

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
FEBRUARY 8, 2018**

Chairperson, Michelle Mohney called the regular meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:00 P.M. at the KABA offices, 2322 Nazareth Road.

Present: Michelle Mohney, Chairperson / Representative from Comstock Township
Sherine Miller, Treasurer / Representative from Kalamazoo Township
Jon Schurr, Secretary / Kalamazoo Resident Member
Denise Barrons, At-Large Board Member
Chester Emmons, Representative from City of Parchment
Scott Turner, Comstock Resident Member
Eric Cronin, Parchment Resident Member

Also present were Building Official, Mike Alwine; KABA Attorney, Robb Krueger and Office Coordinator/ Recording Secretary, Penny Cassidy.

Approval of Agenda – Mr. Cronin requested to add 'Update regarding Potential New Members' as item (d) under Operational Decisions. Mr. Alwine requested to add 'Permit List (Jan)' as item (d) under Financial Statements and Reports. A motion was made by Mr. Schurr to approve the agenda as amended, seconded by Ms. Barrons and carried with a vote of 7-0.

Approval of Consent Agenda – A motion was made by Ms. Miller to approve the consent agenda, seconded by Mr. Cronin and carried with a vote of 7-0.

Citizen Comments – There were no citizen comments.

Demolition Waiver Policy – Mr. Alwine presented the Demolition Guarantee/Bond Waiver and Indemnification Agreement and an additional paragraph/section for Waiver of Guarantee/Bond to amend the Kalamazoo Area Building Authority Demolition Policy. Mr. Cronin motioned to approve the changes to the Demolition Policy as presented and to authorize Mr. Alwine and Mr. Krueger to determine the Bond Beneficiary, seconded by Ms. Mohney and carried with a vote 7-0.

2017 Budget Re-allocation – Ms. Mohney suggested a possibility of no re-allocations may be made after fiscal year end and to contact KABA's CPA for further direction.

Marketing Presentation – A printout of the Marketing Presentation was distributed to the board members for those who have not viewed the presentation. Ms. Mohney complimented Ms. Barrons on the amazing job she has done with the creation of the presentation.

Update on Potential New Members – Almena Township submitted a New Member Application. The Municipality Boards for Comstock Township and City of Parchment have approved the request, with Kalamazoo Township voting on Monday Feb 12th. The Board discussed possible contractual services on a temporary/short-term basis. Ms. Mohney motioned to authorize Mr. Alwine and Mr. Krueger to pursue possible contractual ideas related to KABA providing services for townships or municipalities that are non-members of KABA and review at the March 8th Board Meeting, seconded Mr. Cronin and carried with a vote 7-0.

Financial Statements and Reports – There were no comments.

KABA Board Member Comments – Ms. Mohney reiterated thanks to the three individuals (Mr. Alwine, Ms. Barrons and Mr. Cronin) that attended Almena Township's Board Meeting in January.

Ms. Miller is looking forward to the Kalamazoo Township Board Meeting on next Monday (Feb 12th) and on approving the new member application from Almena Township

KABA Staff Comments – Mr. Alwine commented on the Permit List Reports as representing all Building, Trade and Property Maintenance permits for the month of January, showing more detail of all the permits issued. He offered information of understanding for those board members who are not familiar with the Property Maintenance Permits/Inspections. Mr. Krueger complimented Ms. Barrons, as like the former At-Large Board Member, she is doing a fine job. He also complimented the Resident Board Members for contributing much to the KABA Board.

There was no further business and the meeting was adjourned at approximately 3:10 PM.

Next Meeting – March 8, 2018 at 2:00pm at the KABA Offices.

Drafted: February 13, 2018

Approved: March 8, 2018