
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

JASON NOVOTNY
Printed Name/Chair



Erin Hahn/Recording Clerk