social Equity All-Star or better status with the Michigan Cannabis Regulatory Agency	Yes		Jared Chambers	
			All Items Complete	Yes



**ECONOMIC INITIATIVE FUND (EIF)
APPLICATION**

Applicant Info

Name of Applicant			
Business/Home Address			
Telephone		Business Fax	
Email		Website	

Project Contact or Attorney Info

Name of Project Contact (or Attorney)		Address	
Telephone		Email	

Type of Business Applicant (Please select one)

<input type="checkbox"/> Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation
---	--------------------------------------	--------------------------------------

General Information

Description of Applicant's Business:	
Brief History of the Applicant's Business:	

List of Principals with Titles & Ownership Percentage(s)

Name	Title	Percentage of Ownership

List any Similar Projects Developed During Previous Five Years:	
Describe Any Litigation Involving The Applicant During Previous Five Years:	

Site of The Proposed Project: (Please attach legal description)

Address:				
Present Owner(s):				
Were other sites considered?	Yes	No	If so, please identify:	
Does applicant have land control?	Yes	No		
If yes, describe whether as owner, lessee, option or purchase agreement:				

Description of the Proposed Project:

Project Type:				
	New	Relocation	Expansion	Rehabilitation
Project Specifics (please attach the following):				
	A written description of the proposed project , including the type of construction; height and gross floor area of all buildings; anticipated number of off-street parking spaces and any other proposed improvements within the project area. Also, include what activities will occur with the project area relative to increases in air, water, and noise pollution and increases in vehicle traffic in adjacent areas. (Please be specific in your description. Answers such as “none” are not acceptable).			
	A vicinity map showing the location of the project area in relation to existing streets and buildings in the surrounding areas with property parcel numbers and addresses for project and adjoining properties.			
	A site plan indicating the dimensions of the project area; general location and configuration of all existing and proposed buildings, accessory structures, driveway and parking lots within the project areas. Also, indicate the general location and size of all existing utilities and proposed utilities (storm sewer, sanitary sewer, water, cable, etc) adjacent and within the project area. (This may be submitted after the inducement resolution has been approved)			

Project Team

Project Manager	
General Contractor	
Architect	
Landscape Designer	
Attorney	
Accountant	
Banker(s)	
Others/Roles	

Additional Application Attachments (At a minimum, attach those identified):	
	Market study or other market measures and information
	Detailed breakdown of all project costs and sources using the attached Sources & Uses Table (include supporting data on any construction costs).
	Monthly pro forma operating (profit & loss and cash flow) statements for the completed project for the first 24 months, then annually (with assumptions relevant to projections made in the statements).
	Financial commitments from lenders
	Project Plan (as required by MCLA 125.1608(2), but may be submitted after inducement resolution has been approved):
	Other supporting materials:
	Business Plan (if available), current annual financial statements (when requested) , 3-years
	Federal Income Tax Returns (when requested)

Employment Impact of the Proposed Project

Number of Current Employees	Full Time	Part Time
Jobs Retained by the project	Full Time	Part Time
Jobs to be Created by the Project	Full Time	Part Time
Hourly range or salary range of jobs retained and/or created:		
To What Extent Will You Attempt to Employ Residents of the City of Kalamazoo?		
To What Extent Will the Project Have the Effect of Transferring Employment from Another Municipality of This State?		
How Many Construction Jobs Will the Project Create and What Will the Duration of those Jobs be?		

Tax Base Impact of the Proposed Project:						
	Current State Equalized Value(s) of property to be improved:		\$	Projected SEV of property upon completion of project:		\$
Does the Applicant Intend to Apply for a Tax Exemption from the City of Kalamazoo?	Yes		No			
Does The Applicant Intend to Apply for Tax Increment Financing (TIF) Assistance with Infrastructure or Brownfield Issues?	Yes		No			

Will the Project Require Rezoning or a Special Use Permit?	Yes	No	What is the current zoning:	
--	-----	----	-----------------------------	--

Financing

Please complete the Sources & Uses Table found in Appendix A

Type of Financing Requested:

EDC Revenue Bonds

EIF Loan	Loan Terms are Prime Rate plus 1 point
----------	--

Other

Has application pre-sold or pre-placed Economic Development Corporation bonds?	Yes	No
--	-----	----

If yes, Name of purchaser, or attach a letter of intent as attachment):

Anticipated Start Date of Project:		Anticipated Completion Date of Project:	
------------------------------------	--	---	--

Explain how proposed EIF assistance would induce applicant to undertake this project:

If EIF financing is denied, what alternative method(s) of financing will be sought, if any?

