DELTA CONSERVATION DISTRICT

# Board Meeting Agenda

**Date:** 10/13/2026 5:30 PM - 8:00 PM
**Location:** Delta Conservation District/USDA Office - Conference Room 2003 Minneapolis Ave, Gladstone, MI 49829

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- **Call Meeting to Order:**
- **Pledge of Allegiance**
- **Role Call:**
- **Staff Attendees**:
- **Associate Member Attendees:**
- **Additions & Approval of Agenda:**
- **Conflict of Interest Disclosure:**
- **Public Comment on Agenda Items (3-minute limit):**

**Approval of Meeting Minutes:**

1. Board Meeting, October 23, 2026

**Reports:**

1. Treasurers Report
2. Committee Reports
    a. Personnel
    b. Property and Equipment
    c. Policy & Governance
    d. Finance & Audit
    e. Mini-Grant
3. Staff Reports
    a. Manager Report
    b. FAP, CTAP, CTAI, CTAI PA
4. Partner Reports
    a. MDARD
    b. NRCS
    c. CISMA
    d. PST
    e. Delta County Liaison

**Unfinished Business:**

1. District Forest
2. Travel trailer and Planter
3. Savings Investment
4. MISG Grant Update
5. FY27 Audit

**New Business:**

1. Payment of bills
2. FY26 Budget Amendment
3. MERS - Retirement Savings Plan Match
4. Escanaba Pollinator Garden
5. Board Packet Distribution for Meeting

**General Public Comment (3-minute limit):**

**Board Member Comments:**

**Adjourn:**

DELTA CONSERVATION DISTRICT

# Board Meeting Minutes

**Date:** 09/23/2026 5:30 PM - 8:00 PM
**Location:** Delta County Service Center - Board Room 2950 College Ave, Escanaba 49829

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**Call Meeting to Order:** *A board meeting of the Delta Conservation District Board was called to order at 5:30* p.m. *on September 23, 2026, at the Delta County Service Center - Board Room, 2950 College Ave, Escanaba MI by Chairman St. Vincent.*

**Pledge of Allegiance**

**Role Call:** St. Vincent, Brockman, Gryzbowski, Vande Water, Segorski - Present
**Staff Attendees**: Benoit
**Associate Member Attendees:** Zimmermann Present at 5:34PM
**Partners:** Van Wyk

**Additions & Approval of Agenda:**

- St. Vincent would like to add number (7) Employee Training and number (8) Michigan Invasive Species Grant.
  - ➢ *Brockman moves to accept the additions and approve the agenda. Gryzbowski seconds. Motion passed.*

**Conflict of Interest Disclosure:** None

1. Board members signed Conflict of Interest Certification.

**Public Comment on Agenda Items (3-minute limit):** None

**Approval of Meeting Minutes:**

1. Special Board Meeting, September 1, 2026
   - ➢ *Vande Water moves to accept the meeting minutes from the Special Board Meeting from September 1, 2026. Brockman seconds. Motion passed.*

**Reports:**

1. Treasurers Report
   a. Gryzbowski provided the treasurer's report. Gryzbowski mentioned looking at possibly moving the District's CDARs to another location due to having issues getting information from banks on the CDARs and having better online access. Gryzbowski provided balances in accounts and spoke to the different statements provided. Benoit gave an update on the IRS issues, spoke of working with Kathy Mason on journal entries to clean up the books and concerns that need to be addressed in the coming future. Benoit thanked Mason for all her work with the books.
   - ➢ *Segorski moved to accept the Treasurer's Report. St. Vincent seconded. Motion passed.*
2. Committee Reports
   a. Personnel - St. Vincent shared that the Personnel Committee met with Benoit for the interviews on the Program Support Specialist position.
   b. Property and Equipment - Segorski mentioned that keys will need to be created for the gate into the property along with the barn.
   c. Policy & Governance - Vande Water mentioned that the Policy & Governance needs to meet and be brought up to speed on the priorities of possible new policies.

d. Finance & Audit - Segorski mentioned he's tried to reach out to McNeil to discuss possible future investments. Benoit spoke with Mary at Spindler Financial and was advised Spindler did not handle municipal funding but would be willing to look into it. Mary did state that any money invested would need to be insured due to being a government agency.

e. Mini-Grant - St. Vincent mentioned that in the board packet all the changes are up to date on the Mini-Grant application. St. Vincent continued to state that the goal would be to start the Grant in 2027. St. Vincent asked for any changes to be sent to Benoit by October 2, 2026. There was discussion amongst the board if the CNA points need to be included. Vande Water mentioned that it was a long application but that it covered all the bases. The board discussed the funding that was available through the Gladstone Marsh Fund and what could be utilized. Vandewater will go through the documentation and will report back. St. Vincent said that the board would revisit this at the next meeting.

3. Staff Reports
   a. Manager Report - Benoit presented the manager report that was provided in the Board Packet. Benoit touched on the interviews for the Project Support Specialist, the training for an arborist in office and for the applicator licence for Emily Blair. Benoit discussed the RAP Grant being signed and it is s a two year Grant with funds available over $10,000 per year. Benoit shared the plan to attend township meetings hoping to build partnerships with the local municipalities.
   b. FAP, CTAP, CTAI, CTAI PA-
      - Vande Water mentioned that under the FAP Goals that MDARD needs to address the goals if foresters within the grants are having issues meeting them.
      - Reports were provided in the board pack.
4. Partner Reports
   a. MDARD - Report in board pack.
   b. NRCS - Van Wyk provided a handout with information on the closing out of the year for NRCS.
   c. CISMA - Report in board pack.
   d. PSTR- Report in board pack.
   e. Delta County Liaison - None

**Public Hearing - Fiscal Year 2027 District Budget Hearing**

- Opened at:

➢ *Gryzbowski at 6:42 PM motioned to open the FY27 Budget Hearing. Segorski seconded. Motion passed.*

1. Public Comment Period (3 - minute limit): None
2. Amendments - None
3. Motion to Adopt FY27 Budget

➢ *Segorski motioned to accept the FY27 Budget. Gryzbowski seconded. Roll call vote: St.Vincent - Yes, Brockman - Yes, Vande Water - Yes, Segorski - Yes, Gryzbowski - Yes. Motion Passed.*

4. Motion to Adopt FY27 Appropriations Act

➢ *Brockman motioned to accept the FY27 Appropriations Act. Segorski seconded. Roll call vote: St.Vincent - Yes, Brockman - Yes, Vande Water - Yes, Segorski - Yes, Gryzbowski - Yes. Motion Passed*

- Closed at: 6:49

➢ *Brockman motioned to close the Budget Hearing. Vande water seconded. Motion passed.*

**Unfinished Business:**

1. Approval to hire Emily Blair to the Program Support Specialist.

➢ *Vande Water motioned to hire Emily Blair. St. Vincent seconded. Motion passed.*

➢ Approve wage

➢ *St. Vincent motioned to pay Emily Blair for the Program Support Specialist position at $22.00 per hour with a .50 increase after a ninety day review. Gryzbowski seconded. Roll call vote: St.Vincent - Yes, Brockman - Yes, Vande Water - Yes, Segorski - Yes, Gryzbowski - Yes. Motion Passed*

2. District Forest - Tabled till next meeting by St. Vincent.
3. Travel trailer and Planter -
   - St. Vincent mentioned that the District has had two meetings now where it was discussed to have the trailer taken to auction with no movement. This led to discussion among the Board with consensus to put the trailer up for sale.

   ➢ *St. Vincent motioned to list the camper on all social media and the District website for 977.00 or best offer, as is. Vande Water seconds. Roll call vote: St. Vincent - Yes, Brockman - Yes, Vande Water - Yes, Gryzbowski - Yes, Segorski - No. Motion Passed.*

   - Benoit passed out an email from Jesse Randall at the MSU Forest Innovation Center showing interest in the planter. The Innovation Center offered to pay $100.00 for the planter which would be utilized for educational purposes. The board discussed.

   ➢ *Brockman motioned to accept the offer from the MSU Forest Innovation Center. Segorski seconded. Board discussion around how the equipment would get to MSU. Brockman amended the motion that the Board accept the offer from MSU Forest Innovation Center with the stipulation that MSU Forestry Innovation Center is responsible to pick up the planter and the equipment is sold as is. Segorski seconds. Roll call vote: St. Vincent - Abstained, Brockman - Yes, Vande Water - No, Gryzbowski - Yes, Segorski -Yes. Motion passed.*
4. Savings Investment - See earlier discussion.
5. Annual Business Plan - for acceptance

   ➢ *Brockman moved to accept the Annual Business Plan. Segorski seconded. Motion passed.*

**New Business:**

1. Payment of bills

   ➢ *Segorski moved to pay the bills. St. Vincent seconded. Roll call vote: St.Vincent - Yes, Brockman - Yes, Vande Water - Yes, Segorski - Yes, Gryzbowski - Yes. Motion Passed*
2. FY27 Meeting Schedule and Location -
   - The board discussed and agreed that the Second Tuesday of every month at 5:30 PM located at the Delta County Service Center Board Room would be the dates for the FY27 meetings, In October due to the County utilizing the building the meeting will be moved to the Conservation District/USDA offices at 5:30 PM.
3. Annual Meeting Date -
   - The board discussed and agreed to Tuesday, August 24, 2027 for the Annual meeting in FY27.

4. Streichert Land Lease
    - ➢ *Brockman motioned to accept the Streichert Land Lease for $1500.00. Gryzbowski seconded. Roll call vote: St.Vincent - Yes, Brockman - Yes, Vande Water - Yes, Segorski - Yes, Gryzbowski - Yes. Motion Passed.*
5. FOIA Requests -
    - Benoit shared the FOIA requests that were received and explained that all were answered.
6. FY27 Audit -
    - ➢ *St. Vincent made a motion to allow the District Manager to commit the District up to 10,000.00 for an audit. Segorski seconded. Roll call vote: St. Vincent - Yes, Brockman - Yes, Vande Water - Yes, Gryzbowski - Yes, Segorski - Yes. Motion Passed.*
7. Employee Training -
    - ➢ *St. Vincent made a motion to have Ben Marchant trained as an arborist from grant funds. Vande Water seconded. Roll call vote: St. Vincent - Yes, Brockman - Yes, Vande Water - Yes, Gryzbowski - Yes, Segorski - Yes. Motion Passed.*
    - ➢ *St. Vincent motioned to have Emily Blair certified in the State of Michigan for her applicator license - $75.00. Segorski seconded. Roll call vote: St. Vincent - Yes, Brockman - Yes, Vande Water - Yes, Gryzbowski - Yes, Segorski - Yes. Motion passed.*
8. Michigan Invasive Species Grant Program
    - Benoit shared that the process has begun to apply for a Michigan Invasive Species Grant. Benoit explained the plan moving forward and that the staff was on board with making this happen. The grant application is due at 11:59 PM on November 1, 2026. The board unanimously showed support.

**General Public Comment (3-minute limit): NONE**

**Board Member Comments:**

- Segorski shared with Benoit that with all the meetings and office work he is doing to make sure he is not going to burnout.

**Adjourn:** *Brockman motioned to adjourn at 7:59 PM. Segorski seconded. Motion passed.*

Meeting Minutes approved on October 13, 2026. {Any amendments in red}

_____ Glenn Vande Water, Secretary

# Delta Conservation District
Balance Sheet
As of Sep 30, 2026

| Assets | Total |
|---|---|
| Current Assets | |
| Bank Accounts | |
| 000.009 Petty Cash | 0.00 |
| 001 First Bank | |
| 001.001 First Bank Checking | 47,310.45 |
| **Total for 001 First Bank** | **$47,310.45** |
| 002 Nicolet Bank | |
| 002.001 Nicolet Checking | 12,361.82 |
| 002.002 Nicolet Municipal Plus 4299 | 264,901.28 |
| 002.003 Money Market 9798 | 0.00 |
| 002.004 CDAR 1_0962 | 243,795.88 |
| 002.005 CDAR 2_1004 | 243,915.46 |
| 002.006 CDAR 3_0946 | 210,532.45 |
| **Total for 002 Nicolet Bank** | **$975,506.89** |
| **Total for Bank Accounts** | **$1,022,817.34** |
| Accounts Receivable | |
| 000.040 Accounts Receivable | 75,982.16 |
| **Total for Accounts Receivable** | **$75,982.16** |
| Other Current Assets | |
| 000.041 Misc. Acct Rec. | 0.00 |
| 000.499 Undeposited Funds | 0.00 |
| 121.000 Inventory Asset | 0.00 |
| 131.00 Due from other Organizations | 0.00 |
| Insurance Receivable | 0.00 |
| **Total for Other Current Assets** | **$0.00** |
| **Total for Current Assets** | **$1,098,799.50** |
| Fixed Assets | |
| 000.130 Capital Assets | 390,906.91 |
| 000.147 Accumulated Depr. | -140,937.72 |
| **Total for Fixed Assets** | **$249,969.19** |
| **Total for Assets** | **$1,348,768.69** |
| Liabilities and Equity | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 000.202 Accounts Payable | 49.12 |
| **Total for Accounts Payable** | **$49.12** |
| Credit Cards | |
| 204 Nicolet Bank Mastercard | 2,816.08 |

