

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

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**MEETING DATE:** Thursday, April 28, 2021  
**PLACE OF MEETING:** Electronic meeting via Zoom  
**TIME:** After BRA Regular and Annual Meetings

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**ANNUAL MEETING MINUTES**

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**Present:** Ken Peregon, Gary Barton, Christopher Carew, Connie Ferguson, Travis Grimwood, Habib Mandwee, Jodi Milks, Andy Wenzel,

**Members Excused:** Zach Baur and Jodi Milks

**Staff:** Lotta Jarnefelt, Rachael Grover

**Recording Secretary:** Rachael Grover

**Community:** 2

1. Chair Wenzel called the electronic meeting to Order at **5:40 p.m.** and noted that the meeting is being recorded.

**Attendance Roll - Directors Present and location of Remote Attendance:**

Peregon – City of Kalamazoo, Kalamazoo County, Michigan

Barton – City of Mattawan, Kalamazoo County, Michigan

Carew – City of Kalamazoo, Kalamazoo County, Michigan

Ferguson – City of Kalamazoo, Kalamazoo County, Michigan

Grimwood – Kalamazoo County, Michigan

Mandwee – City of Kalamazoo, Kalamazoo County, Michigan

Wang – City of Portage, Kalamazoo County, Michigan

Wenzel – City of Kalamazoo, Kalamazoo County, Michigan

2. **Members Excused:** Zach Baur and Jodi Milks are excused, there is one (1) vacancy

3. **Approval of the Agenda:**

**Chair Wenzel** provided a brief description of what the EDC does, as an introduction to the new members on the board, and why the county keeps the EDC active. Staff member Grover reminds the group that Chair Wenzel is a representative to the Michigan Economic Development Corporations annual meetings.

**Peregon moves to approve item 3, the Agenda, Barton supports. None opposed.**

4. **Approval of Minutes:** Carew motioned to approve the minutes as presented, and Mandwee seconded the approval of the EDC Annual meeting minutes of May 28, 2020. **None opposed.**

5. **Public Comments:** None

6. **Election of Officers** – To serve through April 28, 2022

**It was noted that on the Agenda the date of April 22, 2022 was listed the date should be modified to read as April 28, 2022.**

**a. Slate**

i. Chair – Andy Wenzel

ii. Vice Chair – Ken Peregon

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- iii. Secretary – Christopher Carew
- iv. Treasurer – Gary Barton

**Grimwood moves the nomination of the slate, Wang supports.**

- b. **Other nominations** - Any seat with more than one nomination will call for a secret ballot  
Chair Wenzel asked for any additional nominations.

**No additional nominations were made.**

- c. **Close nominations**

**Ferguson moves to close nominations and cast a ballot for the slate as presented, Wang supports. Motion passes with 8 yes, none opposed.**

**7. Discussion and/or Action Calendar**

- a. **Discussion/Action:** Approve Meeting Calendar for 2022

**Grimwood motions to approve item 7, the calendar for 2022, Peregong supports. None opposed.**

**8. Staff Update**

**9. Other**

**10. Board Member Comments**

**Chair Wenzel** updated the board on their attendance of the MEDC Annual Partnership Meeting, where they updated the attendees with current activities of the EDC, and the EDC's efforts in supporting the KCBRA and Kalamazoo County.

**Director Carew** reminded the board of previous discussion within subcommittee of having an official motion to specify the Secretary and Treasurer roles are referred to BRA and County staff.

**Carew moves to defer the duties of the treasurer and secretary to Kalamazoo County BRA staff and County Accounting staff as appropriate, Peregong supports. None opposed.**

**Lotta Jarnefelt, Director of Planning and Development,** updated the board that BRA staff attends the EDC Partners meetings, which is composed of all representatives of the different EDC organizations in Southwest Michigan region 8. Those meetings are hosted by Southwest Michigan First, which have been valuable for providing staff with regional updates and activities.

**Staff Member Grover** reminded the board that they could use Southwest Michigan first as a contact to provide updates and information about the activities of the EDC of Kalamazoo County.