References	Name	Phone	Email
Please provide three references who are familiar with the applicant's business experience and capabilities, together with daytime telephone numbers			

A written description of the proposed project, including the type of construction, height and gross floor area of all buildings, anticipated number of off-street parking spaces and any other proposed improvements within the project area. Also, include what activities will occur with the project area relative to increases in air, water, and noise pollution and increases in vehicle traffic in adjacent areas. (Please be specific in your description. Answers such as “none” are not acceptable).

The proposed project will include retrofitting a portion of the historic structure at 229 East Michigan Avenue, named “Main Street East.” The building is occupied on the ground floor by Crafted Copper and the total building is approximately 65,000-square feet. The building has an existing 4-story open atrium that is ideal for the proposed use. The parcel included in this project is approximately 0.606 which includes additional building suites to the East.

The project will involve rehabilitating and retrofitting the existing structure to support the entrepreneurial community in Kalamazoo. The project is expected to cost approximately \$960,000 to renovate the existing structure. The size of the entrepreneurial space to be retrofitted is approximately 9,146-square feet of the existing Main Street East building.

Currently, there is virtually no entrepreneurial ecosystem with a centralized physical space in Kalamazoo. All other communities of similar size have a way to attract entrepreneurs and young talent in their municipalities, but this is a gap in the Kalamazoo market. This project would deliver coworking and collaborative space for entrepreneurs and serve as a centralized hub for early-stage venture opportunities in Southwest Michigan. The Kalamazoo Foundation supports this project and sees the need for entrepreneurial support in the Kalamazoo market, as evidenced by their loan to support the project. Because of the nature of this project, and the achievable rents for a coworking space, this project cannot be accomplished without low interest debt. This project is a retool of an existing structure, so it is not expected to have a significant impact on the SEV of the existing real property. The SEV of the entire parcel located at 251 East Michigan is \$1,942,400.

No parking is expected to be created as a result of the project. There is existing parking surrounding this property in the City that can be utilized for tenants and visitors of this project.

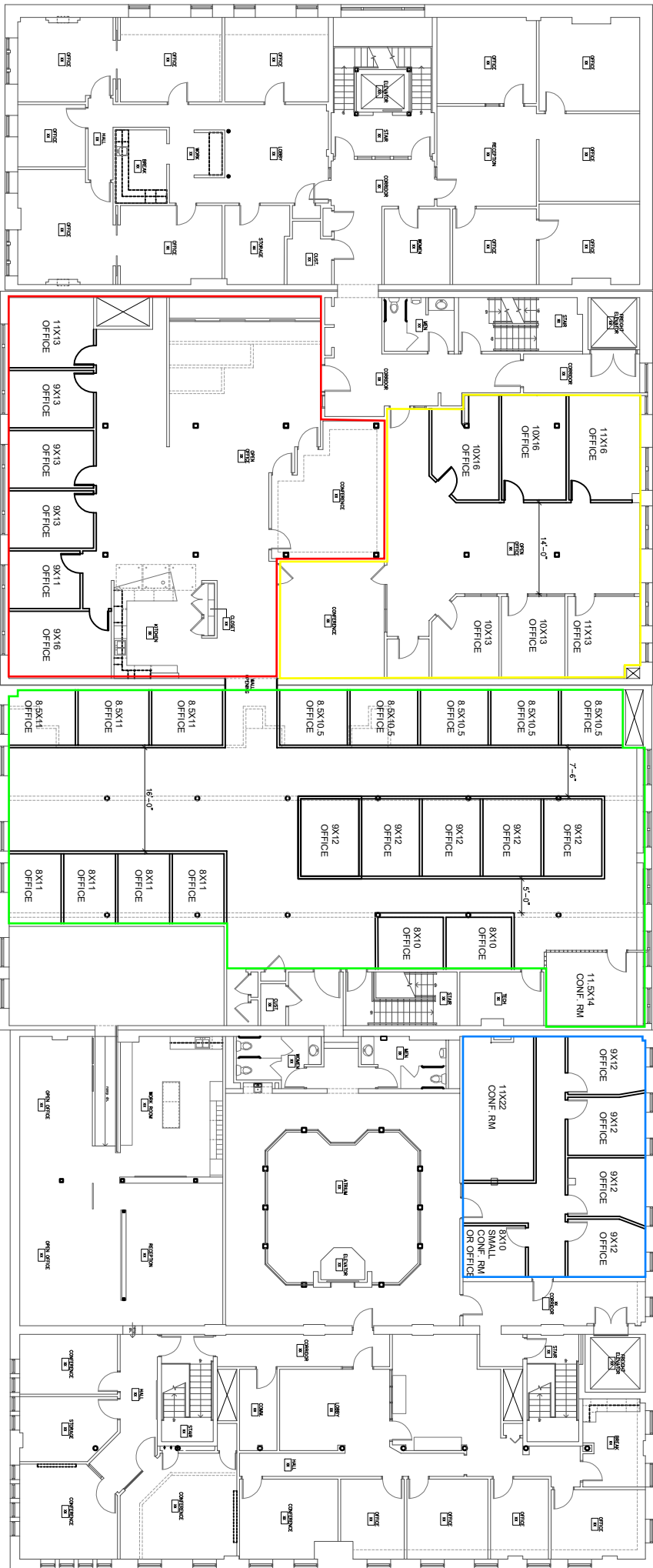
This project is primarily office in nature, so the project does not expect to impact air, water, and noise pollution. Utilities already exist within the building, so the project is not expected to increase water and utility demand on site. Vehicle traffic may increase in the immediate vicinity due to activating an existing structure downtown, however, pedestrian traffic is also expected due to the close proximity of the site to multiple housing developments, eateries, and other offices.

