

# **Agenda**

## **Economic Development Corporation**

### **Board of Directors**



City of Kalamazoo

**Thursday, April 16, 2026**

**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 Economic Development Corporation Board of Directors Meeting on March 26, 2026.
- D. PUBLIC COMMENTS**
- E. DIRECTOR COMMENTS**
- F. NEW BUSINESS**
- G. UNFINISHED BUSINESS**
- H. COMMUNICATIONS AND ANNOUNCEMENTS**
- I. STAFF REPORTS AND UPDATES**
- J. ADJOURNMENT**

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**CITY OF KALAMAZOO  
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING  
Thursday, March 19, 2026  
Community Planning and Economic Development  
245 N. Rose Street, Kalamazoo, MI 49007**

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**MEMBERS PRESENT:** Sharon Ferraro; Rachel Bair; T.J. Ward; Lucas Middleton; Drew Duncan; Michael Gurnee; Andrew Schipper; Eddie Warr; \*Scott Petersen

**MEMBERS ABSENT:** Kyle Gulau; Jason Novotny

**CITY STAFF PRESENT:** Jamie McCarthy (Development Manager); Beth Cheeseman (Executive Administrative Assistant); \*Jessica Wood (Attorney, Dickinson-Wright); Erin Hahn (Business Specialist); Jared Chambers (Development Administrator); \*Logan Mulholland (Consultant, Fishbeck)  
\*Jessica Wood attended the meeting virtually.

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Meeting was called to order at 7:50 AM by Chair Middleton.

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

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

**APPROVAL OF MINUTES:** Director Ferraro moved approval of February 19, 2026 minutes as presented; seconded by Director Warr. Motion approved by voice vote unanimously.

**PUBLIC COMMENTS**

None.

**DIRECTORS' COMMENTS**

None.

**NEW BUSINESS**

1. Recommendation to the City Clerk's office of a 1-year approval of the Class A Microbusiness and Designated Consumption Lounge Permits to Royalweb, LLC dba Only Alien.

Ms. Erin Hahn said that they extended Only Alien's permit by a month because they were resolving some issues from last year. They were able to resolve those issues, and they met all requirements for renewal. One Knox box still needs to be replaced, but the Fire Marshall didn't feel it was a safety issue.

Mr. Marty Webber, part-Owner, reported they would order a new Knox box that week.

\*Scott Petersen entered the meeting at this time.

**Director Duncan moved to recommend to the City Clerk's office a 1-year approval of the Class A Microbusiness and Designated Consumption Lounge Permits to Royalweb, LLC dba Only Alien; seconded by Director Gurnee.**

**A roll call vote was taken and the motion passed. Director Petersen abstained; all other Directors present voted in the affirmative.**

### UNFINISHED BUSINESS

None.

### COMMUNICATIONS AND ANNOUNCEMENTS

Mr. Boyd said he was working on trying to identify individuals for the PR campaign they want to do this year. He will be speaking with Board members and looking for recommendations.

### STAFF REPORTS AND UPDATES

#### 1. EDC Year-end 2025 Budget Report

Mr. Boyd reviewed the budget report.

\*Logan Mulholland entered meeting at this time.

Director Bair asked why Professional and Contractual Services was significantly underspent. She wondered what they were going to do with that money that didn't happen. Mr. Boyd stated that some of that money was moved to Admin Supports for snow removal and other maintenance. He said he would contact the Finance Manager and find out what else was supposed to come out of that fund. Mr. Boyd indicated he would follow up with the Board via email with that information.

Director Bair asked him to speak about the Loan Distribution/Loan Expense that was not budgeted but had some activity. Mr. Boyd stated that it was for EIF loans. Director Bair clarified that Loan Distribution was the money that went out as loans and Loan Expense was the repayment. She suggested pulling those lines out from the total since they balance each other.

**ADJOURNMENT:** Meeting was adjourned at 8:01 AM by Chair Middleton.

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Signature

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Printed Name/Chair

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Beth Cheeseman/Recording Clerk