

**MINUTES OF THE REGULAR MEETING OF THE  
KALAMAZOO AREA BUILDING AUTHORITY  
KALAMAZOO, MI  
April 15, 2025**

Chairperson, Kim Lewis 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: Jerry Amos / Representative from Comstock Township  
Justin Mendoza, Treasurer / Representative from City of Parchment  
Art White, Secretary / Representative from Richland Township  
Kim Lewis, Chairperson / Representative from Village of Richland  
Pam Visser / Representative from Pine Grove Township  
Vik Bawa / At-Large Board Member

Absent: Craig Sherwood / Representative from Kalamazoo Township

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

**Approval of Agenda** – Lewis requested to add Motion Log – 1<sup>st</sup> Quarter 2025 as J. under the Consent Agenda. The motion log was given as a handout. A motion was made by Mendoza to approve the agenda as amended, seconded by Amos, and motion carried.

**Approval of Consent Agenda** – A motion was made by Amos to approve the Consent Agenda as amended, seconded by White, and motion carried.

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

**Business –**

**5. a. Electrical Permit Fee Schedule** – Alwine gave a synopsis of the changes to the Permit Fee Schedule. White motioned to approve the Electrical Permit Fee Schedule with the applicable changes/additions, seconded by Bawa, and carried a vote 6-0.

**Board Member Comments** – Lewis informed the board members she would not be in attendance of the May 20<sup>th</sup> meeting and ask Mendoza to chair the meeting.

**Staff Member Comments** – Cassidy provided an update of the auditors being onsite on April 22nd.

There was no further business. The meeting was adjourned at approximately 2:15 P.M.

Drafted: April 15, 2025

Approved: May 20, 2025