A Vicinity Map showing the location of the project area in relation to existing streets and buildings in the surrounding areas with property parcel numbers and addresses for project and adjoining properties.



The subject parcel, 251 East Michigan Avenue, exists along East Michigan Avenue. The address of the Main Street East Building is 229 East Michigan Avenue. The property is neighbored by 215 East Michigan Avenue and other suites within the parcel located at 251 East Michigan Avenue. The projected is bordered to the north by the Haymarket Plaza and the 180 East Water Street building.

*A **site plan** indicating the dimensions of the project area; general location and configuration of all existing and proposed buildings, accessory structures, driveway and parking lots within the project areas. Also, indicate the general location and size of all existing utilities and proposed utilities (storm sewer, sanitary sewer, water, cable, etc) adjacent and within the project area. (This may be submitted after the inducement resolution has been approved)*



TREYSTAR
MAIN ST. EAST - OFFICE SKETCH
4-10-25
ECKERT WORDELL

8/14/2025

**StartUpZoo Proforma
MSE, LLC**

ASSUMPTIONS:

Monthly Rent

1) Location: **151 E. Michigan Ave**

2) Project Cost:

Misc Legal	5,000
Build-out (\$60/sf)	867,000 *inclusive of all work, fees
Security Cameras/Access	25,000
Commissions	50,000
Admin Fee	5,000
Misc Architectural	8,000
Total:	960,000

3) Rent Projection:

	Sq. Footage	Rent/Foot	Annual Rent
StartUpZoo	9,146	\$ 10.00	91,460
Additional Rent	9,146	\$12.25	112,039
Total:			203,499

Yearly Escalation Rate:

4) Financing:

Total Cost	960,000
Equity:	0
Debt:	960,000
Interest Rate:	2.9%
Term:	10 Years

\$96k @ 1.5%
\$864k @ 3.0%

5) Misc:

Depreciation:	39,147
Utilities:	0.00 per foot
Insurance	2,927
R.E. Taxes	27,438
Maintenance	2.46 per foot
Mgmt Fee	5% of rent
Legal/Acctg	0

