

**MINUTES OF THE REGULAR MEETING OF THE  
KALAMAZOO AREA BUILDING AUTHORITY  
KALAMAZOO, MI  
September 16, 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: Craig Sherwood / Representative from Kalamazoo Township  
Justin Mendoza, Treasurer / Representative from City of Parchment  
Donna Hepner / Alternate Representative from Pine Grove Township  
Art White, Secretary / Representative from Richland Township  
Kim Lewis, Chairperson / Representative from Village of Richland

Absent: Jerry Amos / Representative from Comstock Township  
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 Mendoza to approve the agenda as presented, seconded by White, and motion carried.

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

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

**Business –**

**5. a. Medical/Dental/Vision Insurance Renewal** – Sherwood motioned to approve the 12/01/25 – 11/30/26 BCBS renewal, seconded by Mendoza, and carried with a vote 5-0.

**5. b. Resolution to Opt Out of PA 152** – Mendoza motioned to approve the Resolution to Opt Out of PA 152 for the calendar year 2026, seconded by White, and carried with a vote 5-0, with 2 absent.

**5. c. Permit Fee Schedule** – Hepner motioned to approve the Permit Fee Schedule with no changes, seconded by Mendoza, and carried with a vote 5-0.

**5. d. KABA Budget 2026** – Sherwood motioned to approve the 2026 Budget as presented, seconded by Mendoza and carried with a vote 5-0.

**Board Member Comments** – Sherwood apologized to the board members for being absent at the previous meeting.

**Staff Member Comments** – Alwine thanked the board for their continuous support of KABA.

There was no further business. The meeting was adjourned at approximately 2:17 P.M.

Drafted: September 18, 2025

Approved: November 18, 2025