
CITY OF KALAMAZOO
ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING
Thursday, June 18, 2020
Electronic meeting under the authority of Executive Order 2020-75
Issued by Governor Gretchen Whitmer

MEMBERS PRESENT: James Escamilla; Kyle Gulau; Jason Novotny; Patti Owens; Doug Phillips; Jasmine Vedula; Kevan Hess; Vice Mayor Patrese Griffin; Nathan Bolton

MEMBERS ABSENT: Fritz Brown; Tom Schlueter

CITY COMMISSIONERS/CITY STAFF PRESENT: Richard Cherry (City Attorney); Jamie McCarthy (Development Coordinator); Antonio Mitchell (Development Project Coordinator); Beth Cheeseman (Executive Administrative Assistant); Joe Agostinelli (Consultant, Southwest Michigan First); Rebekah Kik (Community Planning and Economic Development Director)

PUBLIC PRESENT: Mr. Brian Pennings; Ms. Linda Palmatier

Meeting was called to order at 7:31 AM by Chair Doug Phillips

MOTION TO EXCUSE ABSENT MEMBERS: Director Owens moved to excuse absent members; supported by Director Hess. Motion approved by voice vote unanimously.

APPROVAL OF AGENDA: Director Owens moved the approval of the agenda; supported by Director Novotny. Motion approved by voice vote unanimously.

APPROVAL OF THE MINUTES OF MAY 21, 2020: Director Escamilla moved the approval of the minutes; supported by Director Hess. Motion approved by voice vote unanimously.

NEW BUSINESS

1. Consideration of a recommendation that the Economic Development Corporation (EDC) approve amendments to the bylaws as presented. (ACTION: Motion to approve amendments to the bylaws as presented).

Ms. McCarthy said they updated and clarified some sections of the EDC bylaws. She reviewed the amendments made to Sections 2, 4, 5, and 8. Ms. McCarthy pointed out that the amendments align the annual meetings of the EDC and BRA. She said they also clarify participation in meetings by electronic equipment.

Director Bolton moved to approve the amendments to the bylaws as presented; Director Owens supported. Motion approved by voice vote unanimously.

Director Owens commented that she appreciates having the annual meetings aligned and that they clarified the sections mentioned.

2. Approval of the nomination and election of Patti Owens as Chairperson, Nathan Bolton as Vice Chairperson, and Kevan Hess as Secretary/Treasurer of the Board of Directors. (ACTION: Motion to approve the nomination and election of Patti Owens as Chairperson, Nathan Bolton as Vice Chairperson, and Kevan Hess as Secretary/Treasurer of the Board of Directors).

Director Novotny moved to approve the nomination and election of Patti Owens as Chairperson, Nathan Bolton as Vice Chairperson, and Kevan Hess as Secretary/Treasurer of the Board of Directors; Director Hess supported. Motion approved by voice vote unanimously.

Director Owens took over as Chair of the Board.

3. Review of the City's confidentiality policy and EDC/BRA conflict of interest statement(s). (No ACTION).

Ms. McCarthy reviewed the confidentiality policy and conflict of interest. She reminded board members that some of the information they handle can be sensitive in nature such as employees, salaries, and different aspects of businesses. She let them know that the Freedom of Information Act (FOIA) requests go through the attorney's office. Ms. McCarthy stated that the board members do a good job with these matters, but she wanted to give a reminder. She will have everyone sign the conflict of interest statement.

Attorney Cherry added that phone numbers and social security numbers are always redacted. He said that once the request comes in, they make the decisions of what is of public interest and what needs to be redacted.

4. Approval of a recommendation that the City Clerk renew the Medical Marihuana Facility Operating Permit for Palmatier Enterprises, Inc. DBA The Spott (the applicant), recognizing that the applicant has met all requirements under Sec. 20B-12 of the ordinance. (ACTION: Motion to recommend the City Clerk renew the Medical Marihuana Facility Operation Permit for Palmatier Enterprises, Inc.).

Ms. McCarthy explained that it is the responsibility of the Clerk's office to renew the permits. She said the Clerk makes sure there is no outstanding financial obligations, no complaints to the City Manager's office and that the business has passed inspection. At that time, the Clerk forwards the application to the EDC. Board members are responsible to review the staffing plan, ensure that economic benefits are being met, and that the business is conducting activities to

benefit the community. Ms. McCarthy shared that Ms. Linda Palmatier was present and could answer any questions the Board may have.

Chair Owens opened this to discussion to the Directors.

Director Phillips asked Ms. Palmatier if she had anything to add that was not in the packet. Ms. Palmatier commented that it was nice to work with the City of Kalamazoo. She felt they had a lot of cooperation.

Director Hess asked Ms. Palmatier about her staffing levels. He said she went from 5-16 employees in a year, and it shows she will be adding two more. Director Hess asked if they were anticipating adding any more. Ms. Palmatier responded that they are going to wait and see how adult use marihuana picks up. She said they increased their staff in anticipation of adult use business. Ms. Palmatier added that their application is in for adult use. They will probably hire more people throughout the year.

Director Phillips moved to recommend the City Clerk renew the Medical Marihuana Facility Operation Permit for Palmatier Enterprises, Inc; Director Hess supported. Motion passed unanimously by roll call vote.

OLD BUSINESS

Ms. McCarthy let board members know that the approval of the two new members has not gone on the City Commission agenda yet. Currently, the City Commission is doing only essential business. Appointments are not considered essential business. They are preparing now to get that onto the City Commission agenda. Ms. McCarthy hopes to get the new appointees in for the July meetings. She let appointees know why there has been a delay.

COMMUNICATIONS AND ANNOUNCEMENTS

None.

CITIZEN COMMENTS

Mr. Brian Pennings, Pennings and Sons, stated appreciation for being at the meeting. He had no comment for the EDC meeting.

DIRECTOR'S COMMENTS

Director Owens shared that she has a new grandson.

Director Escamilla stated that he is going to miss Director Phillips.

Director Owens thanked Director Phillips for his service and mentorship. She said he was of help in learning how to run a meeting. Director Owens appreciated that he always has a question and shows engagement with the boards.

ADJOURNMENT: 8:04 AM

Beth Cheeseman
Beth Cheeseman,
Recording Secretary


Chair Signature
Day Phillips, Chair
Name/Title