



KALAMAZOO CONSERVATION DISTRICT

January 16th, 2026

Board Meeting Minutes

KCD Office – 5950 Portage Rd. Suit B, Portage, MI 49002

Working with our community to protect, conserve, and restore the natural resources of Kalamazoo County!

1 – CALL TO ORDER

2 – ROLL CALL: Directors present: Ed Cagney, Andrew Fern, Tricia Keala, Lynn Coville

Directors absent: David Benac

Also present: Chandra Kinney, John Gisler, Sandy Bliesener

3 – CONSIDER APPROVAL OF January 16th, 2026, BOARD MEETING AGENDA:

Approval of Agenda movement carried by L. Coville, seconded by T. Keala; Voice Vote: Y4 N0 Motion: Carried

4 – CONSIDER APPROVAL OF December 19th, 2025, KCD BOARD MEETING MINUTES:

Approval of Meeting Minutes for December 19th, 2025, movement carried by A. Fern, seconded by L. Coville; Voice Vote: Y N Motion:

5 – PUBLIC COMMENTS: J. Gisler provided a reminder to call out public comments! There was a reelection of the board positions and there is a new emergency management director.

6 - TREASURER REPORT:

Review and approve all December 2025 Financials:

- Balance Sheet (QBD+QBO)
- Deposits Summary
- Bills Summary
- Profit & Loss Summary (QBD+QBO+YTD)
- Payroll Summary
- Bank Reconciliation
- Budget vs Actual
- Budget Appropriation – Motion made by T. Keala, seconded by A. Fern to adopt the foregoing resolution and General Appropriations Act.

Movement carried out by E. Cagney, seconded by L. Coville Voice Vote: Y N Motion:

7 - TECHNICAL REPORTS:

- KCD DM Report– Chandra Kinney, District Manager
- MDARD Partner Report – Jack Knorek, MDARD Regional Coordinator
- NRCS Report – Di’Shun Melbert
- CTAP Report – James Benjamin, MAEAP Technician
- Conservation Stewardship - Mike Martinez, Conservation Steward Technician
- BCK-CISMA – Sara Hutteman, Invasive Species Coordinator
- Produce Safety – Patrick Gordon, Produce Safety Technician
- CTAI Report – Allison Marshall, CTAI Technician (BCD/KCD/NRCS)
- Forestry Assistance Program Report – Ben Savoie; Regional Forester

8 - OLD BUSINESS:

- Annual Meeting & Election - UPDATES! We have had to change the date of our Annual Meeting to March 5th, 2026 from 5PM – 8:30PM
- Annual Report - Finalized version ready for detailed review – Some small color correction

9 - NEW BUSINESS:

- Annual Plan Review – Looking on track
- Asylum Lake Committee – Green Zoning - We are unable to partake in any sort of lobbying, although we can provide technical assistance and collaborate on educational outreach.

10 - PUBLIC ACTS & NOTICES:

- Department of Environment, Great Lakes, and Energy (EGLE) Site-Specific Review Determination Letter

11 - DIRECTOR COMMENTS:

- L. Coville will be retiring and hosting a farm auction.

12 - ADJOURNMENT

Movement carried by __, seconded by __; Voice Vote: Y Motion:

➤ ***NEXT MEETING – 8 AM on February 20th, 2026, at the KCD office!!!***

X: _____ **Date of Approved Minutes:** _____