



**KALAMAZOO  
CONSERVATION  
DISTRICT  
MONTHLY  
MEETING OF THE  
BOARD**

***Our Mission: “Working  
with our community to  
protect, conserve, and  
restore the natural resources  
of Kalamazoo County”***

September 18th, 2026



# Call To Order!

2. Roll Call! (State Name and Association(s))
3. Consider Approval of September 18th, 2026 KCD Meeting Agenda
4. Consider Approval of August 21st, 2026 KCD Board Meeting Minutes
5. *Public Comments:*



KALAMAZOO  
CONSERVATION  
DISTRICT

# Budget Hearing

## FY27

1. Review FY27 Budget
  - a. PUBLIC INPUT ON KCD BUDGET
2. Review Annual Plan of Work
3. Sign Appropriation Act



KALAMAZOO  
CONSERVATION  
DISTRICT



# Technical Reports:

1. Kalamazoo CD DM Report - Chandra Kinney; District Manager
2. MACD Report - Rivka Hodgkinson, Executive Director MACD
3. MDARD Partner Report - Jack Knorek; MDARD Regional Coordinator
4. ~~Natural Resources Conservation Service Programs - Di'Shun Melbert; District Conservationist~~
5. CTAP Report - James Benjamin; MAEAP & Regenerative Agriculture Technician
6. ~~USDA NRCS Soil Con Report - Celina Robertson; Soil Conservationist~~
7. ~~CTAI Report - Michael Martinez. CTAI Technician (BCD/KCD/NRCS)~~
8. ~~BCK Cisma - Sara Hutteman; Invasive Species Coordinator~~
9. ~~Produce Safety - Patrick Gordon; Produce Safety Technician~~
10. Forestry Assistance Program - Isabelle Uganski; Regional Forester
11. ~~Regen. Ag. Incubator Farmer - Grant Reinhart; Intern~~



KALAMAZOO  
CONSERVATION  
DISTRICT



# **Kalamazoo CD DM Report - Chandra Kinney; District Manager**

## **\*Highlights\***

- Worked on organizing and updating a lot of our operational systems and templates
- Completed Capacity Building Cohort that has given me/the District a \$500 stipend for attending the course. This cohort has 4 live sessions with in between videos and work along documents. 1) Checklist and Mission, 2) Leadership and Decision Making, 3) Roles and Responsibilities, and 4) Budgeting and Work planning
- Presented to the County Board.
- Applied for a business credit card.



# MACD Report - Rivka Hodgkinson, Executive Director MACD

## **\*Highlights\***

MACD's annual conference is our biggest training event of the year, and we hope to see many of you there!

Michigan Conservation: Empowering Communities and Ecosystems, October 20–22 at the Lansing Center, this year's agenda is packed with content built specifically for Conservation District board members. There are over 72 sessions to choose from, including many specifically for Board Directors related to succession planning, legislative advocacy, increasing District funding, building capacity, improving board performance, and more.

Directors are also welcome to attend any of the many technical sessions related to agriculture, regenerative farming, program success, forestry, invasive and native plant species, watershed management, and others.

See the full agenda at <https://www.macd.org/2026-macd-annual-conference-agenda/>. You'll learn directly from leading conservation professionals across MDARD, NRCS, DNR, MSU, and more, as well as success stories from Districts around the state. You will leave with practical tools you can put to work at home.

Just as valuable is the time you'll spend with your peers. Between the keynote luncheon, round tables, exhibitor showcase, silent auction, and Trivia Night at Lansing Shuffle, there are plenty of chances to swap ideas with directors facing the same opportunities and challenges you are.

We're also hosting a Director-only social night on Tuesday evening, October 20, in the hospitality suite at the DoubleTree



**KALAMAZOO  
CONSERVATION  
DISTRICT**

# MDARD Partner Report - Jack Knorek; MDARD Regional Coordinator

## \*Highlights\*

- MDARD has sent out grant reporting templates and reporting reminders, for all corresponding grants. Please review the reporting reminders each quarter prior to submission to the appropriate grants mailbox. Quarter four (4) payments are due on October 5th. The FY27 Annual Business Plan is also due October 5th; please use the provided template for this document.
- The IRS announced an increase to the mileage reimbursement rate to \$0.76 per mile, effective July 1, 2026.
- CD websites should be reviewed to ensure they are compliant with Title II of the Americans with Disabilities Act (ADA).
- MDARD is working with MACD to conduct the last regional training for CD directors and managers in conjunction with the Fall Conference. \$200 scholarships for directors (elected and appointed) are available. We encourage all directors and managers, especially newer ones, to attend this last training session:
  - o Lansing: October 19th (101-level only) – [Register Here](#)
    - Lansing Center – 333 E. Michigan Ave., Downtown Lansing
    - 201-level content will be offered during the Fall Conference on

October 21st



# **Natural Resources Conservation Service**

## **Programs - Di'Shun Melbert; District**

### **Conservationist**

### **\*Highlights\***

No report this month



# Conservation Technical Assurance Program

## Report - James Benjamin; MAEAP & Regenerative Agriculture Technician

### \*Highlights\*



August saw completion of planning for and hosting the Strip Tillage Event at Goldenview Farms. 8 farm visits were conducted in August, some for soil health assessments, some for soil health management plan reviews, and some for initial MAEAP assessment work. Planning was also begun for a September 26th outreach event to be held at DeLano Farms and Kalamazoo Nature Center. There are a few remaining soil health assessments to be conducted in September to meet CTAP grant obligations, all other metrics have been met.

