

KALAMAZOO COUNTY ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

MEETING DATE: Thursday, May 28, 2006

PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue
Room A – Second Floor
Kalamazoo, Michigan 49007

TIME: Immediately After the BRA Meeting

AGENDA

1. Call to Order Chair Woods
2. Acceptance of Resignation of Art Hokestra/ **action**
3. Seating of New Member – Leroy Crabtree/ **Introduction only.**
4. Approval of Minutes: April 23, 2009/ Annual Meeting and Regular **action**
5. Citizens Comments (4 minutes each/ any item on the agenda or not on the agenda/ Please state name and address)
6. No Consent calendar
7. Staff Report
8. Event – “5/1/09” – See hand out/ evaluation summary
9. Other –
10. Board Member Comments
11. Adjournment

Next meeting Thursday, June 25, 2009

**PLEASE CALL 384-8304 OR EMAIL ME AT DPARTL@KALCOUNTY.COM
IF YOU ARE UNABLE TO ATTEND THE MEETING.
IT IS IMPORTANT THAT WE HAVE A QUORUM.**

KALAMAZOO COUNTY ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

MEETING DATE: Thursday, April 23, 2009
PLACE OF MEETING: County Administration Building
ANNUAL MEETING MINUTES

Present were: Marc Hatton, Robert Barnard, Thell Woods, Clare Annen, Ken Peregón, Julie Rogers, Ruth Blake, Matthew VanDyk, Art Hoekstra
Absent: Larry Baumgart, Katrina Schuur
Ex-officio: George Cochran, Kalamazoo Township
Staff Support: Lotta Jarnefelt, David Artley, Jeff Hawkins (consultant)
Recording Secretary: Tracy Free
Guests for presentations: Portage - Chris Forth, City of Portage and Developer Gordon Groves. DKI – Ken Nacci, CEO DKI: James Dally, CEO of Mavcon; Steve Diesler, DKI; and Steve Sielatychi, Attorney for Mavcon.

- I. Meeting called to order – by Chair Mr. Woods at 4:04 PM
- II. Staff Report None to report.
- III. Officer Election – Chair, Vice Chair and Secretary-Treasurer.
Clare Annen made a motion to elect Thell Woods as Chair, Julie Rogers as Vice Chair, and Clare Annen as Secretary-Treasurer. Ken Peregón seconded the motion. The motion carried unanimously 9-0 vote.
- IV. “Policies/Procedures” – Overview of Handout
 - 1) Citizens Time-
 - a) 4 minutes per person
 - b) It is a time for the public citizen to say what they want to say
 - 2) Consent Agenda
 - a) Items that come before a body that require no debate and are generally approved without opposition.
 - 3) Attendance
 - a) Members are to be on time and present at all meetings
 - b) Members should advise staff in advance is going to be absent
 - 4) Chair / Vice Chair
 - a) The Chair of the EDC will serve as Vice Chair of the BRA
 - b) The Chair of the BRA will serve as Vice Chair of the EDC
 - 5) Executive Committee
 - a) Is a standing committee of the EDC/BRA
 - b) Committee consists of the Chair of the EDC and the Chair of the BRA plus 3 other members of the EDC/BRA with an alternate member to attend in the absence of any of the first five noted.
 - c) Meeting will be during the 2nd week of the month.

- d) Purpose of Committee
 - 1. Setting the meeting agendas for EDC and BRA
 - 2. Agreeing on the Consent Agendas
 - 3. Serve as a sounding board for the EDC/BRA staff
 - 4. Considering items on behalf of the BRA/EDC in between meetings and other activities
 - 5. Initial Activity will be to create an orientation packet for new members of EDC/BRA and to mentor new members.
- 6) Finance and Projects Committee
 - a) Will meet the first week of the month (May not meet every month)
 - b) The purpose of the committee is vetting of new concepts or activities, review BRA/EDC finances as is necessary including invoices, reviewing funding/ assessment requests, performing such work as the Technical Committee did in 2007/2008
- 7) Media PR Committee
 - a) Has a new Chair
 - b) Will meet as necessary
 - c) Purpose is to promote knowledge and understanding of the BRA and EDC.
- 8) Members of the Executive Committee, Finance and Projects Committee, PR Media Committee:
 - a) Executive Committee: BRA Chair, EDC Chair, Marc Hatton, Matt VanDyk, Ruth Blake & staff
 - b) Finance and Projects Committee: (One of the) Chairs, Clare Annen, Ken Peregon, Larry Baumgart, and Rob Barnard & staff
 - c) Alternative for both Committees: Katrina Schuur
 - d) PR Media Committee: Katrina Schuur, Chair, vacant, vacant & staff

