

**MINUTES OF THE REGULAR MEETING OF THE  
KALAMAZOO AREA BUILDING AUTHORITY  
KALAMAZOO, MI  
July 11, 2019**

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  
Scott Hess, Representative from Pine Grove Township  
Paul Foust, Alternate Representative from Richland Township  
Denise Barrons, At Large Ex-Officio Board Member

Absent: Chester Emmons, Secretary / Representative from City of Parchment

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

**Approval of Agenda** – A motion was made by Ms. Miller to approve the agenda as presented, seconded by Mr. Hess, and carried with a vote of 4-0.

**Approval of Consent Agenda** – A motion was made by Ms. Miller to approve the consent agenda as presented, seconded by Ms. Mohney, and carried with a vote of 4-0.

**Citizen Comments** – There were no citizen comments.

**KABA Office Purchase (update)** – Mr. Alwine disclosed he has conveyed with the landlord in regards to written extension on the lease, which the landlord's attorney is processing.

**By Laws (update)** – Mr. Alwine noted there have been no corrections made to the By Laws at this time.

**Board of Appeals Procedure (update)** – A handout of KABA Construction Board of Appeals Procedures for Creation and Appeals was presented to the Board Members. After review and discussion, no changes were requested. Mr. Foust motioned to approve the KABA Board of Appeals Procedure as presented, seconded by Mr. Hess and carried with a vote of 4-0.

**Financial Statements and Reports** – Ms. Barrons inquired on the large deposit within the Mercantile account; Mr. Alwine provided an explanation of the deposit to the Board.

**KABA Board Member Comments** – Ms. Barrons commended KABA on the financial reports progressing in the positive aspect.

**KABA Staff Comments** – Mr. Alwine provided an update of the upcoming commercial projects.

There was no further business and the meeting was adjourned at approximately 2:25 PM.

Next Meeting: August 8, 2019 at 2:00pm at the KABA Offices.

Drafted: July 16, 2019  
Approved: August 8, 2019