



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”*

May 15th, 2026



Call To Order!

2. Roll Call! (State Name and Association(s))
3. Consider Approval of May 15th, 2026 KCD Meeting Agenda
4. Consider Approval of April 10th, 2026 KCD Board Meeting Minutes
5. *Public Comments:*



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Treasurer Reports

Review and Approve all April 2026 Reports:

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

Any Questions?



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Technical Reports:

1. Kalamazoo CD DM Report - Chandra Kinney; District Manager
2. MDARD Partner Report - Jack Knorek; MDARD Regional Coordinator
3. ~~Natural Resources Conservation Service Programs - Di'Shun Melbert; District Conservationist~~
4. CTAP Report - James Benjamin; MAEAP & Regenerative Agriculture Technician
5. ~~USDA NRCS Soil Con Report - Celina Robertson; Soil Conservationist~~
6. CTAI Report - Allison Marshall. CTAI Technician (BCD/KCD/NRCS).
7. BCK-CISMA - Sara Hutteman; Invasive Species Coordinator
8. Produce Safety - Patrick Gordon; Produce Safety Technician
9. Forestry Assistance Program - Ben Savoie; Regional Forester



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Kalamazoo CD DM Report - Chandra Kinney; District Manager

Highlights

- Launched our Summer 2026 Internship - Now Accepting Applications!
- Millage prep: reading ‘Conservation Millage Guide Step-By-Step Millage Tool Kit’ by Huron Watershed Council, drafted ballot language, created commissioner presentation, met with Jen Strebs and building friends of group support.
- Went to Plymouth, IN for my second in-person session for my Watershed Leadership Academy Certification.
- Rocked Tree Sale and built new partnerships - learn something new every year!

MDARD Partner Report - Jack Knorek;

MDARD Regional Coordinator

Highlights

- Updates: Most recent Open Meetings Act Handbook (March 2026) is now available!
- Updates: The CD retention and disposal schedule, GS#38, has been updated. This update lengthens the requirement for keeping Oaths of Office and adds a schedule for volunteer records. CD's will also follow the County Schedules GS#1, GS#26, GS#30, GS#31, and GS#35.
- Education: EGLE hosts a monthly local leaders webinar series on how to address environmental issues in your community.
- Funding: The Michigan Tree Farm Committee is again providing funds in 2026 to tree farmers and inspecting foresters to host 10 Tree Farm field days around the state. Applications are due November 1st but are reviewed quarterly.
- MDARD announced the Conservation Technical Assistance Program (CTAP) grant RFP process for competitive grants designed to support both the Regenerative Agriculture Program and the Michigan Agriculture Environmental Assurance Program. Applications are due June 5th.
- CTAP March Updates & CTAP April Updates



MICHIGAN DEPARTMENT OF AGRICULTURE & RURAL DEVELOPMENT

Natural Resources Conservation Service Programs - Di'Shun Melbert; District Conservationist ***Highlights***



- ON PATERNITY LEAVE!
- THANK YOU SHEILA FOR STEPPING IN -WELCOME!

Conservation Technical Assurance Program Report - James Benjamin; MAEAP & Regenerative Agriculture Technician *Highlights*



Completed Conservation Planner Level 1 training with District Conservationist Di' Shun Melbert

April saw completion of several verifications, new and repeat, and many more farms in progress. Primary MAEAP related grant goals should be surpassed by end of May. RAP Soil Health Management plan was released in April, and training is scheduled in May. Work focus in May will be shifting to writing the application for the 3-year CTAP Grant (application due June 5th) and planning for two on-farm field day events in August (for the RAP Education and Outreach Grant). After training is received in the new Soil Health Management Plan, there is a backlog of farms to process from soil health assessments conducted in FY25 as well as assessments and samples to be taken for FY26 RAP objectives.

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						52	30
Implemented Risk Reductions	22	34	4	4	9	74	53						200	100
New Verifications (by System)	0	2	0	0	0	0	6	3					11	10
Reverifications (by System)	5	4	0	0	0	0	2	6					17	15
Soil Health Assessments	0	0	0	0	0	0	0						0	18
Soil Health Tests	0	0	0	0	0	0	0						0	18
Soil Health Management Plans	0	0	0	0	0	0	0						0	18
Farm or Site Visits	14	11	0	1	18	13	15						72	100
Field Days	0	0	0	0	0	0	0						0	1

USDA-NRCS Soil Con Report - Celina

Robertson; Soil Conservationist

Highlights

- No updates at this time





Conservation Technical Assurance Initiative - Allison Marshall; CTAI Technician (BCD/KCD/NRCS)

Highlights

NRCS Kalamazoo:

- Helped with tree packing for tree sale.
- Updated 2 conservation plans for EQIP applicants. (AW, EC)
- Composed 1 job sheet for client. (AW)
- Created conservation plan, plan map, and soil map for 1 EQIP applicant. (JS)
- Led meeting with an applicant to go over the details of her application. (JS)
- Assessed 3 applications.
- Ranked 8 applications.
- Submitted two payments for one participant (RLF).
 - Made 4 cost estimates for applications.

