

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
November 21, 2023**

Chairperson, Randy Thompson 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: Randy Thompson, Chairperson / Representative from Comstock Township
Steve Leuty, Treasurer / Representative from Kalamazoo Township
Don Smith / Representative from Pine Grove Township
Lysanne Harma, Secretary / Representative from Richland Township
Kim Lewis / Representative from Village of Richland
Vik Bawa / At-Large Board Member

Absent: Robin Madaras / Representative from City of Parchment

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

Approval of Agenda – A motion was made by Lewis to approve the agenda as presented, seconded by Harma, and motion carried.

Approval of Consent Agenda – A motion was made by Leuty to approve the Consent Agenda as presented, seconded by Lewis, and motion carried.

Citizen Comments – There were no citizens in attendance.

Business –

5. a. Re-appoint At-Large Board Member (2-yr /Term) – Lewis motioned to re-appoint Bawa for another 2-year term as At-Large Board Member, seconded by Harma, and carried with a vote 5-0 and 1 abstained.

5. b. 2024 Board Meeting Schedule – Harma motioned to approve the Public Board Meeting schedule for 2024 dates as presented, seconded by Smith, and carried with a vote 6-0. Leuty suggested adding an ADA clause to the notice of meetings.

5. c. 2024 Holiday Schedule (Discussion) – After brief discussion commenced, Harma motioned to increase the Holiday Schedule Policy (Appendix A) with (1) additional floating holiday, seconded by Leuty, and carried with a vote 6-0.

Board Member Comments – Bawa thanked the Board Members for his re-appointment term. Lewis announced the Village of Richland and Richland Township has a wassailing event scheduled on the first Thursday of December at the town Square, and everyone is invited. Thompson announced the Comstock Township will be hosting an open house of the new township offices on December 13th from 4-6pm.

Staff Member Comments – Alwine provided an update of the progress for the Building and I.T. Improvements; and record-breaking numbers in permits/inspections year-to-date.

There was no further business. The meeting was adjourned at approximately 2:25 P.M.

Drafted: November 27, 2023

Approved: December 19, 2023