Policies and Procedures acceptance: Julie Rogers made a motion to accept the Policies and Procedures. Marc Hatton seconded the motion. The motion carried unanimously 9-0 vote.

- V. Standing Committees –
 - A. Executive Committee / Meet in 2nd week of the month
 - B. Finance and Projects Committee/ Meet in 1st week of the month - David
- VI. Board Member Comments
 - A. Call alternate if you miss meetings
- VII. Citizens Comments
- VIII. Adjournment: Thell Woods made a motion to adjourn the meeting at 4:20. Robert Barnard seconded the motion. Passed unanimously.

KALAMAZOO COUNTY ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

MEETING DATE: Thursday, April 23, 2009
PLACE OF MEETING: County Administration Building
MINUTES

Present were: Marc Hatton, Robert Barnard, Thell Woods, Clare Annen, Ken Peregon, Julie Rogers, Ruth Blake, Matthew VanDyk, Art Hoekstra
Absent: Larry Baumgart, Katrina Schuur
Ex-officio: George Cochran, Kalamazoo Township
Staff Support: Lotta Jarnefelt, David Artley, Jeff Hawkins (consultant)
Recording Secretary: Tracy Free
Guests for presentations: Portage – Chris Forth, City of Portage and Developer Gordon Groves. DKI – Ken Nacci, CEO DKI; James Dally, CEO of Mavcon; Steve Diesler, DKI; and Steve Sielatycki, Attorney for Mavcon.

- I. Meeting called to order – by Chair Mr. Woods at 4:20 pm
- II. Approval of Minutes: Clare Annen made a motion to approve the March 26, 2009 minutes. Ken Peregon seconded the motion. The vote was unanimous 9-0.
- III. Citizens Comments
None to report.
- IV. Staff Report
None to Report
- V. Economic Development Fund Program (EDFP)
Portage Creek Landings – City Centre
 - A. Location
 1. Near the intersection of Shaver Road and West Centre Avenue
 2. Separate buildings with significant open space and other amenities – retail, office space and dining opportunities and residential loft apartments
 - B. Four Phases
 1. Phase One is complete including Walgreen's store at corner of West Centre and Shaver road
 2. Phase Two is underway and includes a new branch office for Huntington Bank and several public infrastructure improvements including drives, underground utilities, site lighting, among others.
 3. Phase Three will be to relocate the drainage ditch and enclose it; cost being \$67,110. The project requires review and approval by the Michigan Department of Environmental Quality (MDEQ). PCL Curits submitted an application and fee to the MDEQ. MDEQ will issue the permit within 30-90 days following the September 25, 2008 public hearing.
 4. Phase Four, if approved, by the Kalamazoo County Board of

Commissioners, construction work would begin within 30 days depending on weather conditions.

C. Cost of Project

1. PCL Curtis, LLC

- a. Spent - \$17,500 to date including the MDEQ permit application and civil engineering fees.
- b. Will be responsible for any cost overrun.

2. City of Portage

- a. Invested more than 1 million in public infrastructure projects to improve traffic flow and safety within the Shaver Road and West Centre Avenue intersection
- b. Installed a storm water treatment device to remove contaminants from the storm water flowing through the drain before the storm water discharges into the Portage Creek
- c. City of Portage will fund all costs to maintain the sediment basin, pipe and appurtenances in perpetuity after installation is complete.
- d. Funding denied by City of Portage for costs associated to relocate/enclose the drainage ditch.

