

**MINUTES OF THE REGULAR MEETING OF THE  
KALAMAZOO AREA BUILDING AUTHORITY  
KALAMAZOO, MI  
May 20, 2025**

Acting Chairperson, Justin Mendoza 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: Craig Sherwood / Representative from Kalamazoo Township  
Justin Mendoza, Treasurer / Representative from City of Parchment  
David Wendzel / Alternate Representative from Richland Township  
Paul Foust / Alternate Representative from Village of Richland  
Pam Visser / Representative from Pine Grove Township  
Vik Bawa / At-Large Board Member

Absent: Jerry Amos / Representative from Comstock Township

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 Foust to approve the agenda as presented, seconded by Sherwood, and motion carried.

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

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

**Presentation – Jordan Smith CPA with Maner Costerisan** - Mr. Smith presented the highlights of the 2024 Financial Statements to the board members.

**Business –**

**5. a. Approval of 2024 Audited Financial Statements** – Sherwood motioned to approve the 2024 audited financial statements, seconded by Foust, and carried with a vote 6-0.

**Board Member Comments** – There were no board member comments.

**Staff Member Comments** – Alwine thanked the board for their continuous support and provided an update on upcoming permits.

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

Drafted: May 20, 2025  
Approved: July 15, 2025