PROFIT & LOSS:												
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
REVENUE:												
	RENT:	StartUpZoo	203,499	209,603	215,892	222,368	229,039	235,911	242,988	250,277	257,786	265,519
TOTAL REVENUE			203,499	209,603	215,892	222,368	229,039	235,911	242,988	250,277	257,786	265,519
EXPENSES:												
	INTEREST		27,840	25,400	22,890	20,307	17,648	14,913	12,099	9,202	6,222	3,156
	INTEREST ON BUILDING		28,353	26,353	24,353	22,353	20,353	18,353	16,353	14,353	12,353	10,353
	DEPRECIATION = Debt Payment		84,128	84,128	84,128	84,128	84,128	84,128	84,128	84,128	84,128	84,128
	INSURANCE		2,927	2,927	2,927	2,927	2,927	2,927	2,927	2,927	2,927	2,927
	R.E. TAXES		27,438	27,987	28,546	29,117	29,700	30,294	30,900	31,518	32,148	32,791
	UTILITIES											
	MAINTENANCE		22,500	22,500	22,500	22,500	22,500	22,500	22,500	22,500	22,500	22,500
	MGMT FEE - 5%		10,175	10,480	10,795	11,118	11,452	11,796	12,149	12,514	12,889	13,276
	MISCELLANEOUS											
TOTAL EXPENSES:			203,360	199,774	196,138	192,449	188,707	184,909	181,055	177,141	173,166	169,129
NET INCOME B4 TAXES			139	9,829	19,754	29,919	40,332	51,001	61,933	73,137	84,619	96,390
CASH FLOW FROM OPERATIONS:												
			2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
INFLOW:												
	BEGINNING CASH		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	NET INCOME		139	9,829	19,754	29,919	40,332	51,001	61,933	73,137	84,619	96,390
	DEPRECIATION		84,128	84,128	84,128	84,128	84,128	84,128	84,128	84,128	84,128	84,128
TOTAL INFLOW			89,266	98,957	108,881	119,047	129,460	140,129	151,061	162,264	173,747	185,518
OUTFLOW:												
	DEBT		84,128	86,567	89,078	91,661	94,319	97,055	99,869	102,765	105,746	108,812
	CAPITAL IMPROVS											
	PARTNER DISTRIBUTION		139	7,390	14,803	22,385	30,141	38,074	46,192	54,499	63,002	71,705
TOTAL OUTFLOW			84,266	93,957	103,881	114,047	124,460	135,129	146,061	157,264	168,747	180,518
ENDING CASH			5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Debt		875,872	789,305	700,227	608,566	514,247	417,192	317,323	214,558	108,812	(0)



Dear Jared Chambers,

On behalf of the Kalamazoo Community Foundation's Impact Investment Committee, I am pleased to inform you that the Committee has approved financing for the Treystar project located at 229 E. Michigan Avenue in the Main Street East building.

KZCF will be providing an impact investment loan in the amount of \$860,000 to support the build-out of Startup Zoo's office space in Downtown Kalamazoo. This project was reviewed thoroughly by the Committee and demonstrates both strong financial fundamentals and alignment with our priorities around wealth-building and nonprofit infrastructure.

Key financial terms of the loan include:

- **Loan Amount:** \$860,000
- **Interest Rate:** 3%
- **Structure:** Fully amortizing loan

We believe this investment will play a critical role in advancing entrepreneurship in Kalamazoo by enabling Startup Zoo to expand its reach and impact among local entrepreneurs.

Please do not hesitate to reach out if additional information is needed. We value our partnership with the City and look forward to continued collaboration on projects that strengthen our community.

Sincerely,

Todd Kuntz
Senior Investment Officer
Kalamazoo Community Foundation

EIF Loan Underwriting Summary for Main Street East, LLC

Project Overview

Total Project Cost: \$960,000

Location: The subject parcel is 251 East Michigan Avenue; the address of the Main Street East Building is 229 East Michigan Avenue.

Project Uses

Uses	Amount
Professional Fees (Legal)	\$5,000
Rehabilitation Costs	\$867,000
Security Cameras/Access	\$25,000
Commissions	\$50,000
Administration Fee	\$5,000
Misc. Architectural	\$8,000
Total	\$960,000

Financing Structure

Source	Amount	Terms
Kalamazoo Community Foundation (KCF) Loan	\$864,000	3% interest, 20-year amortization
EIF Loan (proposed)	\$96,000	2% interest, 10-year amortization (assumed for underwriting)

Debt Service Coverage Ratio (DSCR)

Scenario	Annual Debt Service	DSCR
EIF Loan Only	\$10,582	7.95
Combined (KCF + EIF Loans)	\$67,816	1.24

Conclusion

The 2025 pro forma projects Net Operating Income (NOI) at \$84,128, supporting a strong DSCR of 7.95 for the EIF loan alone. When combined with the Kalamazoo Community Foundation (KZCF) loan, the overall DSCR remains solid at 1.24, indicating the project can sustain its debt obligations.

The requested \$96,000 EIF loan falls within policy limits and demonstrates strong repayment capacity both independently and in conjunction with existing financing.