# Delta Conservation District
Balance Sheet
As of Sep 30, 2026

| | Total |
|---|---|
| **Total for Credit Cards** | **$2,816.08** |
| Other Current Liabilities | |
| 000.000 Accrued DLA | |
| 000.227 Misc. Acct. payable | 10,538.40 |
| 000.229 Deferred Income | $0.00 |
| **Total for 000.227 Misc. Acct. payable** | 0.00 |
| 228.000 Due to State of Michigan | **$0.00** |
| 228.001 State Income Tax WH | |
| 228.025 Unemployment Tax WH | -3,095.22 |
| **Total for 228.000 Due to State of Michigan** | 3,349.76 |
| 228.001 Due to State of Michigan | **$254.54** |
| State Income Tax Withheld | $3,347.41 |
| **Total for 228.001 Due to State of Michigan** | -1,444.53 |
| 228.020 State of Michigan Payable | **$1,902.88** |
| 228.025 Due to State of Michigan | -219.84 |
| Unemployment Tax Withheld | -$1,167.91 |
| **Total for 228.025 Due to State of Michigan** | -282.00 |
| 229.000 Due to Federal Government | **-$1,449.91** |
| 229.001 Fed Income Tax WH | -$852.51 |
| 229.002 Social Security Taxes | -2,082.85 |
| 229.003 Medicare Taxes | 1,638.82 |
| 229.004 Unemployment Taxes | 383.28 |
| **Total for 229.000 Due to Federal Government** | 0.00 |
| 229.001 Due to Federal Government | **-$913.26** |
| Federal Income Taxes Withheld | -$3,060.61 |
| **Total for 229.001 Due to Federal Government** | 5,538.98 |
| 234.000 Payroll Deductions | **$2,478.37** |
| Accrued Wages - Rory Mattson Lawsuit Payout | 0.00 |
| Direct Deposit Payable | 0.00 |
| Payroll Liabilities | 0.00 |
| MERS Employee Contribution | |
| **Total for Payroll Liabilities** | 0.00 |
| **Total for Other Current Liabilities** | **$0.00** |
| **Total for Current Liabilities** | **$12,591.18** |
| **Total for Liabilities** | **$15,456.38** |
| Equity | **$15,456.38** |
| 000.390 Opening Bal Equity | |
| 000.399 Inv. in Fixed Assets | 86.88 |
| 000.395 Retained Earnings | 249,969.16 |
| Net Income | 1,101,417.37 |
| **Total for Equity** | -18,161.10 |
| **Total for Liabilities and Equity** | **$1,333,312.31** |
| | **$1,348,768.69** |

# Delta Conservation District

Balance Sheet

As of Sep 30, 2026

# Delta Conservation District

Profit and Loss

October, 2025-September, 2026

| | Total |
|---|---|
| Income | |
| 400.000 REVENUE | |
| 401.000 Misc Income | 643.30 |
| 539.000 STATE GRANTS | |
| 540.000 CTAP | 85,500.00 |
| 541.000 FAP | 71,999.46 |
| 542.000 Operations | 40,000.00 |
| 543.000 CTAI | 69,000.00 |
| 544.000 CTAI PA | 58,000.00 |
| 550.000 MI Farm Bureau | 269.65 |
| **Total for 539.000 STATE GRANTS** | **$324,769.11** |
| 600.000 CHARGES FOR SERVICES | |
| 626.000 Services Rendered | 450.00 |
| 642.000 Sales | |
| 643.000 Tree Sale Income | 73,451.35 |
| 644 Native Plant Income | 4,249.12 |
| **Total for 642.000 Sales** | **$77,700.47** |
| **Total for 600.000 CHARGES FOR SERVICES** | **$78,150.47** |
| 664.000 INVESTMENT INCOME AND RENTALS | |
| 665.000 Interest | |
| 665.001 First Bank Checking Interest | 656.50 |
| 665.002 Nicolet Checking Interest | 31,027.51 |
| **Total for 665.000 Interest** | **$31,684.01** |
| **Total for 664.000 INVESTMENT INCOME AND RENTALS** | **$31,684.01** |
| **Total for 400.000 REVENUE** | **$435,246.89** |
| 645.00 Reimbursement Clearing | 0.00 |
| **Total for Income** | **$435,246.89** |
| **Gross Profit** | **$435,246.89** |
| Expenses | |
| 700.000 EXPENSES/EXPENDITURES | |
| 701.000 PERSONNEL SERVICES | $0.00 |
| 702.000 Salaries and Wages | |
| 703.000 District Manager Wages | 59,163.84 |
| 704.000 PSS- Program Support Specialist Wages | 24,492.35 |
| 705.000 State Programs | |
| 705.540 CTAP Wage Expenses | 62,654.40 |
| 705.540.3 CTAP Health Expense | 3,749.64 |
| 705.541 FAP Wage Expenses | 54,126.60 |
| 705.543 CTAI Wage Expenses | 61,241.06 |
| 705.544 CTAI PA Wage Expenses | 53,202.24 |
| **Total for 705.000 State Programs** | **$234,973.94** |

# Delta Conservation District

Profit and Loss

October, 2025-September, 2026

| | Total |
|---|---|
| **Total for 702.000 Salaries and Wages** | **$318,630.13** |
| 715.000 Fringe Benefits | |
| 716.000 Insurance | |
| 716.001 General Liability Insurance | $4,968.53 |
| 716.002 Workers Comp | 1,671.00 |
| **Total for 716.000 Insurance** | 915.14 |
| 717.000 Employee Payroll Tax Expenses | **$7,554.67** |
| 717.003 Unemployment Tax | $0.00 |
| **Total for 717.000 Employee Payroll Tax Expenses** | -1,167.91 |
| 718.000 Employer Payroll Tax Expenses | **-$1,167.91** |
| 718.004 Employer Federal Taxes (941) | |
| 718.005 Employer Federal Unemployment | 22,953.83 |
| 718.006 Employer MI Unemployment Tax | 0.00 |
| 718.007 IRS Penalty and Interest | 3,118.51 |
| **Total for 718.000 Employer Payroll Tax Expenses** | 2,994.74 |
| **Total for 715.000 Fringe Benefits** | **$29,067.08** |
| **Total for 701.000 PERSONNEL SERVICES** | **$35,453.84** |
| 800.000 OTHER SERVICES AND CHARGES | **$354,083.97** |
| 801.000 Professional and Contractual Services | |
| 802.000 Acct and App Fees | |
| 802.002 Accounting Services | |
| 802.003 Quickbooks Subscription | 2,918.50 |
| 802.004 IT Services | 1,803.36 |
| 802.006 QuickBooks Payments Fees | 3,878.68 |
| **Total for 802.000 Acct and App Fees** | 145.54 |
| 803.000 Legal Expenses | **$8,746.08** |
| 805.000 Dues and Subscriptions | 2,254.00 |
| 807.000 Nursery and Certification Fees | 1,300.00 |
| 810.000 Board Member Stipend | 100.00 |
| **Total for 801.000 Professional and Contractual Services** | 2,680.00 |
| 804.000 MI Sales Tax Expense | **$15,080.08** |
| 850.000 Communications | 6,415.80 |
| 850.001 Office Phone | |
| 850.002 Cell Phone | 2,338.57 |
| **Total for 850.000 Communications** | 461.96 |
| 860.000 Transportation | **$2,800.53** |
| 860.001 Lodging | $1,573.82 |
| 860.002 Meals | 286.00 |
| 860.003 Vehicle General Expenses | 373.36 |
| 860.004 CTAP Travel | 5,661.26 |
| | 144.60 |

# Delta Conservation District
Profit and Loss
October, 2025-September, 2026

| | Total |
|---|---|
| **Total for 860.000 Transportation** | **$8,039.04** |
| 880.000 Community Promotion | |
| 880.001 Community Gardens | -57.04 |
| 881.000 Annual Meeting Expenses | 1,211.79 |
| 882.000 Outreach Meals | 82.38 |
| 886.000 Promotion, Advertising, Marketing | 2,059.90 |
| 887.000 Website Expenses | 141.00 |
| **Total for 880.000 Community Promotion** | **$3,438.03** |
| 900.000 Printing and Publishing | |
| 900.002 Tree Sale Mailing | $55.97 |
| **Total for 900.000 Printing and Publishing** | 1,350.00 |
| 940.000 Rentals | **$1,405.97** |
| 941.000 Vehicle Rental | |
| 943.000 Storage Rental | 0.00 |
| **Total for 940.000 Rentals** | 1,020.00 |
| 955.000 Training | **$1,020.00** |
| 955.001 MACD Conference | |
| 955.002 Professional Development | 2,795.36 |
| 955.003 CTAP Training Expense | 1,431.42 |
| **Total for 955.000 Training** | 317.00 |
| 960.000 Shipping, Freight, and Delivery | **$4,543.78** |
| 961.000 Bank Service Fees | 192.18 |
| 962.000 Credit Card Processing Fees | 24.00 |
| 963.000 Miscellaneous | 0.00 |
| **Total for 800.000 OTHER SERVICES AND CHARGES** | 0.00 |
| **Total for 700.000 EXPENSES/EXPENDITURES** | **$42,959.41** |
| 718.006 EXPENSES/EXPENDITURES | **$397,043.38** |
| PERSONNEL SERVICES | |
| Fringe Benefits | |
| Employer Payroll Tax Expense | |
| Employer MI Unemployment Tax | 1,242.00 |
| **Total for Employer Payroll Tax Expense** | **$1,242.00** |
| **Total for Fringe Benefits** | **$1,242.00** |
| **Total for PERSONNEL SERVICES** | **$1,242.00** |
| **Total for 718.006 EXPENSES/EXPENDITURES** | **$1,242.00** |
| 726.000 SUPPLIES | |
| 726.001 Office Supplies | 3,219.47 |
| 726.003 Maintenance Supplies | 71.19 |
| 726.004 Tree Sale Supplies | 49,872.43 |
| 726.005 Native Plant Supplies | 2,587.74 |
| **Total for 726.000 SUPPLIES** | **$55,750.83** |

# Delta Conservation District

Profit and Loss

October, 2025-September, 2026

| | Total |
|---|---|
| 959 CTAP Cost-share Expense | 1,201.48 |
| **Total for Expenses** | **$455,237.69** |
| **Net Operating Income** | **-$19,990.80** |
| Other Income | |
| 672.000 OTHER REVENUE | |
| 672.003 Refunds and Rebates | 1.00 |
| 672.004 Land/Cabin Rental/Lease | 1,500.00 |
| 672.008 Air Lease | 328.70 |
| **Total for 672.000 OTHER REVENUE** | **$1,829.70** |
| **Total for Other Income** | **$1,829.70** |
| **Net Other Income** | **$1,829.70** |
| **Net Income** | **-$18,161.10** |

# Delta Conservation District

Statement of Cash Flows

October, 2025-September, 2026

| Account Name | Total |
|---|---|
| OPERATING ACTIVITIES | |
| Net Income | -18,161.10 |
| Adjustments to reconcile Net Income to Net Cash provided by operations: | |
| 000.040 Accounts Receivable | 2,623.13 |
| 000.202 Accounts Payable | -13,897.52 |
| 131.00 Due from other Organizations | 0.00 |
| 204 Nicolet Bank Mastercard | -321.28 |
| 228.001 Due to State of Michigan | 3,347.41 |
| 228.001 Due to State of Michigan:State Income Tax WH | -2,936.49 |
| 228.001 Due to State of Michigan:State Income Tax Withheld | -1,444.53 |
| 228.020 State of Michigan Payable | -238.38 |
| 228.025 Due to State of Michigan | -1,167.91 |
| 228.025 Due to State of Michigan:Unemployment Tax WH | 1,337.97 |
| 228.025 Due to State of Michigan:Unemployment Tax Withheld | -282.00 |
| 229.000 Due to Federal Government | -852.51 |
| 229.001 Due to Federal Government | -3,060.61 |
| 229.001 Due to Federal Government:Fed Income Tax WH | -5,227.22 |
| 229.001 Due to Federal Government:Federal Income Taxes Withheld | 5,538.98 |
| 229.002 Due to Federal Government:Social Security Taxes | -4,032.90 |
| 229.003 Due to Federal Government:Medicare Taxes | -943.18 |
| 229.004 Due to Federal Government:Unemployment Taxes | 0.00 |
| 234.000 Payroll Deductions | 0.00 |
| Direct Deposit Payable | 0.00 |
| Payroll Liabilities:MERS Employee Contribution | 0.00 |
| **Total for Adjustments to reconcile Net Income to Net Cash provided by operations:** | **-$21,557.04** |
| **Net cash provided by operating activities** | **-$39,718.14** |
| FINANCING ACTIVITIES | |
| 000.390 Opening Bal Equity | 0.00 |
| **Net cash provided by financing activities** | **$0.00** |
| **NET CASH INCREASE FOR PERIOD** | **-$39,718.14** |
| **Cash at beginning of period** | **$1,062,535.48** |
| **CASH AT END OF PERIOD** | **$1,022,817.34** |

DELTA CONSERVATION DISTRICT

Delta Conservation District
2003 Minneapolis Ave, Gladstone MI 49837
906-553-7700 deltacd@deltacd.org www.deltacd.org

DRAFT

# Delta Conservation District
# COMMUNITY CONSERVATION GRANT PROGRAM - 2027

The Delta Conservation District (DCD) is excited to announce the 2027 Community Conservation Grants Program is now accepting applications for its 2027 cycle. Grants are available to the public for conservation related projects to be implemented in Delta County. DCD anticipates allocating up to $10,000 in total funding, distributed across up to five projects in Delta County. Grants will range between $500 - $2,000 for each project. Projects must be based in Delta County. DCD seeks proposals for projects that promote thoughtful conservation stewardship for current and future generations.

