

**MINUTES OF THE REGULAR MEETING OF THE  
KALAMAZOO AREA BUILDING AUTHORITY  
KALAMAZOO, MI  
May 21, 2024**

Chairperson, Randy Thompson called the regular meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:05 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  
Donna Hephner / Representative from Pine Grove Township  
Lysanne Harma, Secretary / Representative from Richland Township  
Kim Lewis / Representative from Village of Richland

Absent: Vik Bawa / At-Large Board Member

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.

**Presentation – Jordan Smith, CPA with Maner Costerisan** – Mr. Smith presented the highlights of the 2023 Financial Statements to the board members.

**Business –**

**5. a. Approval of 2023 Audited Financial Statements** – Mendoza motioned to approve the 2023 audited financial statements, seconded by Lewis, and carried with a vote 6-0.

**5. b. Flood Plain Interlocal Agreement** – An example of the Flood Plain resolution and intergovernmental agreement was handed out. Leuty motioned to approve the received agreements from Comstock Township, Kalamazoo Township, City of Parchment, and Richland Township and authorize Thompson to sign each as Chairperson; with the change of the officer's name from Mike Alwine to Randy Thompson under the Community/Entity B on the City of Parchment's agreement, seconded by Harma, and carried with a vote 6-0.

**Board Member Comments** – Leuty announced Kalamazoo Township has appointed Tracie Moored as Township Superintendent, with a public open house on Saturday, June 1, 2024, from 11am to 1pm to welcome her.

**Staff Member Comments** – Alwine provided an update on the permit intake, which has slowed.

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

Drafted: March 19, 2024  
Approved: June 18, 2024