Loan Amortization Schedule

[HELP](#)

© 2008 Vertex42 LLC

Loan Information		Summary	
Loan Amount	96,000.00	Rate (per period)	0.167%
Annual Interest Rate	2.00%	Number of Payments	120
Term of Loan in Years	10	Total Payments	105,823.13
First Payment Date	10/1/2025	Total Interest	9,823.13
Payment Frequency	Monthly	Est. Interest Savings	0.00
Compound Period	Monthly		
Payment Type	Beginning of Period		

Monthly Payment 881.86

Amortization Schedule

 Rounding On

No.	Due Date	Payment	Additional Payment	Interest	Principal	Balance
						96,000.00
1	10/1/25	881.86		0.00	881.86	95,118.14
2	11/1/25	881.86		158.53	723.33	94,394.81
3	12/1/25	881.86		157.32	724.53	93,670.28
4	1/1/26	881.86		156.12	725.74	92,944.53
5	2/1/26	881.86		154.91	726.95	92,217.58
6	3/1/26	881.86		153.70	728.16	91,489.42
7	4/1/26	881.86		152.48	729.38	90,760.04
8	5/1/26	881.86		151.27	730.59	90,029.45
9	6/1/26	881.86		150.05	731.81	89,297.64
10	7/1/26	881.86		148.83	733.03	88,564.61
11	8/1/26	881.86		147.61	734.25	87,830.36
12	9/1/26	881.86		146.38	735.48	87,094.88
13	10/1/26	881.86		145.16	736.70	86,358.18
14	11/1/26	881.86		143.93	737.93	85,620.25
15	12/1/26	881.86		142.70	739.16	84,881.09
16	1/1/27	881.86		141.47	740.39	84,140.70
17	2/1/27	881.86		140.23	741.62	83,399.08
18	3/1/27	881.86		139.00	742.86	82,656.22
19	4/1/27	881.86		137.76	744.10	81,912.12
20	5/1/27	881.86		136.52	745.34	81,166.78
21	6/1/27	881.86		135.28	746.58	80,420.20
22	7/1/27	881.86		134.03	747.83	79,672.37
23	8/1/27	881.86		132.79	749.07	78,923.30
24	9/1/27	881.86		131.54	750.32	78,172.98
25	10/1/27	881.86		130.29	751.57	77,421.41
26	11/1/27	881.86		129.04	752.82	76,668.58
27	12/1/27	881.86		127.78	754.08	75,914.50
28	1/1/28	881.86		126.52	755.34	75,159.17
29	2/1/28	881.86		125.27	756.59	74,402.58
30	3/1/28	881.86		124.00	757.86	73,644.72
31	4/1/28	881.86		122.74	759.12	72,885.60
32	5/1/28	881.86		121.48	760.38	72,125.22
33	6/1/28	881.86		120.21	761.65	71,363.57
34	7/1/28	881.86		118.94	762.92	70,600.65
35	8/1/28	881.86		117.67	764.19	69,836.46
36	9/1/28	881.86		116.39	765.47	69,070.99
37	10/1/28	881.86		115.12	766.74	68,304.25

