

**KALAMAZOO COUNTY ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS MEETING**

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**MEETING DATE:** Thursday, October 25, 2012  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, 207a  
**TIME:** After BRA Meeting which starts at 4:00 PM

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***AGENDA***

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1. Call to Order
2. Members Excused
3. Approval of the Agenda
4. Approval of Minutes
  - a. EDC Minutes of July 26, 2012
5. Citizens Comments (4 minutes each / Please state name and address)
6. Discussion and/or Action Calendar: ~ Packets are available before the meeting
  - a. Election of officers due to resignation of Larry Baumgart
7. Reports: Staff and Committees
  - a. Suspension of EDFP
8. Other
9. Board Member Comments
10. Adjournment

***Next Meeting: 4<sup>th</sup> Thursday – January 24, 2012***

PLEASE CALL 384-8112 OR EMAIL LAADAM@KALCOUNTY.COM  
IF YOU ARE UNABLE TO ATTEND THE MEETING

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KALAMAZOO COUNTY ECONOMIC DEVELOPMENT CORPORATION  
Board of Directors Meeting  
**MINUTES**

**MEETING DATE:** Thursday, July 26, 2012 following the BRA meeting at 4:00 p.m.

**PLACE OF MEETING:** Room 207A, County Administration Building

Present: Clare Annen, Brandt Iden, Kenneth Peregon, Julie Rogers, Thell Woods, Ruth Blake,  
Matthew Van Dyk

Members Excused: Larry Baumgart, Joe Agostinelli, Anne Summerfield, Andy Wenzel

Kalamazoo Township: George Cochran

Guests: Connie Ferguson

Staff: Lee Adams, Lotta Jarnefelt, Jeff Hawkins - Envirologic

Recording Secretary: Zeña Vos

1. CALL TO ORDER: The meeting was called to order at 4:49 p.m. by Vice Chair Woods.
2. MEMBERS EXCUSED: Larry Baumgart, Joe Agostinelli, Anne Summerfield
3. APPROVAL OF AGENDA: Iden moved and Rogers seconded approval of the agenda.  
Motion Carried.
4. APPROVAL OF MINUTES: Van Dyk correction: item #7 should be removed and reorder the numbering. Van Dyk moved and Rogers seconded the approval of the April 26, 2012 regular meeting minutes.
5. CITIZENS COMMENTS: None
6. DISCUSSION and/or ACTION CALENDAR:
  - a. Future activities of the EDC
    - i. Woods: asked the board members to review the powers of an EDC. Are there powers the EDC can evoke to further accomplish its mission? The EDC should have a further meeting on what it plans to do.
    - ii. Rogers expressed frustration that the structure of the review process limits the communication between the EDFP subcommittee and the Board. The EDC Chair and/or vice chair should attend the Board of Commissioners meeting when EDC topics are discussed to demonstrate that the EDC is still engage. Rogers was present towards the end of the previous COW meeting.
    - iii. Jarnefelt: EDFP meets only as needed
      1. Agostinelli attended one of the Hark Orchid meetings but unable to attend the second meeting.
      2. Rogers interjected: we need to send another representative if Agostinelli can't make a meeting.
      3. Agostinelli miss the meeting because an urgent matter came up at the last minute.
      4. The economic development part of the County is designated to Southwest Michigan First (SMF). Adams and/or Jarnefelt have attended meetings that are organized by (SMF).

5. Communication between EDC, EDFP, and Board of Commissioners has room for improvement.
- iv. Paragon: If Agostinelli is unable to attend the EDFP meeting, the EDC needs to send an alternate.

**Motion to elect Van Dyk as alternate to the EDFP Committee if Agostinelli is not available for a meeting made by Rogers and seconded by Paragon. Motion carried.**

7. Reports: Staff and Committees

a. EDFP

i. Hark Orchid – Adams report on Hark Orchid status:

1. Adams presented the Hark Orchid application for a \$250,000 forgivable loan at the COW meeting. The loan will not be issued until they have their certificate of occupancy.
2. Hark has to create at least 50 jobs to have part of the loan forgiven. The entire loan will be forgiven if Hark creates 80 jobs within three years of beginning operations.
3. County Board will vote on the application on August 8<sup>th</sup>.
4. The application was approved by the EDFP committee.
5. Rogers interjected: it would have been good if EDFP committee members were present at the COW meeting to support the presentation by Adams on this project. Members agreed.

ii. Portage Brewing Company – Jarnefelt: EDFP was contacted regarding this project last fall. It is located at the NW corner of Center St and Portage Rd in Portage.

1. The developer provided an application for a \$250,000 loan to support the building of brew pub and beer distribution facility.
2. The application was reviewed by the EDPF committee and the committee is in support of the project. Full support of the application is pending due to zoning, easement, and sewer issues.
3. Adams: Financial terms of loan were not discussed.
4. Jarnefelt: Talked with the developer about the option of using brownfield assessment funds for their site. They have already commissioned a phase one site assessment. Jarnefelt will check with the developer to find out the results of the phase one site assessment. Discussions with Portage Planning staff regarding general cooperation revealed that Portage staff may not be opposed to allowing this site in the KCBRA brownfield plan.

iii. We need to make sure that there is alternate to the EDFP if our representative is not available

8. Other: None

9. Board Member Comments: None

10. Adjournment

**Next Meeting: 4<sup>th</sup> Thursday – October 25, 2012**

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