CTAP Monthly Goals vs. Actual

Fiscal Year: 2026

Conservation District: Kalamazoo Conservation District

Technician Name: James W. Benjamin

Service Area: Kalamazoo County

|                                                     | Q1  |     |     | Q2  |     |     | Q3  |     |     | Q4  |     |     | Sum | Goal |
|-----------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|
|                                                     | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |     |      |
| Completed Risk Assessments (New & Repeat By System) | 8   | 10  | 3   | 2   | 5   | 15  | 9   | 1   | 0   | 0   | 0   |     | 53  | 30   |
| Implemented Risk Reductions                         | 22  | 34  | 4   | 4   | 9   | 74  | 69  | 3   | 1   | 0   | 0   |     | 220 | 100  |
| New Verifications (by System)                       | 0   | 2   | 0   | 0   | 0   | 0   | 6   | 3   | 2   | 0   | 0   |     | 13  | 10   |
| Reverifications (by System)                         | 5   | 4   | 0   | 0   | 0   | 0   | 2   | 6   | 2   | 0   | 0   |     | 19  | 15   |
| Soil Health Assessments                             | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 6   |     | 6   | 18   |
| Soil Health Tests                                   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 6   |     | 6   | 18   |
| Soil Health Management Plans                        | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 3   | 1   |     | 4   | 4    |
| Farm or Site Visits                                 | 14  | 11  | 0   | 1   | 18  | 13  | 17  | 8   | 11  | 5   | 8   |     | 106 | 100  |
| Field Days                                          | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1   | 2   | 3   | 1    |

# **USDA-NRCS Soil Con Report - Celina Robertson; Soil Conservationist**

## **\*Highlights\***

No Report this month!



# **BCK-Cooperative Invasive Species Management Area - Sarah Huetteman; Invasive Species Coordinator (Housed in Barry CD)**

## **\*Highlights\***

No report this month



Updates: A quick glance at our records for Kalamazoo stuff we've treated 18 acres for 20 landowners in Kalamazoo (so far this field season) for knotweed, phragmites, black swallowwort, lesser celandine and some woody invasives for the Drain Commission. There is more Stiltgrass detected around Augusta Wildlife Area so we've surveyed 700 acres for Stiltgrass, and 40 acres for lesser celandine.

Other projects we conducted in Kalamazoo eDNA sampling for an MSU research project to test detection of crayfish species with emphasis on red swamp crayfish in 6 lakes in Kalamazoo.

We've been monitoring for spotted lanternfly - no detections. And we are looking in lakes for European frogbit - also no detections.

**Produce Safety - Patrick Gordon;  
Produce Safety Technician  
(Housed in Berrien CD)**

**\*Highlights\***

No report this month





# **Forestry Assistance Program - Isabelle Uganski; Regional Forester (Housed in Barry) \*Highlights\***

I am writing to document the accomplishments of the Michigan Department of Agriculture and Rural Development's Forestry Assistance Program (FAP) for the 9 county service area of: Barry, Allegan Ottawa, Eaton, Ionia, Kent, Van Buren, Calhoun, and Kalamazoo counties. FAP has 6 primary deliverables as stated in the grant agreement, which are as follows: Site visits, QFP enrollment, referrals to local professionals and public agencies, media occurrences, outreach events, and MAEAP FWH Verifications.



# **Regenerative Agriculture Incubator Farmer Start Up - Grant Reinhart; Regen. Ag. Incubator Farmer Intern \*Highlights\***

No report this month!

# Old Business:

- Board Development: Committees, Associates and reframing a local government.
- Grant - Working to improve our website and ensure we are ADA compliant
- Funding Updates: Grants, County Funding, CC, and other ideas.



KALAMAZOO  
CONSERVATION  
DISTRICT



KALAMAZOO  
CONSERVATION  
DISTRICT

# New Business:

- Employee Annual Reviews: CK will be performing employee reviews next week. Board conduct CK performance review by next B.M.
- CDEM Benefits Package & Review of Policies
- Review Tree Sale Order



# Treasurer Reports

Review and Approve all August 2026 Reports:

- Balance Sheet
  - QBD compared to QBO
- Profit & Loss Summary
  - QBD compared to QBO
- Bills & Deposits Summary
- Payroll Detailed Report
- Reconciliations - Signature Needed
- Treasurer Check List

Any Questions?



KALAMAZOO  
CONSERVATION  
DISTRICT

# Public Acts & Notices:

- PN: 39-Portage Road over Austin Lake Outlet

- Any Comments or Concerns?



## DIRECTORS TIME!

- How do you see us aligning to better growth strategies?
- What connections do you have?
- What's going on in your world - environmental related?
- How can you better contribute to the growth of KCD?



**KALAMAZOO  
CONSERVATION  
DISTRICT**

**NEXT MEETING - 8 AM on  
October 16th, 2026  
at the KCD office, Thank you!**

**MEETING ADJOURNED!**