BCK-Cooperative Invasive Species Management Area - Sarah Huetteman; Invasive Species Coordinator *Highlights*



- No Submitted Board Report This Month!
- MiCorp Aquatic Species Bio BLITZ: June 29th - July 12th



Produce Safety - Patrick Gordon; Produce Safety Technician

Highlights



- Virtual Blueberry Kickoff (4/2)
- Newsletter Planning Meeting (4/7)
- PSA Virtual Training (4/8)
- Blueberry Pollinator Meeting (4/14)
- NCR FSMA Webinar (4/16)
- MI Apple and GFSI Certification Meeting (4/17)
- Urban Ag Educator Series (4/21, 4/23, 4/28, 4/30)
- Farm Visit/ Water Testing Scotts (5/6)
- MIOFPS Fall PD (5/27)



Forestry Assistance Program - Ben Savoie; Regional Forester (Housed in Barry)

Highlights

Deliverable Item	March 2026	April 2026
Total Individual Consultations (Site Visits, etc.)	15	13
QFP Enrollment in Acres	188	189
Total Referrals to Public (MAEAP, etc.) or Private Sector	20	16
Media Occurrences	4	4
Outreach Events Conducted/Presented	1	2

Total Outreach Event Attendance	30	180
Any Narratives (Highlights, Impacts, Successes, or Details you'd like to share.)	<p>Exceptionally busy <u>month</u> now that the word is out about our expanded area.</p> <p>More QFP acres to come, event planning with ECD & Hastings Public Library</p> <p>NRCS assistance in Kalamazoo has been a boon for new clients.</p> <p>Preparing for the rush of tree sale and spring weather bringing in even more new folks into the office.</p>	<p>Continuing momentum w/ QFP</p> <p>Tree Sale!</p> <p>Rain and rain and more rain.</p> <p>Managing to keep pace with new clients across the new service area, with great help from all the supporting staff at the CDs!</p>
What do you need increased support with?	<p>Thank you for all the hard work in promoting the FAP program. All I ask for is patience as some visits will be <u>planned out</u> weeks in advance.</p>	<p>Continue to send me new landowners with interest in QFP</p>



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Old Business:

- Further discuss KCD Millage
- Incubator Farmer Summer Intern - County documents
- Tree Sale Success
- Mushroom 102 - May 22nd from 6pm-8pm at the Edison Neighborhood Association



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New Business:

- NACD Summer Conference in GR July 17th-22nd
 - Scholarships for Directors have been emailed out to all Board Members for each to submit an application if interested in attending.
- World Migratory Bird Day Celebration
- Third Annual Kalamazoo River Clean Up
 - Paddle Leaders? KCD Tabling?

World Migratory Bird Day Celebration

📅 Saturday, May 16
🕒 9 AM - 2 PM
📍 Upjohn Park



BIRD WALK &
SCAVENGER
HUNT



LIVE RAPTOR
PROGRAM
12PM - 1PM



MAKE YOUR
OWN BIRD
FEEDER



LOCAL
NATURE ART
FOR SALE

2024 Event Theme: Citizen Science: Every Bird Counts – Your Observations Matter

Join us to celebrate birds! This FREE celebration event will include a guided bird walk at 9:30 a.m. (binoculars available) and a live raptor program from 12 p.m. to 1 p.m., presented by Blandford Nature Center's bird ambassadors. There will also be nature-themed art for sale from local artists, a scavenger hunt, prize drawing, and information and activities from local organizations. You can also make your own bird feeder to take home!



Scan to
learn more!



SAVE THE DATE • THE THIRD ANNUAL Kalamazoo River Cleanup



JUNE 20, 2026, 10:00* AM – 12:00 PM
JOIN US FOR FREE FOOD & DRINKS
AT OUR AFTERPARTY CELEBRATION AT
MAYORS RIVERFRONT PARK | 12:00PM - 2:00PM
*Launch time for in-river watercraft 9:00 AM



• THANK YOU 2025 PARTNERS •

REGISTER AT: kalamazoocleanup.org

Public Acts & Notices:

1. 39-1401 Indian Point-Richland
2. (SSR) 10167-20263-57

- Any Comments or Concerns?



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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?



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**NEXT MEETING - 8 AM on
June 12th, 2026
at the KCD office, Thank you!**

MEETING ADJOURNED!