

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
January 16, 2024**

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
Justin Mendoza / Representative from City of Parchment
Lysanne Harma, Secretary / Representative from Richland Township
Gail Koporetz / Alternate Representative from Village of Richland
Vik Bawa / At-Large Board Member

Absent: Don Smith / Representative from Pine Grove Township

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

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

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

Citizen Comments – There were no citizens in attendance.

Business –

5. a. Conflict of Interest (Annual) - The Conflict-of-Interest Policy is an annual function of the KABA Board. All KABA Board Members and their alternates are required to sign the acknowledgment of receipt for the policy.

5. b. Engagement Letter from KABA Legal Counsel – Harma motioned to approve the Engagement Letter from Kreis, Enderle, Hudgins & Borsos for 2024 and authorized Alwine to sign and submit, seconded by Koporetz, and carried with a vote 6-0.

Board Member Comments – Mendoza provided a self-introduction to the Board Members.

Staff Member Comments – Alwine provided an update on the decline in permits (due to the time of year) and an increased flow of inspections.

There was no further business. The meeting was adjourned at approximately 2:10 P.M.

Drafted: January 16, 2024

Approved: March 19, 2024