Examples of eligible projects include, but are not limited to:

- **Hands-On Education & Service:** Outdoor natural resource programs or community service projects.
- **Habitat & Water Protection:** Natural shoreline restoration, riparian buffer plantings (trees or native vegetation), and municipal native planting projects.
- **Public Education:** High-visibility natural resource or agriculture-themed exhibits and displays.

Prior to completing your application form, **please review the criteria for the grant program as well as the summary of the follow-up procedures and Final Project Report required of all recipients of a Community Conservation Grant. Please review this information carefully as it will be valuable when designing your project and submitting your application**. In particular, please note the deadlines and signatures required for the application. Improperly completed or incomplete applications will not be considered for funding. Each applicant may request up to $2,000 in support, but DCD reserves the right to reduce the amount requested if it deems the proposed project cost isn't appropriate.

**The application deadline is November 30, 2026, 4:30pm. Late applications will not be accepted.** Only electronic submissions through e-mail will be accepted. All applicants will be notified if they are or are not recipients of an award no later than January 31, 2027. Awardees will receive their funds at the start of the project period and must have all funds spent by November 30, 2027. If you have any further questions pertaining to the grant application process, please email DCD District Manager, Steve Benoit at steve.benoit@macd.org.

Good luck and thank you for your interest in the Community Conservation Grant Program!

DELTA CONSERVATION DISTRICT

Delta Conservation District
2003 Minneapolis Ave, Gladstone MI 49837
906-553-7700 deltacd@deltacd.org www.deltacd.org

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# Delta CD Community Conservation Grant Criteria

Below is a list of criteria which must be met by applicants to be considered for a Community Conservation Grant. Please use these criteria to develop your grant proposal.

The submitted proposal must contain a completed application responding to each section. The written proposal should not exceed 3 pages, excluding plans, sketches, pictures and letters of support. The application should use Times New Roman Font, no less than 11 pt. font with 1-inch margins. Proposals can be submitted in PDF or Microsoft Word format. **Please follow the order of the application below to assist with the evaluation of your submission**.

1. **Eligible applicants include:** local school districts, school groups, private landowners, Native American tribes and tribal departments, libraries, townships, local municipalities, non-profit organizations, lake associations, and other community groups. *Groups cannot have any political affiliations.*

**Ineligible applicants include:** State and Federal government agencies, public universities and colleges, Delta CD employees, and Board members.

*** Organizations outside of Delta County will be considered if project is conducted within Delta County*

2. **Match Requirement:** The minimum required match for the project is 20%. Match can be in cash to the project or in-kind services to the project. More matches are welcome and encouraged. Match over 20% will be considered favorable to your application. Match can be from any source including local, State, and Federal funds, but must be tracked by fund type.

3. **Proposals will be evaluated on:**

A. The positive impact on the community promoting conservation and stewardship.
B. The short term and long-term goals of the project
C. The overall feasibility of the project within the timeframe available
D. The ability for the maintenance of project into the future

*i.e., what maintenance requirements are necessary to sustain the project in the future and who will be responsible for managing them?*

E. The provisions for promotion of your project to the public

4. **Project Priorities (WILL CHANGE WITH RESULTS OF CNA):** The following priorities are listed in order of priority for funding. Other projects outside of these priorities can be submitted and considered.

1. Hands on outdoor natural resources education program or service projects
2. Natural shoreline protection, or riparian buffer (trees or native plants/grasses)
3. High visibility native planting projects by city, townships, villages, or municipalities using trees, native perennial plants, or natural resources/agriculture themed educational displays/exhibits.

***- Groups and organizations may apply for this project with city, township, village, or municipality permission***

5. **Funding Restrictions:**
   A. Applicants may request up to but no more than $2,000 for project support.
   B. Monies received may be used for conservation/education projects related to the improvement of the environment/natural resources within Delta County that are aligned with the district's priorities previously listed. Other projects may be proposed, but priority will be given to projects meeting the priorities above.
   C. **Non-eligible** expenses include equipment totaling over $200, travel costs, salaries, fringes, overhead, permitting, or for projects required by legal order. An accounting of all monies must accompany the Final Project Report.

6. **Activity Requirements**
   A. Any activities that include planting must use native species.
      *If planting is proposed in application a species list must be included in the application and approved by DCD.*
   *B.* Establishment of pollinator gardens, rain gardens, natural shoreline protection, riparian buffers, or erosion control projects can be implemented on public or private property.
      *Applications must include pictures with an area measurement of the work area(s). Deviation outside of the work site must be pre-approved by DCD.*
   C. Erosion control projects should utilize natural methods.
      *DCD will not fund seawalls, or stone walls, however stones can be utilized within the overall project.*
   D. Projects that include research/ experimental aspects will not be considered for funding.

7. **Reporting Requirements:**
   A. A written final project report on the work completed, including pictures, is required of all grant recipients. This report (see the following final project report outline) should be submitted no later than December 30, 2027, to DCD. The report should have no less than 10 good quality photos that may be used on the DCD website, social media, and in DCD publications to showcase our grant projects. The report and photos need to be submitted electronically to DCD District Manager at steve.benoit@macd.org.

8. **Publicity Notice:**
   A. All publicity generated for and received by the project must acknowledge the Delta Conservation District (DCD) as the funder or partial funder. All signs/published materials associated with the project are **required** to include the DCD logo and acknowledgment of DCD as a funder of the project. All projects are **required** to include a permanent project sign about the project and acknowledge DCD as the funder with the DCD logo. All permanent signage needs approval by DCD before printing.
      - **Suggested funding acknowledgement:** *This project was funded by the Delta Conservation District.*

9. **Application Submission:**
   A. **Application materials are due to DCD by 4:30pm November 30, 2026.** Application materials and all other supporting documents should be emailed to: steve.benoit@macd.org. Applicants will be notified by email when their application is received. If you do not receive an email that DCD received your application within 72 hours of submission, please call us at 906-553-7700. **Late Applications will not be accepted.**

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# Delta Conservation District Community Conservation Grant Application

***Please review the Conservation Grant Criteria before completing this application.*** *Applications should not exceed 3 pages, not including the location map, drawn plan, pictures and letters of support.*

**Your application should follow the exact order of the information outlined below.**

Grant Title: _____

Grant Applicant Organization: _____

Organization mailing address:

_____

Grant Coordinator Name: _____ Phone: _____

Grant Coordinator Email: _____

Amount requested from Delta Conservation District: _____

Match Provided (20% minimum): _____

Total dollar amount of the project(Grant + Match): _____

Has your organization worked with DCD before?

*If so, how? :*

_____

_____

**Project Description** - Explain the goals of the project, the direct deliverables, and how those actions meet the focus of the grant. How did this project become a priority for you? How does this project fit into your overall plan or mission? How does this project positively impact the environment on and off your location?

**Project Timeline** – Explain the timeline of the project. Bullets or a table may be used here. Be very clear as the timeline of the project is short and the project must be complete by November 30, 2027. Include the goals in the timeline and when they will be complete.

**How will the project benefit the public and the environment?** Even if the property is completed on private property the project should benefit the public in one way or another. The applicant should provide why this project is important to the public and how it benefits the public.

**Who will maintain the project after its completion?** What maintenance requirements are necessary to sustain the project in the future and who will be responsible for managing them? - *Think beyond the first year or two*

**Why should we fund your project over others?** What makes your project important and relevant to Delta County and aligns with the mission of the Delta Conservation District?

**How will your project be promoted to the public?** Provide details about how you will promote your project to the public during the grant timeframe and past the project timeline. **Remember to include permanent signage in your budget!*

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# Budget

*(Not included in your page limit)*

Please provide a detailed budget for your project including a description of any matching funds that will be used specifying how much and who provides financial support.

- *You may add additional lines as needed. If needed the budget can be attached as a separate document*
- *Permanent signage with DCD logo and acknowledgement is required for all projects.*

| 2027 DCD Conservation Grant Budget | | | | |
|---|---|---|---|---|
| **Grant Funds Requested** | | **Grant Match - 20% Required** | | |
| **Equipment - Max $200 Total** | | **Source** | **Description** | **Amount** |
| **Description** | **Amount** | | | |
| | | | | |
| | | | | |
| | | | | |
| **Supplies & Materials** | | | | |
| **Description** | **Amount** | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| **Other** | | | | |
| **Description** | **Amount** | | | |
| | | | | |
| | | | | |
| **Total** | **$0.00** | **Total** | | **$0.00** |

| | |
|---|---|
| **Grant Funds Requested** | $0.00 |
| **Grant Match Provided** | $0.00 |
| **Grant Total (Grant funds + Match)** | $0.00 |

Please explain any budget items that may need additional information:

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## Additional Information for Application

*(Not included in page limit)*

1. On a separate attachment include a simple sketch of the project, photos and any other information that will help us visualize what you will accomplish/where you are working.
    - *Education projects should provide a detailed plan and topics with the number of students/public impacted and number of hours of education provided instead of a sketch.*
    - *Give the specific county and address.*
    - *Include a North arrow the drawing.*
    - *Show where the project is located on the property.*
    - *Show location for specific plants/plant groupings.*
    - *Where are the water, roads, paths, buildings?*
    - *Drawing needs to provide context and content. Pictures of the site are helpful in showing the site but are not an acceptable substitute for a drawing.*

2. On a separate attachment include a drawing of what educational signs (if any) will look like, the size of the sign, and topics must be provided.

3. The following should also be included as attachments as supporting documents:
    - Statement of permission to use the land being considered. Public land needs permission from an authorized official.
    - Letters of support from the target community. At least two letters from people outside the project leadership but knowledgeable of the project's goals showing administrative support and community support.
        - Projects on private property should include a letter of support from the landowner or a letter from your technical assistance provider who recommended the project.

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# Project Authorization/Authentication

I understand that the awarding of grants and their amounts shall be the sole discretion of the Delta Conservation District Board or its designees. I also understand that all applications, reports, and pictures become the property of the DCD. Should this project be awarded funding, DCD has the right to disseminate the project application, or an abbreviated description thereof, the final report, its underlying concepts, and/or ideas. If awarded a grant, I agree to abide by all DCD criteria governing its grant program and will acknowledge this funding source in all publicity and/or publications resulting from the project.

I further agree that if awarded I must complete the project by November 30, 2027, and submit a final report on the project by December 30, 2027, and that the final report will include a detailed accounting of all funds expended with receipts.

The Delta Conservation District, its sponsors and/or any of its agents/officials, shall assume no responsibility or liability for claims of damage of any kind to property or for claims of injury to any person in connection with a grant.

Project Coordinator Signature _____ Date _____

I have reviewed the completed application and wholeheartedly support this project (School Superintendent, Principal, Property Owner, Organization President, etc.).

Official's signature_____ Date _____

Printed name _____Title _____

**Application must be received by November 30, 2026.**

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# DELTA CONSERVATION DISTRICT COMMUNITY CONSERVATION GRANT FINAL PROJECT REPORT
## Due December 30, 2027

As follow up to our funding and in order to help future grantees improve their overall success, the Delta Conservation District requests a Final Project Report by December 30, 2027. In addition to answering the questions below, please provide photo documentation from before, during and after the project implementation.

A. List your goals from the original proposal and describe your success with each goal.
B. List specifics on how DCD funding was spent.
C. What were your biggest challenges?
D. What are the plans for maintaining the project for the coming years?
E. How has the project impacted the environment and/or the public?
F. Detailed budget breakdown of each expense with a copy of the receipt for each purchase.
G. If you had an education program/project, please provide a breakdown of the attendance for each event.
H. Do you have any comments or constructive criticism for the Conservation Grants process? Can we do better in 2028?
I. Attach copies of any publicity given to the project.
J. **Please separately attach at least (More is better!) 10 good photos of the project, especially of the installation and end result. They can be photos used in the report PDF, but should be separate .jpg, .gif or .png files so we can use them in our own documents.**

The final report must be completed by responding to each section as a narrative. The final report should use Times New Roman Font, no less than 11 pt. font with 1-inch margins. Final reports should be submitted in .PDF or Microsoft Word format.

