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**CITY OF KALAMAZOO**  
**ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING**  
**Thursday, September 18, 2025**  
**Community Planning and Economic Development**  
**245 N. Rose Street, Kalamazoo, MI 49007**

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**MEMBERS PRESENT:** Jason Novotny; Sharon Ferraro; Andrew Schipper; Michael Gurnee; Rachel Bair; Scott Petersen; T.J. Ward; Lucas Middleton; Kyle Gulau

**MEMBERS ABSENT:** Alonzo Wilson; Eddie Warr

**CITY STAFF PRESENT:** Jamie McCarthy (Development Manager); Jared Chambers (Business Specialist); Heidi Waffle (Brownfield Project Assistant); Bobby Boyd (Economic Development Supervisor); \*Jessica Wood (Attorney, Dickinson-Wright)

\*Attorney Wood attended the meeting virtually.

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Meeting was called to order 7:55 AM by Chair Novotny.

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

**APPROVAL OF AGENDA:** Director Gurnee moved approval of the amended agenda; seconded by Director Gulau. Motion approved by voice vote unanimously.

The directors and Mr. Boyd discussed removing New Business Item #1, Approval of the 2026 EDC Budget, from the agenda due to budget documents not having been viewable in Civic Clerk prior to the meeting. There were no budget documents ready for distribution. This item will be placed on the October agenda instead.

**APPROVAL OF MINUTES:** Director Middleton moved approval of the minutes from the meeting of August 21, 2025; seconded by Director Schipper. Motion approved by voice vote unanimously.

**PUBLIC COMMENTS**

None.

**DIRECTORS' COMMENTS**

None.

**NEW BUSINESS**

1. EDC Board Member Appointments.

Director Lucas Middleton was nominated as Chair. Director Kyle Gulau was nominated as Vice-Chair. Director Rachel Bair was nominated as treasurer/secretary.

**Director Ferraro moved appointments of new officers; seconded by Director Gurnee. A voice vote was taken, and the motion passed unanimously.**

2. Approval of an Economic Initiative Fund loan to Kzoo Cream.

Mr. Jared Chambers shared information on the loan. The staff recommendation is a \$20,000 EIF loan for a period of 10 years at 2% interest. Because it is a newer business, they had to go off of projections to come to this conclusion. The Projects & Finance Committee also gave their recommendation. Mr. Chambers shared details about the business, including that two employees have recently been hired.

**Director Bair moved approval of an Economic Initiative Fund loan to Kzoo Cream; seconded by Director Middleton. A roll call vote was taken, and the motion passed unanimously. Director Petersen abstained.**

3. Approval of a recommendation to the City Clerk's office of a two-year renewal of the 1 Adult Use Retailer and 1 Medical Provisioning Center Permits for Green Sunrise Products, LLC (DBA Lume).

Mr. Chambers shared information on the business, as found in the agenda packet. He said they are in full compliance.

Director Ferraro said she was pleased to see they are working hard to get diversity, including people above the age of 45.

**Director Gurnee moved approval of a recommendation to the City Clerk's office of a two-year renewal of the 1 Adult Use Retailer and 1 Medical Provisioning Center Permits for Green Sunrise Products, LLC (DBA Lume); seconded by Director Petersen. A roll call vote was taken, and the motion passed unanimously.**

4. Approval of a recommendation to the City Clerk's office of a two-year renewal of the 1 Adult Use Retailer Permit for Kalamazoo Gallery Inc, (DBA Herbana).

**Director Middleton moved approval of a recommendation to the City Clerk's office of a two-year renewal of the 1 Adult Use Retailer Permit for Kalamazoo Gallery Inc, (DBA Herbana); seconded by Director Ward. A roll call vote was taken, and the motion passed unanimously.**

#### **UNFINISHED BUSINESS**

None.

#### **COMMUNICATIONS AND ANNOUNCEMENTS**

None.

#### **STAFF REPORTS AND UPDATES**

Mr. Boyd shared in their upcoming meetings they will have more intentional conversations about trying to influx revenue within the EDC, through ways such as bonding, to make sure their board is sustainable long-term within the City of Kalamazoo.

Director Gulau asked how the conversation and thought relates to the strategic plan they had passed.

Mr. Boyd discussed that it relates to fostering a business environment. It helps incentivize businesses to utilize the City rather than MEDC, as they have less fees than MEDC.

Director Gulau talked about his questions regarding the budget and how it is aligned with the strategy, including key measures and metrics.

Chair Novotny shared there is an appetite for reporting or a dashboard that informs the board a couple or a few times a year on the metrics of the strategy.

**ADJOURNMENT:** Meeting was adjourned at 8:15 AM by Chair Novotny.

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Signature

\_\_\_\_\_  
Printed Name/Chair

  
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Heidi Waffle/Recording Clerk