- 11. Adjournment Peregong moves to adjourn at 6:00 p.m., Grimwood supports. None opposed.**

**Next Meeting: April 28, 2022**

PLEASE CALL 384-8305 OR EMAIL RAGROV@KALCOUNTY.COM  
IF YOU ARE UNABLE TO ATTEND THE MEETING

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

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**MEETING DATE:** Thursday, July 22, 2021  
**PLACE OF MEETING:** Electronic Meeting via Zoom  
**TIME:** 3:00 PM – Immediately before the BRA

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***MINUTES – Special Meeting***

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**Present:** Andy Wenzel, Chris Carew, Connie Ferguson, Gary Barton, Habib Mandwee, Jodi Milks, Ken Peregou, Wei Wang

**Members Excused:** Travis Grimwood

**Kalamazoo Township:** Sherine Miller

**Staff:** Rachael Grover, Macy Rose Walters

**Consultant:** Jeff Hawkins

**Recording Secretary:** Macy Rose Walters

**Community:** 0

1. **Chair Wenzel called the electronic meeting to Order at 3:06 p.m. and noted that the meeting is being recorded.**

Attendance Roll - Directors Present and location of Remote Attendance:

Wenzel – City of Kalamazoo, Kalamazoo County, Michigan  
Carew – City of Kalamazoo, Kalamazoo County, Michigan  
Ferguson – City of Kalamazoo, Kalamazoo County, Michigan  
Mandwee – City of Kalamazoo, Kalamazoo County, Michigan  
Milks – City of Portage, Kalamazoo County, Michigan  
Wang – City of Portage, Kalamazoo County, Michigan  
Peregou – City of Kalamazoo, Kalamazoo County, Michigan  
Barton – Kalamazoo County, Michigan

2. Members Excused: Travis Grimwood, 2 vacancies on the board

**Coleman and Bauer have resigned, currently no county commission voting liaison.**

3. Approval of the Agenda: **Peregou motioned and Milks seconded the approval of the agenda. Agenda is approved and accepted, none opposed.**
  4. Approval of Minutes: Minutes of April 28, 2021, Annual Meeting to be available the next meeting.
  5. Citizens Comments: **none**
  6. Discussion/Action Calendar:
    - i. Bylaws  
Changes to the bylaws include:
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A reduction of board members, due to state statute, and the addition of language referencing the new legislation. To reduce the number of board members currently in office, County legal counsel recommends the reduction of nine through willing resignation or term expiration.

The addition of an ordinance from 1977 regarding the creation of the EDC.

The delineation of time was removed from the Annual Meeting time. Language to read the fourth Thursday in April, with the option to move the date to when the board can meet.

Public meeting information was changed to allow for remote or in person meetings, to comply with the Open Meetings Act.

An item regarding the duties performed by municipality assistance was changed to reflect current practices, referenced positions have previously been filled by the BRA staff that serves the board.

The EDC legislation from 1974, states that you can add language referencing a director serving as an officer employee of the county of Kalamazoo (public official) will have the term of the board of directors expire with the expiration of service as a public official.

**Fergusson moved to approve the bylaws as presented, and to recommend sending approval to the Board of Commissioners, contingent upon adding the ordinance numbers of 1977, Wang seconded. Motion carried with 8 Yes votes.**

**Peregon moves to authorize Chair Wenzel to coauthor a letter of communication from the EDC and KCBRA boards, summarizing the changes and why, to be presented along with the bylaws to the Board of Commissioners, Wang seconded. Motion carried with 8 Yes.**

7. Other

8. Board Member Comments

**Fergusson moves to adjourn, none opposed.**

9. Adjournment at 3:28 p.m.

***Next meeting - Annual meeting on April 28, 2022.***

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IF YOU ARE UNABLE TO ATTEND THE MEETING

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

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**MEETING DATE:** Thursday, December 16, 2021  
**PLACE OF MEETING:** Electronic Meeting via Zoom  
**TIME:** 3:00 PM – Immediately before the KCBRA

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***MINUTES – Special Meeting***

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**Present:** Andy Wenzel, Chris Carew, Connie Ferguson, Jared Lutz, Ken Peregon, Wei Wang