DELTA
CONSERVATION
DISTRICT

# Report from District Manager

## Stephen Benoit

## October 13 2026, Board Meeting

- Ben Pay
- Fischer Insurance - Discussion
- CNA

## Accomplishments

- Fall Plant Sale – Successful! Extra trees sold.
- Emily started onboarding and Emily is already jumping on projects.
- Gladstone Downtown days booth had a great deal of visits with a good number of questions.
- Great meeting on the MISG Grant
- FY26 Quarterly Reporting Complete

## Future Outreach Plans

- Staff will be meeting in October to plan FY27 outreach events.
- UP Ice Fishing and Hunting Expo
- Bird Wreath Making Workshop
-

## Meeting Attendance

- County Commission Meeting
- Emily – Delta County Parks and Rec
- Legislative Meeting
- Managers Round Table
- Continued Onboarding with Rachael Guth

### Upcoming Events and To Do

- ✓ October 5, Grant Quarterly Reporting Deadline
- ✓ Escanaba Highschool Carrer Fair, October 20
- ✓ Gladstone Highschool Career Fair, October 21
- ✓ UP Ice Fishing and Hunting Expo, November 6 and 7
- ✓ Bird Wreath Making, TBD

# September FAP Report
# Ben Marchant – District Forester

## Tree Farm Inspections

I verified and approved 2 Tree Farm properties in Delta County totally over 500 acres

## QFP Verifications

MDARD is wrapping up the fiscal year and sending out many last-minute verifications. This month I verified 500 acres of prospective Qualified Forests

## Upcoming Events

SAF National Convention Tacoma, WA Oct. 5-10

I will be attending the Society of American Foresters National Convention in Washington for 5 days, representing Michigan Tree Farm

MACD Annual Convention Lansing, MI Oct 20-22

Steve and I will be attending the annual conference in Lansing for training and networking

## Site Visits

I covered 942 acres across Delta and Schoolcraft counties. Service requests included tree health assessments, consulting forester referrals, cost share programs and QFP

## Continuing Education

This month I earned 10 continuing forestry education credits (CFE's) by watching SAF approved webinars, furthering my knowledge in invasive species, cost share programs, timber markets, and more.

MICHIGAN FORESTRY Assistance Program

DELTA CONSERVATION DISTRICT

| MDARD FAP Monthly Metrics | Q1 | | | Q2 | | | Q3 | | | Q4 | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Total | Goal |
| Landowner site visits | 2 | 0 | 2 | 3 | 3 | 1 | 1 | 14 | 9 | 5 | 3 | 11 | 54 | 100 |
| Landowner site visits - Acres | 550 | 0 | 60 | 564.5 | 296 | 120 | 2 | 2948 | 705 | 321 | 562 | 942 | 7070.5 | 10,000 |
| Qualified Forest Program (QFP) Enrollment Verifications | 3 | 1 | 0 | 0 | 0 | 0 | 2 | 3 | 3 | 0 | 2 | 6 | 20 | 30 |
| Qualified Forest Program (QFP) Enrollment Verifications - Acres | 421 | 77.5 | 0 | 0 | 0 | 0 | 162.5 | 207 | 210 | 0 | 240 | 500 | 1818 | 2500 |
| Referrals, Total Private Sector | 0 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 2 | 3 | 3 | 14 | 50 |
| Referrals, Total Public Sector | 0 | 1 | 0 | 3 | 0 | 2 | 1 | 0 | 3 | 7 | 9 | 2 | 28 | 60 |
| Outreach Events Hosted | 1 | 0 | 1 | 1 | 1 | 2 | 1 | 2 | 1 | 2 | 4 | 1 | 17 | 12 |
| Outreach Attendance | 100 | 0 | 33 | 10 | 1065 | 56 | 712 | 350 | 100 | 50 | 390 | 7 | 2873 | 500 |
| American Tree Farm System (ATFS) Inspections | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 5 | 1 | 0 | 1 | 2 | 11 | 5 |

# CONSERVATION TECHNICAL ASSISTANCE PROGRAM

*Michigan Agriculture Environmental Assurance Program (MAEAP) & Regenerative Agriculture Program (RAP)*

Conservation Technician: Holly Moss, Delta Conservation District

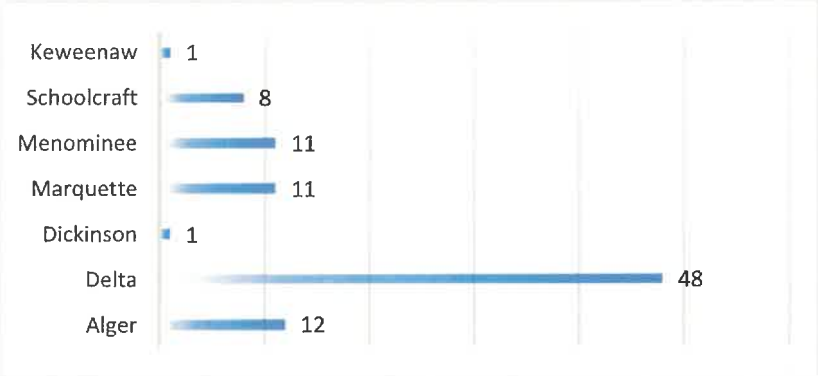
Fiscal Year 2026 ~ SEPTEMBER (YEAR END)

Covering: Alger, Delta, Dickinson, Marquette, Menominee and Schoolcraft Counties

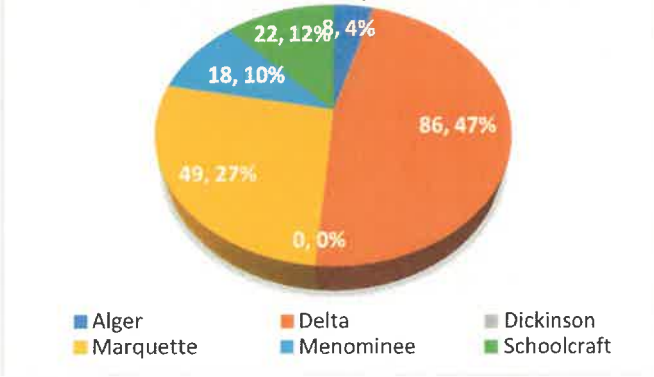
Overall, FY26 was a successful year.

| *MDARD Monthly Tracker* | Q1 | | | Q2 | | | Q3 | | | Q4 | | | TOTALS | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | # To Date | Goal |
| Completed Risk Assessments | 1 | 4 | 0 | 0 | 5 | 10 | 3 | 4 | 4 | 0 | 0 | 1 | 32 | 25 |
| Completed Risk Reductions | 7 | 5 | 5 | 2 | 8 | 39 | 5 | 14 | 0 | 3 | 10 | 3 | 101 | 100 |
| New verifications | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 2 | 0 | 8 | 7 |
| Reverifications | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 11 | 10 | 0 | 25 | 18 |
| Soil Health Assessments * | 0 | - | - | - | - | - | - | 0 | 15 | 3 | 0 | 0 | 18 | 18 |
| Soil Health Tests* | 0 | - | - | - | - | - | - | 0 | 15 | 3 | 0 | 0 | 18 | 18 |
| Soil Health Management Plans | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 1 | 0 | 0 | 4 | 4 |
| Farm, Site, Office Visits | 6 | 2 | 3 | 3 | 8 | 9 | 5 | 9 | 11 | 18 | 14 | 4 | 92 | 50 |
| Outreach Activities/Field Days | | | | | | 1 | 2 | 1 | 1 | 1 | | 3 | 9 | 2 |

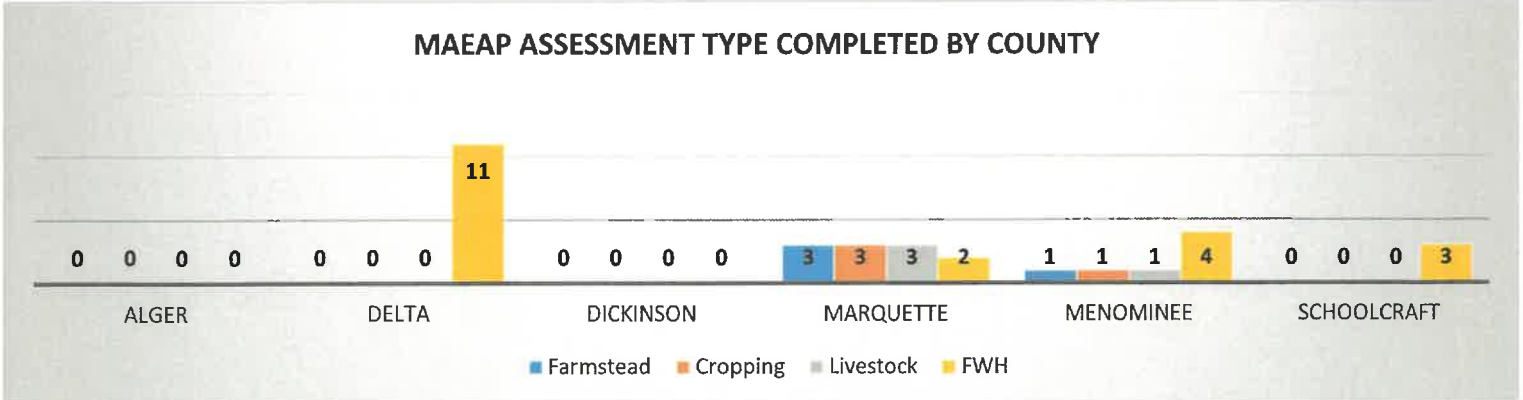
**TOTAL FARM, SITE, OFFICE VISITS BY COUNTY**




**Risk Reductions Completed Per County**

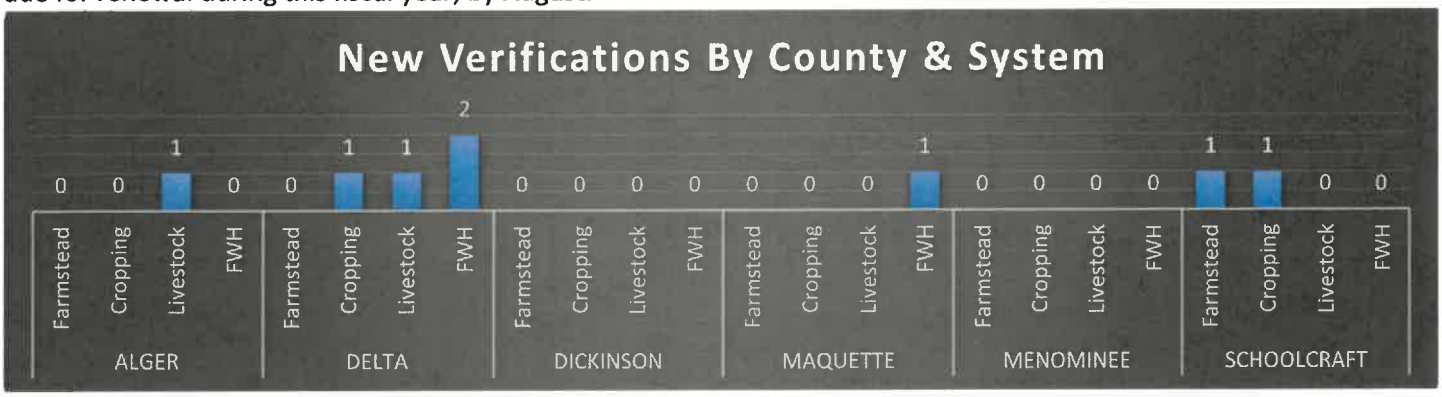


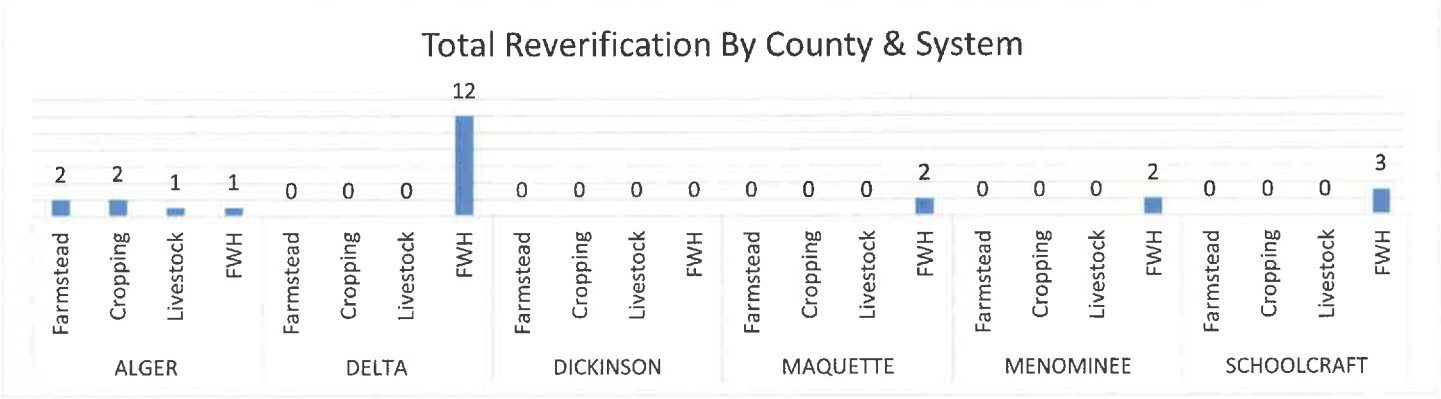

**MAEAP ASSESSMENT TYPE COMPLETED BY COUNTY**



## VERIFICATIONS (MAEAP)

This year has been particularly busy as we worked to address the previous year's backlog created when the Lean Processing Project initiated by MDARD in FY25 temporarily halted many verification and reverification activities. The MDARD Field Coordinator and I successfully completed all outstanding backlog verifications, as well as all verifications due for renewal during this fiscal year, by August.