D. Why this project is important to the County or Government

1. The Portage City Centre is the geographic area that best serves as the "identifying" center and "heart" of the City of Portage
2. It will provide shopping, office, dining and residential opportunities for both Portage and Kalamazoo County residents/visitors alike
3. New jobs and/or retention of existing jobs. (Estimation of 275 new jobs.)
4. Enclosing the drain and constructing a sediment basin will substantially reduce the amount of sediment deposited into the Portage Creek from the drain
5. The design of the drain together with the type of vegetation will help to further filter contaminants from the water.
6. Will strengthen the tax base and increase job opportunities in Portage and Kalamazoo County.

VI. Economic Development Fund Program (EDFP)
DKI/Kalamazoo

A. General Description

1. Renovating of four historic buildings in downtown Kalamazoo.

B. Location

1. 105-129 East Michigan Avenue, Kalamazoo, Michigan.

C. Timeline for the project

1. Three to Four months.

D. Total Development Expenses \$4,299,373.00

E. Reasons why this project is important to the County / Unit Of Government.

1. Save the historical Structures

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2. Provide an increased tax base for the City of Kalamazoo
3. Provide desired retail space for new business
4. Create jobs for downtown Kalamazoo:
 - a. Will generate 40,000 man hours at \$32.00 /hour average rate pay.
 - b. The first floor retail would generate 72 employees at \$10.00 hour average pay
5. Assist in employee retention with high-quality HUD rate and market rate rental apartments for downtown employees
6. Create a glasship LEED certified building to debut the green movement in downtown Kalamazoo
7. Remove the blight of the building from the streetscape
8. Remove the safety hazarded in the building adjacent property to owners and pedestrians.

VII. Discussion and Recommendation on Portage Request action

Robert Barnard made a motion as follows: "I move that the EDC recommend to the County Board of Commissioners that it consider and approve a grant award in the amount of \$40,000 for the Portage Economic Development project with C.L. Curtis at the Northwest corner of Shaver and Centre Streets. The project is specifically the changing of the course and the covering of the Portage City Creek. The grant is contingent on completion of the infrastructure as presented to the EDC on April 23, 2009."

Clare Annen seconded the motion.
The motion carried unanimously.

VIII. Discussion and Recommendation on DKI/ Kalamazoo Request action

Robert Barnard made a motion as follows: "I move that the EDC recommend to the County Board of Commissioners that it consider and approve a grant award in the amount of \$100,000 for the DKI 100 Block Michigan Avenue project with Mavcon in the 100 Block Michigan Avenue of Downtown Kalamazoo. The project involves renovation and rehabilitation of four building and the creation of 20 new residential units on the 2nd and 3rd floors. The grant is contingent upon completion of the work as presented on April 23, 2009 to the EDC."

Julie Rogers seconded the motion.
The motion carried unanimously.

IX. Event – Economic Development. Education. Employment

- A. Date of Event: Friday, May 1, 2009 from 8am to 11:30
- B. Location: Radisson Plaza Hotel
- C. Guest Speakers: Ron Kitchens, Chief Executive Officer of Southwest Michigan First, Ron Fuller, Superintendent of KRESA and Bob Straits, director of the Upjohn Institute

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X. Other – None

XI. Board Member Comments - None

XII. Adjournment - Motion offered by Annen; supported by Hatton; passed unanimously at 5:38.

Next Meeting is Thursday, May 28, 2009 @ 4:00 pm in Room 207A.

PLEASE CALL 384-8304 OR EMAIL DPARTL@KALCOUNTY.COM IF YOU ARE UNABLE TO ATTEND THE MEETING. IT IS IMPORTANT THAT WE HAVE A QUORUM. Thank You!



Economic Development. Education. Employment.