**Members Excused:** Gary Barton, Jodi Milks, Dale Shugars

**Kalamazoo Township:** Steven Leuty & Sherine Miller

**Oshtemo Township:** Iris Lubbert

**Staff:** Rachael Grover, Macy Rose Walters

**Consultant:** Jeff Hawkins, Envirollogic

**Recording Secretary:** Macy Rose Walters

**County Commissioners:** Monteze Morales (Alternate, non-voting)

**Community:** 1

1. Call to Order: **Chair Wenzel called the electronic meeting to Order at 3:05 p.m. and noted that the meeting is being recorded.**
2. Attendance Roll: Directors Present and location of Remote Attendance:  
Wenzel – City of Kalamazoo, Kalamazoo County, Michigan  
Carew – City of Kalamazoo, Kalamazoo County, Michigan  
Ferguson – City of Kalamazoo, Kalamazoo County, Michigan  
Wang – City of Portage, Kalamazoo County, Michigan  
Peregon – City of Kalamazoo, Kalamazoo County, Michigan  
Lutz – City of New York, New York  
  
Members Absent: **Gary Barton, Jodi Milks, and Dale Shugars were excused.** Six voting members of nine Board of Directors present, there are two vacancies.
3. Approval of the Agenda: **Peregon motioned to approve item 3, the Agenda, and Wang seconded. None opposed, motion carried.**
4. Approval of Minutes: **April 22, 2021 Annual Meeting and July 22, 2021 Special Meeting, available at next meeting.**
5. Public Comments: **none**
6. Discussion/Action Calendar:
  - a. **Discussion/Action:** Bylaws

Staff presented the suggested changes from County Legal Counsel, the changes included pronoun corrections, various grammatical errors, clarification on voting processes.

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The board discussed the comment left by County Legal Counsel that asks about meetings out of state, these meetings are for Economic Development Corporation exceptions for projects that may that them out of state.

**Peregon motions to approve the bylaws as presented, Lutz seconded. Motion Carried with 6 Yes, none opposed.**

7. Other: **Staff updated the board on Kalamazoo's PACE program for JBS Packaging.**
8. Board Member Comments:
9. Adjournment: **3:27 p.m.**

*Next meeting - Annual meeting on April 28, 2022.*

PLEASE CALL 384-8305 OR EMAIL [MRWALT@KALCOUNTY.COM](mailto:MRWALT@KALCOUNTY.COM)  
IF YOU ARE UNABLE TO ATTEND THE MEETING

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

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**MEETING DATE:** Thursday, February 24, 2022  
**PLACE OF MEETING:** Electronic Meeting via Zoom  
**TIME:** 3:00 PM – Immediately before the KCBRA

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***DRAFT MINUTES – Special Meeting***

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**Present:** Chris Carew, Connie Ferguson, Jared Lutz, Dale Shugars, Wei Wang, Andy Wenzel

**Members Excused:** Gary Barton, Jodi Milks, Kenneth Peregon

**Kalamazoo Township:** Sherine Miller

**Oshtemo Township:** None

**Staff:** Rachael Grover, Macy Rose Walters

**Consultant:** Jeff Hawkins, Envirollogic

**Recording Secretary:** Macy Rose Walters

**County Commissioners:** Dale Shugars

**Community:** 1

1. Call to Order **Chair Wenzel called the meeting to Order at 3:10 p.m. and noted that the meeting is being recorded.**
2. Attendance and Members Absent  
**Gary Barton, Jodi Milks, and Kenneth Peregon were excused.** Six voting members of nine Board of Directors present, there are two vacancies
3. Approval of the Agenda **Ferguson motioned to approve item 3, and Lutz seconded. None opposed, motion carried.**
4. Approval of Minutes **April 22, 2021 Annual Meeting, July 22, 2021 Special Meeting, and December 16<sup>th</sup> Special Meeting minutes available at next meeting.**
5. Public Comments: **none**
6. Discussion/Action Calendar:
  - a. **Discussion/Action:** Bylaws

Staff presented the suggested changes from Kalamazoo County Legal Counsel, the changes included various grammatical errors and changing the reference of the EDC throughout the document to the “Corporation” for consistency.

**Carew motioned to approve the bylaws as presented, Ferguson seconded. Motion Carried with 6 Yes, none opposed.**

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7. Other **None**

8. Board Member Comments **None**

9. Adjournment **Wang motioned to adjourn, none opposed. Meeting adjourned at 3:18 p.m.**

*Next meeting - Annual meeting on April 28, 2022.*

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