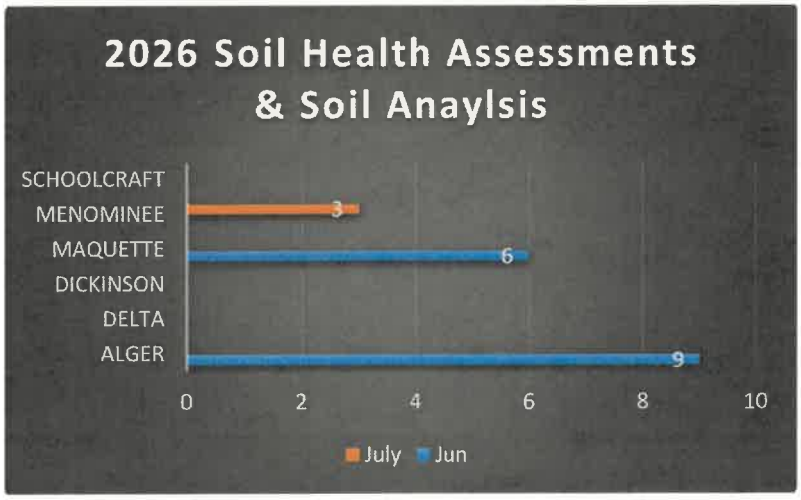




## MAEAP COST-SHARE SPENT TO DATE ($1,200)

- $600.00 – 10 Water Testing kits (Bacteria & Nitrates) from White Water Associates.
- Weather Stations, Soil Probe, Eye Wash for Spill Kits; Non-Potable Water Signs for Livestock Watering Facilities $601.48
- Total: $1,201.48

## REGENERATIVE AGRICULTURE

**Soil Health Assessments & Sampling –** The last assessment was conducted in July. August was primarily dedicated to catching up on MAEAP-related activities. I am hopeful that at least one assessment and sampling event can be completed in October before soil temperatures become too cold for effective sampling.




**Soil Health Management Plans (SHMP):** All four Soil Health Management Plans have been completed and submitted to the MDARD Field Coordinator for review. The remaining two plans, which are for producers in Delta County, still need to get through the review process.

## MEETINGS/TRAININGS

- August 3rd, 10th, 17th 25th & 31st – Northern CTAP Group Meetings.
- August 17th – MDARD CTAP Office Hours
- August 26th - Delta CD's Annual Meeting
- September 14th & 28th – Northern CTAP Group Meetings
- September 21st – CTAP FY27 Kickoff and Grantee Webinar

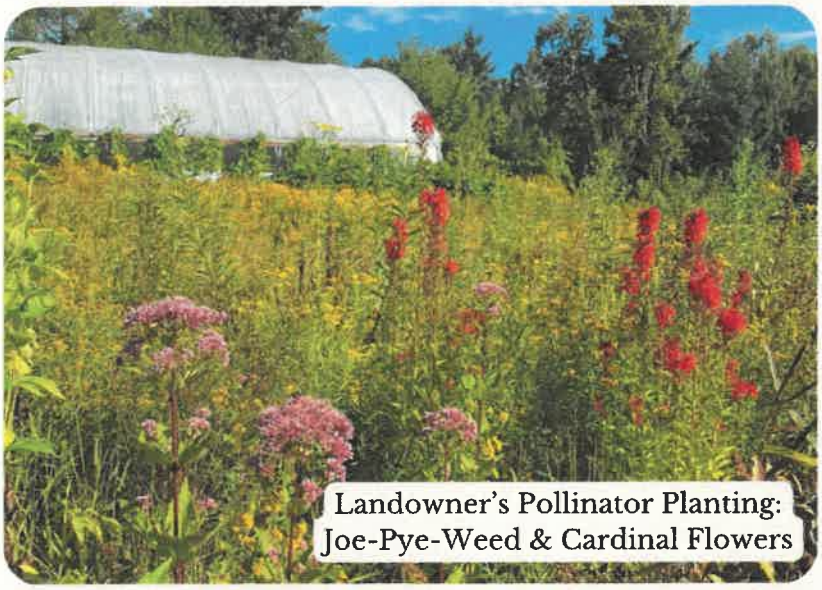
## OUTREACH EVENTS

- August 26th – Delta CD's Annual Meeting, over 100 attendees
- Sept 1st - UP Potato Field Day, 60 attendees
- Sept 4TH – The District Forester, Mike (NRCS) and I provided an educational training for the MSU IAT Forestry Class. We held this event at the Conservation District Property.
- Sept 12th - Forestry and Wildlife Field Day, MSU FIC, 112 attendees

Side Note:
I am pleased to share that the CTAP grant has been renewed for an additional three years. I look forward to continuing our collaboration with our partners through MAEAP and regenerative agriculture efforts.

# MONTHLY REPORT - SEPTEMBER

HALEY VAN HUIS-SOERENS, CTAI CONSERVATIONIST



Landowner's Pollinator Planting: Joe-Pye-Weed & Cardinal Flowers

## MEETINGS ATTENDED

- Gladstone FO Staff Meeting
- Local Work Group Meeting
- eShepherd Webinar: Virtual Fencing

## TIME USAGE ANALYSIS

MEETINGS 3%

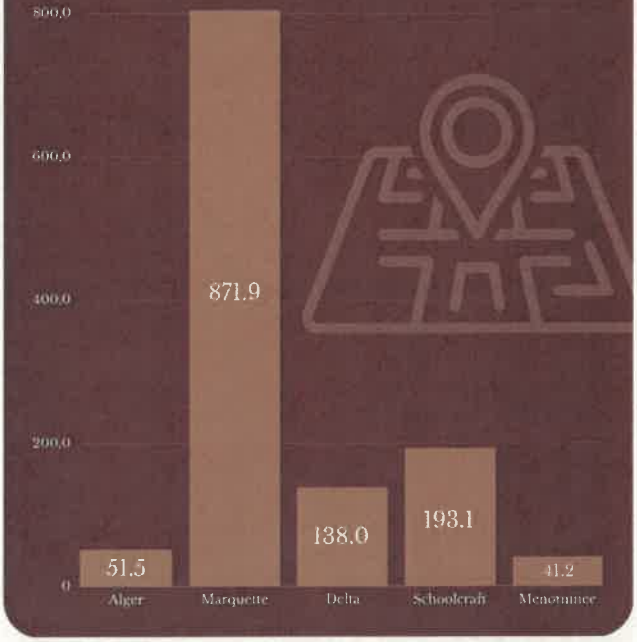
SITE VISITS 32%

ADMINISTRATIVE 65%

Plains Coreopsis

## 12 Site Visits in September

## 1,228 Acres Visited

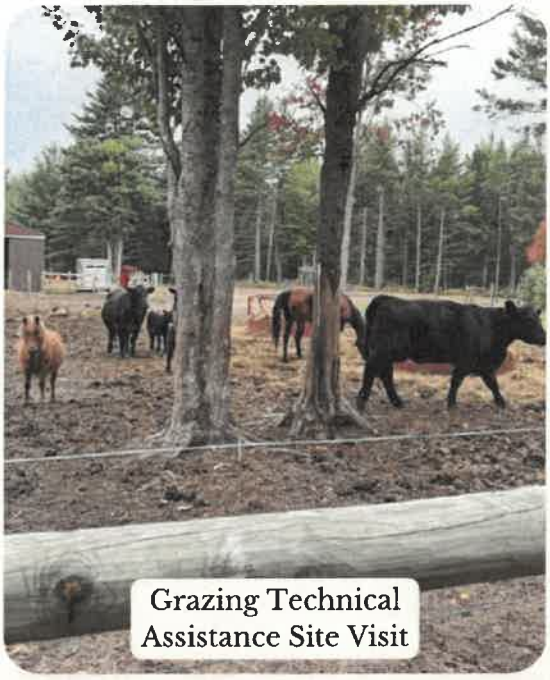


Huge Brush Pile & Misa for Scale

## 88

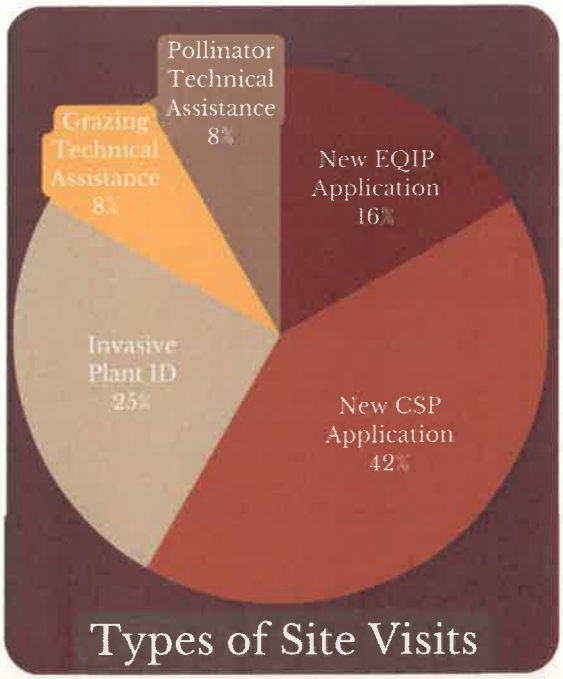
Hours Worked in Marquette's Field Office

Katie (Gladstone Soil Con) & a Chicken of the Woods Find !



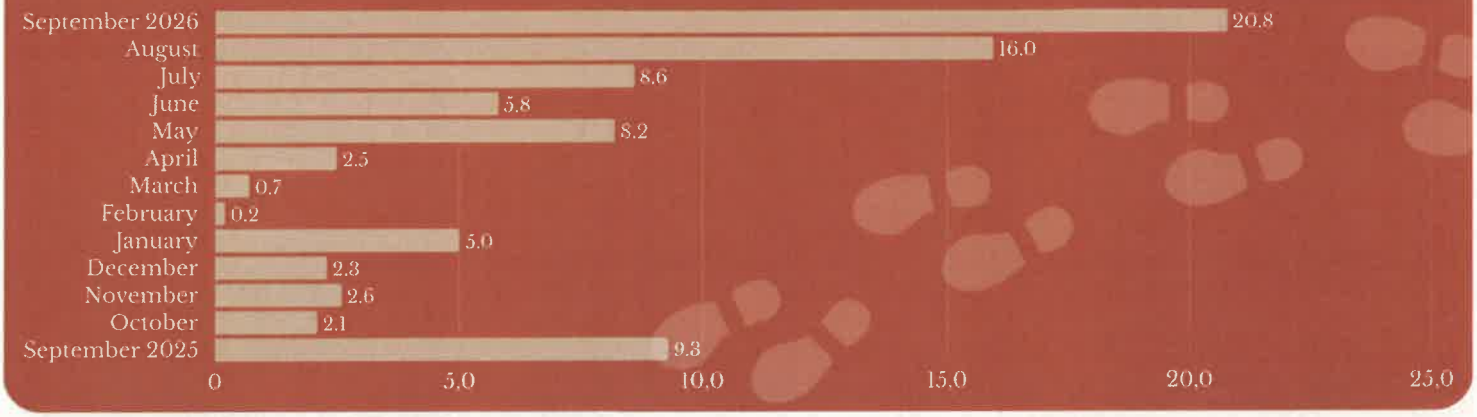
Grazing Technical Assistance Site Visit

Swamp Aster




Types of Site Visits

## Miles Walked on Site Visits



Flagging Autumn Olive Bushes for Removal

Common Loon

Sharp-Lobed Hepatica

Landowner Project: Thinning for Forest Health

Delta Conservation District

September FY2026

Rhonda Reiffers, CTIA Program Support Assistant

CSP and EQIP obligations are completed. Preparation for CSP payments has begun.

