

**MINUTES OF THE REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
January 20, 2026**

Acting Chairperson, Justin Mendoza called the regular meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:03 P.M., at the KABA Offices, 2322 Nazareth Road.

Present: Justin Mendoza, Treasurer / Representative from City of Parchment
Paul Foust / Alternate Representative from Village of Richland
Craig Sherwood / Representative from Kalamazoo Township
Vik Bawa / At-Large Board Member

Absent: Jerry Amos / Representative from Comstock Township
Pam Visser / Representative from Pine Grove Township
Art White, Secretary / Representative from Richland Township

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

Approval of Agenda – A motion was made by Bawa to approve the agenda as presented, seconded by Foust, 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.

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 (Annual) – Foust motioned to accept the Engagement Letter from Kreis, Enderle, Hudgins & Borsos, dated January 1, 2026, and authorize Alwine to sign and submit, seconded by Bawa, and carried with a vote 4-0.

5. c. Appointment of Contracted Electrical Inspector – Sherwood motion to appoint Matt Schiebner as contracted electrical inspector, seconded by Bawa, and carried with a vote 4-0.

5. d. Building Inspector – Discussion & Appointment – After discussion commenced, Foust motion to appoint Wes Wokeck as KABA’s building inspector, seconded by Sherwood, and carried with a vote 4-0.

Board Member Comments – There were no board member comments.

Staff Member Comments – Alwine thanked the board for their support on the appointments of the inspectors.

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

Drafted: January 20, 2026

Approved: March 17, 2026