EVALUATION OF SESSION – 5/1/09

There were 44 attendees not counting staff or presenters. 34 of those present chose to fill out the evaluation forms. Some offered comments in sections that did not have a comment section; in this case, the comments appear in this summary where they “fell”. Everyone went through the evaluation, and a surprising number offered their names and over a third offered to help plan.

100% found the sessions of value and said they would return. Logistics overall worked for most people. There are some really good insights and many possibilities for the future. There are “gold nuggets” to be mined. Not everyone answered all the questions. All comments and stats are highlighted in blue.

DPA 5/7/09

- | | | |
|--|------|-----|
| 1) TODAY’S SESSION WAS VALUABLE TO ME? | Y-34 | N-0 |
| 2) I WOULD ATTEND ANOTHER SIMILAR EVENT? | Y-34 | N-0 |

a. If NO, why not? _____ (none) _____

3) PARTS THAT WORKED FOR ME?

- 22 Food - “Coffee ran out: unacceptable ☺
- 32 Location
- 34 Keynote Speaker - Ron is always a good and engaging speaker
- 30 Panel Discussion
- 28 Q&A

Comments offered:

- 1) Networking was invaluable
- 2) Observation – all the presenters were white males

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4) I WANT MORE INFORMATION ON:

15 Economic Development

16 Education

13 Employment

Comments offered:

- 1) OPPORTUNITIES for greater coordinated efforts
- 2) Have to tie these community elements (together) to achieve common goals

5) I WANT TO HELP MOLD THE NEXT SESSION

Y-16

N-5

21 Number of persons who signed the form and gave contact info

Names of 16 persons who said "yes" to this question, "wanting to help mold the next session" (in no particular order): Jeff Sorenson – Cooper, Don Ulsh – Schoolcraft, Jen Isley – Goodwill, Joanna I. Johnson – KCRC, Dennis Berebile – Consumers Energy & KCRC, Sandy Standish – Comstock PS, Ken Collard – City of Kalamazoo, Barb Miller – City Commission Kalamazoo, Ed Sackley - City of Portage/ Upton's Office, Jeff Hawkins – Envirologic Technologies, Deb Buchholtz-Hiemstra – CBOC, Mike Quinn – CBOC, Brian Johnson – CBOC, Nasim Ansari – CBOC, Ann Nieuwenhuis – CBOC, and Julie Rogers – BRA/EDC. (And I sense a couple of the other School Superintendents might have an interest who attended if asked)

6) THE NEXT SESSION SHOULD INCLUDE: (in no order of priority)

There are many similar ideas and some perhaps beyond our reach.

- County government
- Brownfield redevelopment and green infrastructure
- More industrial and business people – they need to hear these messages
- Higher education perspective
- Additional time on "talent" issues and retention moving from good to great/ how do we get there on these that we identify as issues
- Educational gap
- Prosperity formula – suggest Mark Wycoff from MSU Land Policy Institution
- Green infrastructure – define and look at incentives for business
- Statewide Criminal Justice Presentation

- **Action Planning in overcoming those issues that keep us from moving forward (example – Michigan Merit Curriculum)**
- **Youth retention options – how do we keep young talent**
- **Infrastructure availability – today and tomorrow**
- **Social services to all who need it (them)**
- **Opportunities to be creative in Lansing – get the laws changed that don't serve us changed/ constitutional convention**
- **Self evaluation (at least qualitative) of critical community systems/ organizations**
- **We need to move past discussion and develop a plan specifically to address the educational challenges this community faces/ We have a growing population of students who are from home environments that are struggling/ This needs to be addressed and it requires the joint effort of all constituents**
- **SBA, maybe**
- **WMU, K College and KVCC**
- **Maybe community media/PR – how do we get work out? (Remember that at least on the first event, we chose not to promote publicly)
Concept of getting citizens involved/ Involve Chamber of Commerce more/ Could have legislative panel later**

Odds and Ends General Comments:

- **This is one of the best programs I've attended – Keep it up**
- **Good pilot – more focus on timing (agenda) is needed**
- **Handouts appreciated**
- **I want to see us continue to build on each of these topics (as) our pillars of prosperity**