NRCS related meetings and activities included:

- Area Staff meeting
- Local Work Group meeting
- NRCS FO Staff meeting
- Excellence in Customer Service Training

Daily Reporting Activities/Tasks:

Application Assistance, Communications and Training, Contract Assistance, Field Office Admin, Mailing Request

Activity/Tasks Description:

Application Deferral Letters, Application Eligibility Review, Contract Approval Letters, Contract Compliance Letters, Contract Obligation Documents, Contract Obligation Review, Customer File Management, Customer Service Communication, Program Support, Unliquidated Obligation Certifications, Upload Documents to DMS

**Payments Paid FY26:**

CSP:

| MONTH | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY |
|---|---|---|---|---|---|---|---|---|
| COUNT | - | 33 | 86 | 84 | 14 | 9 | 1 | 1 |
| DOLLARS | - | 179,065 | 387,436 | 388,375 | 67,949 | 56,160 | 6,243 | 4,001 |

EQIP:

| MONTH | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| COUNT | - | - | 3 | 3 | 3 | 8 | 3 | - | 2 | 3 | 2 | - |
| DOLLARS | - | - | 30,659 | 6,864 | 7,774 | 22,406 | 11,984 | - | 4,967 | 12,755 | 5,844 | - |

**Total for payments that I submitted in FY26 for all of Area 1 = $3,662,274.82**

| Description | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Annual Practice Reminder Letters | | | | | | | | | | | | |
| Application Deferral Letters | | | | | | | | | | | | 9 |
| Application Eligibility Review | | | | | | | | 28 | 36 | 47 | | 6 |
| Application Preapproval Review | | | | | | | | 17 | | | | |
| Contract Approval Letters | | | | | | | | | 2 | 10 | | 2 |
| Contract Compliance Letters | | | | | | | | | | | | 169 |
| Contract Eligibility Letters | | | | | | | | | 9 | | | |
| Contract Obligation Documents | | | | | | | | 34 | 18 | 31 | 32 | 10 |
| Contract Obligation Review | | | | | | | | 14 | 7 | 37 | 11 | 7 |
| Contract Payments | | | | | | | | 1 | 2 | 2 | 2 | |
| Contract Payment Review | | | | | | | | 1 | 2 | 2 | 2 | |
| Contract Preapproval Letters | | | | | | | | 14 | | | | |
| CSP Obligation Checklists | | | | | | | | | | | | |
| Customer File Management | | | | | | | | 31 | 29 | 48 | 64 | 434 |
| Customer Service Communications | | | | | | | | 7 | 7 | | 2 | 22 |
| Events & Workshops | | | | | | | | | | | | |
| File Management | | | | | | | | 24 | 39 | | | |
| Mailing Request | | | | | | | | | | | | |
| MNFI Reports | | | | | | | | 1 | | | | |
| Modification Reviews | | | | | | | | | | | | |
| NRCS Field/Program Meetings | | | | | | | | 3 | 4 | 5 | 3 | 3 |
| NRCS Training Courses | | | | | | | | 4 | 1 | | | 1 |
| Other | | | | | | | | | | | 2 | |
| Program Support | | | | | | | | 19 | | 4 | 3 | 3 |
| Unliquidated Obligation Certifications | | | | | | | | | 14 | | | 14 |
| Upload Documents to DMS | | | | | | | | 390 | 142 | 627 | 153 | 247 |

**Obligations FY26:**

CSP:

| MONTH | JUL | AUG | SEP |
|---|---|---|---|
| COUNT | 26 | 9 | 3 |
| DOLLARS | 688,845 | 195,788 | 69,245 |

EQIP:

| MONTH | MAY | JUN | JUL | AUG | SEP |
|---|---|---|---|---|---|
| COUNT | 15 | 8 | 8 | 2 | 5 |
| DOLLARS | 75,533 | 46,453 | 64,445 | 18,903 | 68,680 |

**Total for obligations that I submitted in FY26 for all of Area 1 = $4,004,670**

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF AGRICULTURE
AND RURAL DEVELOPMENT

DR. TIM BORING
DIRECTOR

# Conservation Programs Unit
# Partner Report – October 2026

## Success Stories:

- Congratulations to Calhoun and Grand Traverse Conservation Districts for receiving $188,600 total funding from the DNR Fisheries Habitat Grants!
- Congratulations to Alpena-Montmorency CD for receiving a $7,000 grant from the Community Foundation for Northeast Michigan to implement the Hunter Harvest Program, to increase deer harvest while giving residents access to fresh venison! Many hunters, including farmers with disease control permits, informed the district that they would harvest more deer if they had a place to take them where they knew the meat would be used. At the same time, residents who are not hunters approached the district wanting fresh venison. The goal of this program is to connect these two groups, working with three processors in the area to help make the program successful.
- Congratulations to Alcona CD who was awarded $1,000 from Community Foundation for Northeast Michigan for their work cleaning up tree damage from the ice storm in March at the Herman Vogeler Conservation Area!
- Congratulations to Alpena-Montmorency CD for receiving $10,000 from the Alpena Area Convention and Visitors Bureau for a spring sapling give-away; they will be giving away 600, 5–8-foot sapling trees!
- Congratulations to Mason-Lake Conservation District for receiving $95,100 and one of the three DNR Wildlife Habitat grants to restore grassland habitat in Pere Marquette Conservation Park!

## Partner Updates / Reminders:

- 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 FY'27 Annual Business Plan is also due **October 5th**; please use the provided template for this document. FAP 4th quarter payment requests will still be submitted to MDARD-PSD-Grants@michigan.gov. Regional Coordinators have until October 9th at COB to process grant payments. Due to mandatory year end deadlines, any payments not processed by this deadline will enter the account payable process, which will significantly delay payment. If you foresee a problem with meeting the grant reporting due date, please discuss it with your Regional Coordinator ASAP. As a reminder, FY'26 grants must be closed out to execute FY'27 grants.

- Beginning November 1st, the MDA-ESD-Grants@michigan.gov will be replaced with an updated grants mailbox name. Please note this new email will be used for CTAP, CTAI, FAP, Conservation Specialist, and Operations grant reporting. Produce Safety grants will continue to use MDARD-ProduceSafety@michigan.gov. Grant reporting reminders will be updated to include the appropriate email. MDARD will announce the new email address name after FY'26 is closed out. Please continue to use the MDA-ESD-Grants@michigan.gov until further notice.

- MDARD is in the final approval process for FY'27 grant agreements. We appreciate your patience as we move through this process. Starting in FY'27, CTAP grant payments will be processed by Field Coordinators; therefore, they should be cc'd on reimbursement requests, and not Regional Coordinators. Also starting in FY'27, FAP payments will be processed within the Bureau of Environment and Sustainability, and submissions will be sent to MDA-ESD-Grants@michigan.gov, with a cc to the appropriate Regional Coordinator.

- FY'27 MDARD technical assistance grants will be sent to board chairs for e-signatures in mid-October once FY'26 close out activities have been completed. All grants should have an effective date of October 1st, 2026. Please reach out to your Regional Coordinator for questions.
    - Produce Safety and FAP FY'27 goals are due by **November 30th** – please review individual grants once available.
    - CTAP outputs, strategy, and plan of work are due by **November 30th**.
    - FY'27 FAP grants will be issued by the Conservation and Stewardship Division.
    - Produce Safety grants will again be issued by the Dairy, Feed, and Produce Division.
    - Regional Coordinators will continue to support conservation district implementation of all MDARD technical assistance grants, excluding CTAP which will be supported by Field Coordinators.

- FY'27 MDARD operating grants will also be sent to board chairs for e-signatures in mid-October. These will be funded at the same level of $40,000 per district.

- All FY'27 MDARD grants require the following to be submitted (only once per district for those with multiple MDARD grants) to MDA-ESD-Grants@michigan.gov, with a cc to your Regional Coordinator, for **grant execution** (see above for the November 1st email shift):
    1. FY'27 approved budget
    2. Cover letter of a completed FY'25 audit or an engagement letter for a FY'26 audit
    3. *Remember: grants with federal funding (CTAI, Produce Safety) also require the return of Attachment A*

- MDARD has announced that Evan Maulbetsch will serve as the new Soil and Agriculture Unit Field Coordinator for the Southeast region of the Lower Peninsula. Evan has worked as both a service provider and practitioner when it comes to Michigan agriculture, including service as a Climate Enablement Specialist supporting growers statewide with agronomic data platforms and on-farm software problem solving. He also has prior experience with Nutrien Ag Solutions where he helped farms with agronomic decision making. Evan can be reached at MaulbetschE@michigan.gov or (517) 512-0294.

- The MACD Fall Conference will be held **October 20th – 22nd** in Lansing. Agenda, registration, and hotel information can be found here. Attendance expectations for MDARD grant funded technical staff and managers include:
    - FAP foresters and managers – required to attend
    - Produce Safety, CTAP, and CTAI technicians and managers – optional but encouraged

## Educational Opportunities:

- 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:
    - **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**

- Invasive species pose a threat to Michigan's environment, economy, and sometimes even human health. The NotMISpecies webinar series will explore how agencies, universities and locally led organizations are working together to protect Michigan's natural resources through the Michigan Invasive Species Program. Recorded versions of all previous webinars are available:

  **Wednesday, October 21st, 9:00 - 10:00 EST**
  How'd That Get There? The Invasive Species Regulation Process in Michigan

- The MI Society of American Foresters fall conference will be **October 14-15th** in Marquette at Northern Michigan University's Northern Center.

- The Michigan Community Service Commission is offering free virtual volunteer management training this fall and continuing throughout 2027.

- The last of the MSU 2026 Governing Essentials Webinar Series will be:
  1) Ethical Public Service – **October 6th** 12:00 EST

- MSU is offering a Fiscally Ready Communities Webinar Series - Communicating Fiscal Risk and Prudent Decision Making:
  1) **November 12th** 2:00 EST or
  2) **December 10th** 10:00 EST

- EGLE hosts a monthly local leaders webinar series on how to address environmental issues in your community.

- MSU is also offering a new *monthly* series on Local Government Policy and Practices throughout 2026. This series will offer insights, tools, and research to help public sector leaders strengthen their communities.

## Fun Facts for Conservation Districts:

- Regarding MDARD technical grants, the primary function of the local advisory group or advisory committee (AC) is to serve as a platform for transparency, open and honest communication, and feedback from the public and private-sector stakeholders within the service area about the grant program's progress locally. The AC will meet at least annually to establish program goals, to evaluate progress towards accomplishing the current goals and set new priorities if necessary.
    - AC members will vary, depending on the program, but may include partnering CD(s), board directors, the private sector stakeholders, federal/state agency personnel, non-profit organizations, industry representatives, local NRCS representatives, the MDARD regional coordinator and program staff, etc.
    - AC meetings are required for the Forestry Assistance Program (FAP) and Produce Safety (PS) grants.
    - Review appropriate CTAP policies and procedures for guidance on annual planning for outputs, plan of work, and strategy and work with your Field Coordinator for planning purposes.

## Funding Opportunities:

- The Midwest Glacial Lakes Partnership announced their Lake Conservation Grant for projects benefiting glacial lake fish habitats, which include the chemical, physical, and biological components of the habitats that fishes found in glacial lakes use throughout their lives. Applications are due **October 9th**.

- NFWF announced their Southeast Michigan Resilience Fund RFP to help increase the resilience of communities and natural resources in Southeast Michigan by reducing the impact of stormwater, improving water quality, enhancing habitat, and increasing the usability of public space and natural areas. Applications are due **October 14th**.

- NFWF announced their Acres for America conservation program RFP for large landscape projects that conserve critical habitats for birds, fish, plants, and wildlife, connect existing protected lands to unify wild places and protect critical migration routes, and provide access for people to enjoy the outdoors and/or ensure the future of local economies that depend on forestry, ranching, wildlife and recreation. Applications are due **October 19th**.

- Michigan DNR announced the Invasive Species Grant (MISg) Program RFP to prevent, detect, and control invasive species in Michigan. Applications are due **November 1st**.

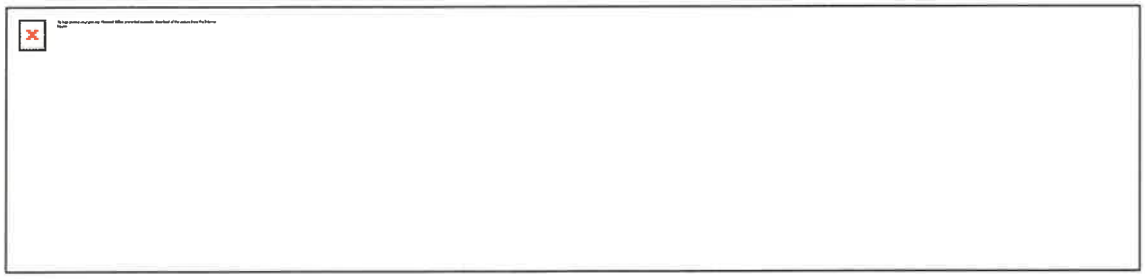
- Wildflower Association of Michigan (WAM) 2027 grant proposals are due **December 1st**.

- EGLE announced the Michigan Coastal Management Program grant funding opportunity to assist in the development of vibrant and resilient coastal communities through the protection and restoration of our sensitive coastal resources and biologically diverse ecosystems. Applications are due **December 18th**.

- NACD will announce the next round of funding for the Friends of NACD grant program in October. Keep an eye out on eResource for the full announcement, including the RFP and application link. Grants are open to all NACD dues-paying districts.

**Heather LeDuc**

**From:** Michigan Dept of Agriculture & Rural Development <MDARD@govsubscriptions.michigan.gov>
**Sent:** Friday, September 11, 2026 1:02 PM
**To:** Guth, Rachael (MDARD)
**Subject:** September 2026 Conservation Technical Assistance Program Grant Update



## September 2026

# In This Edition:


- General Grant Program Updates
- CTAP Quarterly Progress Report Updates for FY26–FY27
- Quick Reminder: FY26 CTAP Vacancy & Exit Survey Requirements
- Technician Spotlight: Steve Schaub
- Training and Events
- Program Updates from the Field
- Other Updates
- Follow-Up Questions or Suggestions?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# General Grant Program Updates

## Fiscal Year 2027 CTAP Grant Awardees

The Conservation Technical Assistance Program (CTAP) awarded 33 three-year grants totaling more than $3 million to single and multi-county conservation districts (CD). These awards will support 33 Conservation Technicians and result in more than 132,000 new and enhanced planned core practice acres annually.