No.	Due Date	Payment	Additional Payment	Interest	Principal	Balance
38	11/1/28	881.86		113.84	768.02	67,536.23
39	12/1/28	881.86		112.56	769.30	66,766.93
40	1/1/29	881.86		111.28	770.58	65,996.35
41	2/1/29	881.86		109.99	771.87	65,224.49
42	3/1/29	881.86		108.71	773.15	64,451.33
43	4/1/29	881.86		107.42	774.44	63,676.89
44	5/1/29	881.86		106.13	775.73	62,901.16
45	6/1/29	881.86		104.84	777.02	62,124.14
46	7/1/29	881.86		103.54	778.32	61,345.82
47	8/1/29	881.86		102.24	779.62	60,566.20
48	9/1/29	881.86		100.94	780.92	59,785.29
49	10/1/29	881.86		99.64	782.22	59,003.07
50	11/1/29	881.86		98.34	783.52	58,219.55
51	12/1/29	881.86		97.03	784.83	57,434.72
52	1/1/30	881.86		95.72	786.13	56,648.59
53	2/1/30	881.86		94.41	787.45	55,861.14
54	3/1/30	881.86		93.10	788.76	55,072.38
55	4/1/30	881.86		91.79	790.07	54,282.31
56	5/1/30	881.86		90.47	791.39	53,490.92
57	6/1/30	881.86		89.15	792.71	52,698.22
58	7/1/30	881.86		87.83	794.03	51,904.19
59	8/1/30	881.86		86.51	795.35	51,108.83
60	9/1/30	881.86		85.18	796.68	50,312.16
61	10/1/30	881.86		83.85	798.01	49,514.15
62	11/1/30	881.86		82.52	799.34	48,714.81
63	12/1/30	881.86		81.19	800.67	47,914.15
64	1/1/31	881.86		79.86	802.00	47,112.14
65	2/1/31	881.86		78.52	803.34	46,308.80
66	3/1/31	881.86		77.18	804.68	45,504.13
67	4/1/31	881.86		75.84	806.02	44,698.11
68	5/1/31	881.86		74.50	807.36	43,890.74
69	6/1/31	881.86		73.15	808.71	43,082.04
70	7/1/31	881.86		71.80	810.06	42,271.98
71	8/1/31	881.86		70.45	811.41	41,460.57
72	9/1/31	881.86		69.10	812.76	40,647.82
73	10/1/31	881.86		67.75	814.11	39,833.70
74	11/1/31	881.86		66.39	815.47	39,018.23
75	12/1/31	881.86		65.03	816.83	38,201.40
76	1/1/32	881.86		63.67	818.19	37,383.21
77	2/1/32	881.86		62.31	819.55	36,563.66
78	3/1/32	881.86		60.94	820.92	35,742.74
79	4/1/32	881.86		59.57	822.29	34,920.45
80	5/1/32	881.86		58.20	823.66	34,096.79
81	6/1/32	881.86		56.83	825.03	33,271.76
82	7/1/32	881.86		55.45	826.41	32,445.35
83	8/1/32	881.86		54.08	827.78	31,617.57
84	9/1/32	881.86		52.70	829.16	30,788.41
85	10/1/32	881.86		51.31	830.55	29,957.86
86	11/1/32	881.86		49.93	831.93	29,125.93
87	12/1/32	881.86		48.54	833.32	28,292.62
88	1/1/33	881.86		47.15	834.71	27,457.91
89	2/1/33	881.86		45.76	836.10	26,621.82
90	3/1/33	881.86		44.37	837.49	25,784.33
91	4/1/33	881.86		42.97	838.89	24,945.44
92	5/1/33	881.86		41.58	840.28	24,105.16

No.	Due Date	Payment	Additional Payment	Interest	Principal	Balance
93	6/1/33	881.86		40.18	841.68	23,263.47
94	7/1/33	881.86		38.77	843.09	22,420.39
95	8/1/33	881.86		37.37	844.49	21,575.89
96	9/1/33	881.86		35.96	845.90	20,729.99
97	10/1/33	881.86		34.55	847.31	19,882.68
98	11/1/33	881.86		33.14	848.72	19,033.96
99	12/1/33	881.86		31.72	850.14	18,183.83
100	1/1/34	881.86		30.31	851.55	17,332.27
101	2/1/34	881.86		28.89	852.97	16,479.30
102	3/1/34	881.86		27.47	854.39	15,624.91
103	4/1/34	881.86		26.04	855.82	14,769.09
104	5/1/34	881.86		24.62	857.24	13,911.85
105	6/1/34	881.86		23.19	858.67	13,053.17
106	7/1/34	881.86		21.76	860.10	12,193.07
107	8/1/34	881.86		20.32	861.54	11,331.53
108	9/1/34	881.86		18.89	862.97	10,468.56
109	10/1/34	881.86		17.45	864.41	9,604.15
110	11/1/34	881.86		16.01	865.85	8,738.29
111	12/1/34	881.86		14.56	867.30	7,871.00
112	1/1/35	881.86		13.12	868.74	7,002.26
113	2/1/35	881.86		11.67	870.19	6,132.07
114	3/1/35	881.86		10.22	871.64	5,260.43
115	4/1/35	881.86		8.77	873.09	4,387.34
116	5/1/35	881.86		7.31	874.55	3,512.79
117	6/1/35	881.86		5.85	876.00	2,636.78
118	7/1/35	881.86		4.39	877.46	1,759.32
119	8/1/35	881.86		2.93	878.93	880.39
120	9/1/35	881.86		1.47	880.39	0.00