Funding levels cover Fiscal Year 2027 (FY27) and reflect program priorities, needs and demonstrated impact, ensuring districts have the resources necessary to continue delivering high-quality technical assistance and producer

support for the Regenerative Agriculture Program (RAP) and the Michigan Agriculture Environmental Assurance Program (MAEAP).

CTAP awarded grants to:

- Allegan CD – $88,816
- Alpena-Montmorency CD – $81,679
- Berrien CD – $109,193
- Blue Water CD – $103,926
- Charlevoix CD – $117,238
- Clinton CD – $87,793
- Delta CD – $92,250
- Eaton CD – $79,558
- Genesee CD – $80,079
- Grand Traverse CD – $107,120
- Gratiot CD – $88,589
- Hillsdale CD – $82,981
- Huron CD – $84,845
- Ionia CD – $102,428
- Iron Baraga CD – $72,339
- Isabella CD – $98,037
- Jackson CD – $82,737
- Kalamazoo CD – $86,040
- Kent CD – $99,750
- Lapeer CD – $89,730
- Leelanau CD – $91,967
- Mason-Lake CD – $82,555

- Mecosta CD – $84,167
- Missaukee CD – $84,297
- Oceana CD – $89,864
- Ogemaw CD – $81,738
- Osceola-Lake CD – $84,923
- Ottawa CD – $80,649
- Saginaw CD – $84,959
- St. Joseph CD – $90,853
- Tuscola CD – $81,738
- Van Buren CD – $104,422
- Washtenaw CD – $136,253

Thank you for your continued leadership supporting Michigan's producers through conservation planning, technical expertise, and strengthened partnerships. FY27 funding will help ensure districts across the state remain equipped to deliver impactful, locally driven conservation assistance.

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# CTAP Quarterly Progress Report Updates for FY26–FY27

As we finalize Fiscal Year 2026 (FY26) Quarterly Progress Reports and prepare for FY27, several improvements have been made to the Performance Rating calculations. These updates reflect lessons learned since our first reports launched in January and support more consistent, accurate recognition of progress across all CTAP-funded work.

**Key Enhancements to Performance Ratings:**

**Cumulative Progress Adjustments (Q2–Q4)** Performance Ratings now better account for early achievement of Annual Output Targets:

- Meeting the Annual Output Target early results in "Meets Expectations" or "Exceeds Expectations," depending on quarterly activity.

- Exceeding the Annual Output Target allows ratings to reach "Outstanding" when additional progress is made.
- If cumulative totals are still below the Annual Output Target, quarterly Actuals are evaluated against that quarter's Milestone.

**Quarterly Targets Set to Zero** For outputs with a Quarterly Defined Target of zero, ratings adjust to acknowledge meaningful progress:

- Zero Target + Zero Actual = "Meets Expectations."
- Zero Target + Any Actual = "Exceeds Expectations" or "Outstanding," depending on alignment with Total Annual Actuals.

**RAP Soil Health Assessments & Sampling (Q1)** These outputs follow the same "Zero Target" rules in early quarters to ensure work completed ahead of schedule is appropriately credited.

**FY26: RAP Soil Health Management Plans (Q1–Q2)** Quarterly Targets, Actuals, and Ratings will be listed as "N/A" for Q1 and Q2, reflecting the fact that development and rollout began in Q3.

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# Quick Reminder: FY26 CTAP Vacancy & Exit Survey Requirements

As we wrap up FY26 and prepare for FY27, please remember the key steps involved when a Conservation Technician vacancy occurs.

**Vacancy Notifications** Conservation Technicians should notify their District Managers, complete required program data updates, and finish the optional exit survey before departure. District Managers must promptly report vacancies to their Regional Coordinator and determine whether the position will be refilled.

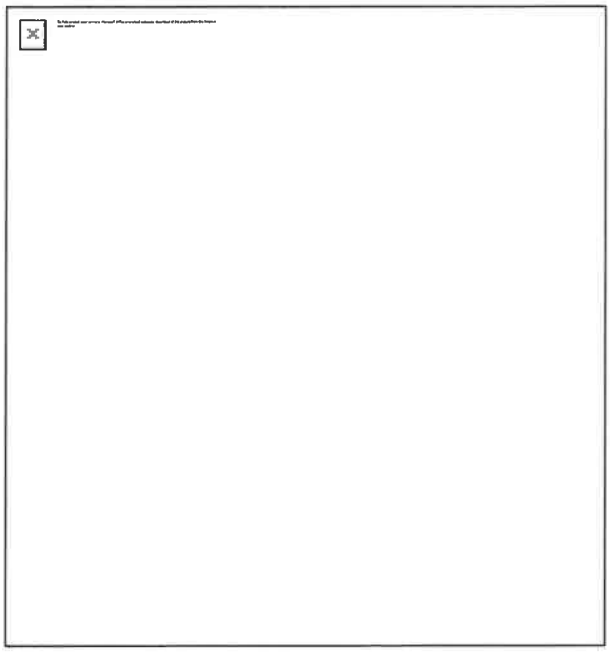
- FY 2026 CTAP Grant Vacancy Procedure

**Conservation Technician Exit Survey** An optional exit survey is provided to all departing technicians to gather insights on workload, resources, training, and program experience. Field Coordinators will distribute the survey within three business days of receiving notice of the technician's departure. The results of the survey will be reviewed to support continuous program improvement.

- FY 2026 CTAP Grant Technician Exit Survey Procedures
- CTAP Grant - Technician Exit Survey Questions

Thank you for helping maintain consistency, data integrity, and program quality across CTAP partnerships statewide.

# Technician Spotlight: Steve Schaub



*Steve Schaub*

This month, we're excited to highlight Steve Schaub, a long-time conservation leader and dedicated member of Michigan's agriculture and conservation community. Steve lives on his family farm in Lapeer County, where he enjoys working the land and hunting along the headwaters of the Flint River. After studying agronomy at Michigan State University, Steve spent several years in the landscape and horticulture industry in Oakland County before joining Tuscola Conservation District in 2007. Today, he also serves on the Board of Directors for Lapeer Conservation District, continuing his commitment to local stewardship.

With 19 years of conservation experience – first as a Michigan Groundwater Stewardship Program Technician, then a Michigan Water Stewardship Program Technician, MAEAP Technician,
and finally Conservation Technician – Steve has become a trusted resource for farmers, landowners, teachers, and students. He especially enjoys the variety his job brings, the chance to support conservation through both education and hands-on fieldwork, and spending much of his workday outdoors connecting with people across the community. After nearly two decades in his role, Steve achieved an exciting milestone this year by verifying his first greenhouse and his first blueberry farm.

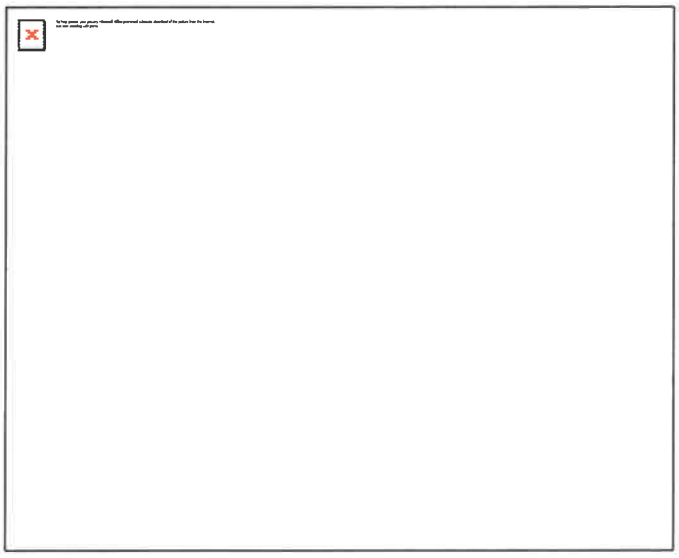
Fun Facts About Steve:

- Steve once experienced the White Nights in St. Petersburg, Russia—back when it was still called Leningrad.

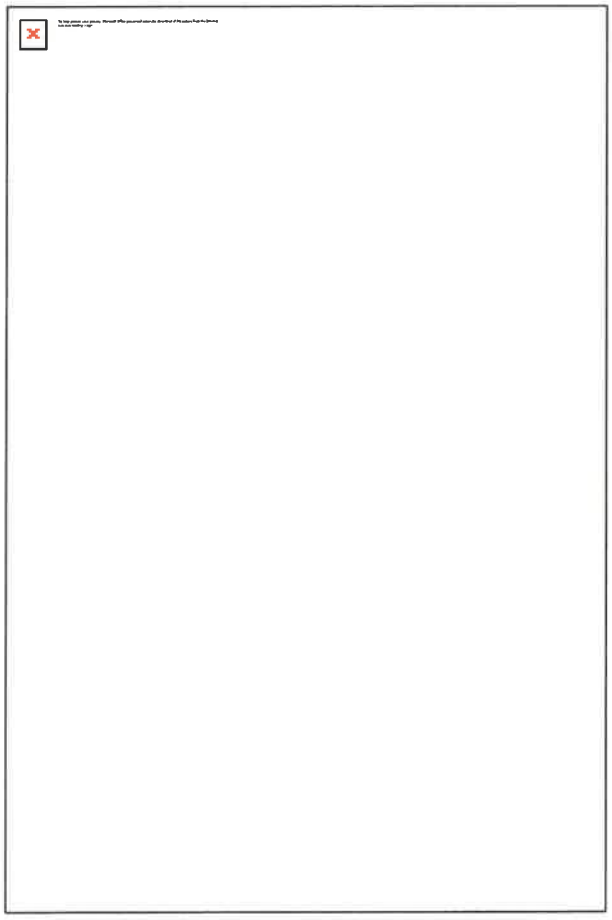
- He worked as a wolf tracker for the Wisconsin DNR. Logging miles through remote areas of northern Wisconsin along the U.P. border during winter wolf and carnivore population counts.

We're grateful for Steve's long-standing dedication to conservation, his passion for agriculture, and the meaningful relationships he's built across the region. Thank you, Steve, for everything you contribute to Michigan's conservation efforts!

For an extended version of this Technician spotlight, please visit September Technician Monthly Spotlight featuring Steve Schaub.



*Steve (right) and district biologist, Barry Weldon (left) talk about water quality at Tuscola County Project Red.*



*Steve (right) with district director and farmer, Mike Day (left), verifying Mike's farm out on the Tuscola County "Tundra".*

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# Training and Events

- For upcoming technician-specific training opportunities, visit the Technician Training Events page on the Technician SharePoint site. Please also review the training opportunities listed below.
- For conservation-related Education & Outreach Events, visit the Upcoming Agricultural Events site.
- To submit an event to MDARD's Education & Outreach Events calendar, complete the form on the Upcoming Agricultural Events site. Please note this is only for events funded through CTAP Grants, Regenerative Agriculture Education & Outreach Grants, or Regenerative Farmer Network Grants.

## Conservation Technician & Field Coordinator Office Hours

Office Hours will be held on the third Monday of every month at 10:00 AM. The next meeting will be on Monday, September 21. There will be plenty of time for specific scenarios and questions about the MAEAP and RAP programs.

**Helpful Tip!** Add this recurring monthly meeting and the Teams link below to your calendar, so you don't miss out on these meetings and updates.

**Microsoft Teams meeting**

Join the Meeting

Meeting ID: 222 851 854 350 57

Passcode: zX3yj9GV

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# Program Updates from the Field

## Reminder: MAEAP & RAP Q4 Data Entry Deadlines

Please review and update all MAEAP and RAP data in the MAEAP Application and RAP Tracking Spreadsheet by September 30, 2026, as anything submitted after that will not appear in your Quarterly Progress Report form. Be sure to cross-check your reports, upload all required soil health documents to your CD SharePoint folder, and contact your Field Coordinator if you spot discrepancies.

## MAEAP & RAP Strategic Plans

The MAEAP Strategic Plan and Regenerative Agriculture Strategic Plan are available on the Technician SharePoint site within the MAEAP Resources and RAP Resources pages. The strategic plans outline the mission, vision, and values for the programs. They also detail the programmatic goals and their objectives.

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# Other Updates

## Sign Up for the Quarterly SAS Newsletter – Did you miss August?

The MAEAP and RAP programs have combined their quarterly updates into the **Soil and Agricultural Stewardship (SAS) Newsletter**, offering Michigan farmers and landowners the latest news, program updates, and helpful resources.

Please sign up—and encourage your landowners to sign up—by visiting the MDARD website and selecting the "Regenerative Agriculture" option.

If you missed the August edition, you can view it using the link below. Be sure to subscribe before the next issue arrives in November 2026!

MDARD's Soil and Agricultural Stewardship Newsletter August 2026

## Survey - Your Feedback is Appreciated on the CTAP Monthly Update Emails

The CTAP Monthly Update survey is still open, and we'd love to hear from you! This short, seven question Microsoft Forms survey will remain available in every issue, giving all readers an easy way to share ongoing feedback. Your insights on content, value, format, frequency, and overall reader experience help us continuously improve the newsletter and make it even more useful for you. Thank you for taking a few minutes to help shape future updates!

## Looking for this Monthly Update or previous CTAP Monthly Updates from Fiscal Year 2026?

Current and previous Monthly CTAP Updates from FY26 are now located and archived on the CTAP-Grant Specific Resources site. Scroll down to find the CTAP Monthly Updates and links to current and previous Updates.

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# Follow-Up Questions or Suggestions?

- **CTAP Grant Reimbursement / Reporting**: Contact your CPU Regional Coordinator.
- **MAEAP & RAP Related Questions**: Contact your Field Coordinator
- **Technician SharePoint Questions:**
    - Conservation Technicians: Contact your Field Coordinator
    - District Managers: Contact your CPU Regional Coordinator

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QUESTIONS?
Contact Us
Phone: 800-292-3939

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To ensure delivery of our emails to your inbox, please add MDARD@govsubscriptions.michigan.gov to your address book. If you were forwarded this email and would like to join our email list, subscribe here. Please do not reply to this email as this address is not monitored for responses. Having trouble viewing this email? View it as a Web page.

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This email was sent to guthr@michigan.gov using Granicus Communications Cloud on behalf of: Michigan Dept of Agriculture & Rural Development · P.O. Box 30017 · Lansing, MI 48909 · 1-800-292-3939

**Erica Viau – September 2026**

**Projects and Tasks**

- 9/1 Site visit in Marquette with Sara and Lilli
- Submitted field crew timesheets, mileage, and purchase receipts to Kristi and updated budget tracking
- Sent HNF treatment maps and KML files for Big Island Lake Wilderness Area phrag treatment
- Continued working with private landowners to schedule phrag treatments in Delta & Schoolcraft counties
- Booked reservation and picked up a second rental truck for herbicide treatment
- Restocked supplies for herbicide treatment
- Emailed receipts to landowners who received herbicide treatment
- 9/8 Oak Wilt site visit follow-up with Pete, Sara, and Lilli
- Began working on MISGP application (due Oct. 30th)
- Emailed Enterprise regarding rental contract renewal
- Reached out to partners at USFS regarding intern season end-date
- Reached out to technical contact for MISGP survey and treatment objectives
- Emailed Katie Grzesiak about L2L's work with T&E and NNIS for UMISC presentation
- Coordinated with Nick M. for Haunted Forest phrag treatment
- Emailed John Bauman and Zach Bishop regarding AIS signs
- 9/17 Butterbur treatment with Lilli
- Sent out Steering Committee Agenda
- Worked w/ GEI on permitting for cattail treatment in Schoolcraft County
- 9/24 Assisted with Agripalooza prep and set up
- Completed budget adjustments to We Energies Phase 2 project
- Started working on budget for UPRCD HWA subaward MISGP proposal
- Finalized and submitted DNR TIS PJ Final Progress Report and worked with Kristi on financial close-out
- Finalized and submitted SNWR Narrative Report and Herbicide Table
- Submitted herbicide table and shapefiles for TNC Haunted Forest
- Coordinated with Nick and Elise for UMISC travel plans
- Completed final reporting for GEI Thompson State Fish Hatchery contract
- Completed progress report and herbicide table for EPA AIS subaward w/ UPRCD
- 9/29 Oak Wilt Treatment w/ DNR in Marquette County
- Big thanks to Lilli for all her help with reporting this month!

**Trainings and Meetings**

- 9/2, 9/14, 9/28 MCCD staff meetings
- 9/2 DNR PJ EDRR meeting
- 9/2 MISGP CISMA RFP presentation
- 9/8 MISGP webinar

- 9/8 MCCD board meeting
- 9/10 Meeting with Kristi to review grant spending
- 9/15 UPRCD Annual Meeting
- 9/24 Held monthly Steering Committee Meeting
- 9/28 UPRCD Regional Quarterly Meeting
- 9/28 MISGP meeting w/ Steve Benoit

**Outreach**

- Updated social media, took phone calls and emails from landowners
- 9/25 Agripalooza w/ MCCD & ACD

Schulze Oswald Miller & Edwards PC

120 N. Ripley Street • Alpena, MI 49707
P.O. Box 69 • Rose City, MI 48654

Alpena 989-354-8707 • Fax 989-354-8708
Rose City 989-685-2411 • Fax 989-685-2412

October 7, 2026

Delta Conservation District
2003 Minneapolis Ave
Gladstone, MI 49837
906-553-7700

We are pleased to confirm our understanding of the services we are to provide **Delta Conservation District** for the year ending September 30, 2026.

**Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of **Delta Conservation District** as of and for the year ended September 30, 2026. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement **Delta Conservation District's** basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to **Delta Conservation District's** RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.

2) Budgetary Comparison Schedule – General Fund

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplemental information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

**Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting

estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

**Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

**Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests **Delta Conservation District** compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion.

**Other Services**

We will also prepare the financial statements of **Delta Conservation District** in conformity with U.S. generally accepted accounting principles based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

**Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

**Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit on approximately **October 31, 2026** and to issue our reports no later than **November 30, 2026. Kristy Schulze** is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed **$7,500.** Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. This fee also assumes that the needed information requested for the audit will be available to us at the agreed upon time. If we are delayed in receiving the needed information to complete the audit, we will need to bill additionally at our hourly rate. A list will be provided. Please reach out to us if you are unsure of what is needed for the audit.

**Reporting**

We will issue a written report upon completion of our audit of **Delta Conservation District's** financial statements. Our report will be addressed to "management and those charged with governance" of **Delta Conservation District**. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to **Delta Conservation District** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Schulze, Oswald, Miller & Edwards PC

**Schulze, Oswald, Miller & Edwards PC**

RESPONSE:

This letter correctly sets forth the understanding of **Delta Conservation District**.

Management signature: _____
Title: Administrator

Date: _____

Governance signature: _____
Title: Board Chair

Date: _____

# Delta Conservation District

Bill Payment List

September 23-October 6, 2026

| Date | Num | Vendor | Amount |
|---|---|---|---|
| 002 Nicolet Bank | | | |
| 002.001 Nicolet Checking | | | |
| 10/06/2026 | NB 12713 | Glenn VandeWater | -520.00 |
| 10/06/2026 | NB 12714 | kathy mason | -520.00 |
| 10/06/2026 | NB 12715 | Adrienne St. Vincent | -560.00 |
| 10/06/2026 | NB 12716 | Joe Kaplan. | -480.00 |
| 10/06/2026 | NB 12717 | Nate Brockman | -80.00 |
| 10/06/2026 | NB 12718 | Mike Segorski | -440.00 |
| 10/06/2026 | NB 12719 | Parker Gryzbowski | -80.00 |
| **Total for 002.001 Nicolet Checking** | | | **-$2,680.00** |
| **Total for 002 Nicolet Bank with sub-accounts** | | | **-$2,680.00** |

# Delta Conservation District

Credit Card Transaction list
September 2026

| Date | Transaction type | Name | Memo | Amount |
|---|---|---|---|---|
| 09/02/2026 | Expense | MACD | ZEFFY* MACD- Steve and Ben Registration for MACD Conference in Lansing 10/19 to 10/22/26 | 670.00 |
| 09/03/2026 | Expense | | GLADSTONE ECO FUELS Gas for Truck 9.3.26 FY26 | 93.66 |
| 09/07/2026 | Expense | Delta Storage | PY *DELTA STORAGE September 1 to September 30, 2026 | 85.00 |
| 09/09/2026 | Expense | Weebly | SQ *SQUARE WEEBLY September FY26 Website | 36.00 |
| 09/10/2026 | Expense | Hertz | HERTZ CAR* PREPAID SAF Conference Car Rental 10.5.26 to 10.10.26 | 336.76 |
| 09/14/2026 | Expense | Grainger | GRAINGER Cost share order for CTAP 430.67 9.14 FY26 | 430.67 |
| 09/15/2026 | Expense | Grainger | GRAINGER Cost Share purchase for CTAP 9.15 FY26 | 170.81 |
| 09/18/2026 | Expense | Amazon Business | AMAZON MKTPL*5R2JW2KJ1 Office Supplies September FY26 CTAI and FAP Supplies | 131.98 |
| 09/18/2026 | Expense | Amazon Business | AMAZON MKTPL*5R1YS1EK2 FAP Supplies 9.18.26 | 26.39 |
| 09/18/2026 | Expense | Amazon Business | AMAZON MKTPL*5R3RC60A0 Office Supplies FAP/CTAP September FY26 | 299.98 |
| 09/18/2026 | Expense | Amazon Business | AMAZON MKTPL*5R0PG09M1Office Supplies FAP September FY26 | 51.39 |
| 09/20/2026 | Expense | Amazon Business | AMAZON MKTPL*5X8PZ9O41 Office Supplies CTAP September FY26 | 69.89 |
| 09/20/2026 | Expense | Amazon Business | AMAZON MKTPL*5R0BV48S0 Office supplies 9.18 FY26 | 14.48 |
| 09/21/2026 | Expense | Amazon Business | AMAZON MKTPL*5R8E44760 Office Supplies 9.18.26 | 18.49 |
| 09/21/2026 | Expense | Amazon Business | AMAZON MKTPL*5R81M3DV2 Office Supplies CTAP/FAP/CTAI | 790.21 |
| 09/25/2026 | Expense | Verizon | VZWRLSS*MY VZ VB P September 2026 Bill | 38.50 |
| 09/25/2026 | Expense | Tractor Supply | TRACTOR SUPPLY #1238 Hornet Spray/Locks 9.25.26 | 13.76 |
| 09/29/2026 | Expense | | T&T TRUEVALUE HDWR STO Keys for Barn and Gate to land 9.29.26 FY26 | 22.77 |
| TOTAL | | | | $3,300.74 |

Nicolet
NATIONAL BANK

**Corporate Account Name:** DELTA CONSERVATION DISTRIC
**Account Name:** DELTA CONSERVATION DISTRIC

**Corporate Number:** 286233
**Account Ending In:** 2673

## Corporate Account Summary

| | |
|---|---|
| Previous Account Balance | $2,487.06 |
| Payments and Credits | $2,487.06 |
| Purchases and Debits | $3,300.74 |
| Cash Advances | $0.00 |
| **Fees** | $0.00 |
| **Finance Charges** | $0.00 |
| New Ending Balance | $3,300.74 |

| | |
|---|---|
| **Statement Open/Close Date** | **09/01/2026 - 09/30/2026** |
| Days This Period | 30 |
| Credit Limit | $25,000.00 |
| Available Credit | $20,589.00 |
| Cash Limit | $7,500.00 |
| Available Cash | $7,500.00 |
| **Payment Due Date** | **10/26/2026** |
| Payment Amount Due | $100.00 |

**Questions?** View your account information online at www.nicoletbank.com or call our Customer Service Center toll free at 1-877-864-6525 or 1-800-369-0226.

**Send Billing Inquiries and Correspondence to:**
P.O. Box 2087, Omaha, NE 68103-2087

**Mail Payments to:** P. O. Box 1300, Green Bay, WI 54305.

Nicolet National Bank
P.O. Box 1300
Green Bay WI 54305-1300

mastercard.

| | |
|---|---|
| Account Ending In | 2673 |
| **Payment Due Date** | 10/26/2026 |
| **New Balance** | $3,300.74 |
| **Minimum Payment Due** | $100.00 |

Make Check Payable To: $

DELTA CONSERVATION DISTRIC
2003 MINNEAPOLIS AVE STE 101
GLADSTONE MI 49837-2061

00031454
P202

Nicolet National Bank
P.O. Box 1300
Green Bay WI 54305-1300

5592818100527678000000100000000033007 43

## IMPORTANT INFORMATION

Interest Charge Calculation Methods and Computation of Average Daily Balance Subject to Interest Charge. The **Interest Charge** Calculation Method applicable to your account for Cash Advances and Credit Purchases of goods and services that you obtain through the use of your card is specified and explained below:

Explanation of Interest Charge for Cash Advance Plans and Retail/Purchase Plans

Cash Advance Plans - Average Daily Balance (including current transactions). The **Interest Charge** on cash advances begins from the date you obtained the cash advance, or the first day of the billing cycle in which it is posted to your account, whichever is later. There is no grace period provided for current cycle transactions.

The **Interest Charges** for a billing cycle are computed by dividing the Annual Percentage Rate (APR) by 365 and applying to the "average daily balance" of cash advances. To get the average daily balance, we take the beginning cash balance of your account each day, add any new cash advances, and subtract any payments, credits, non-accruing fees, and unpaid Interest Charges. This gives us the average daily cash advance balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Retail /Purchase Plans - Average Daily Balance (excluding current transactions). To avoid incurring an additional **Interest Charge** on the balance of purchases reflected on your monthly statement and on any new purchases appearing on your next monthly statement, you must pay the New Balance shown on your monthly statement on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The **Interest Charges** for a billing cycle are computed by dividing the Annual Percentage Rate (APR) by 365 and applying to the "average daily balance" of retail /purchase balances. To get the average daily balance, we take the beginning retail/purchase balance of your account each day, add any new purchases, and subtract any payments, credits, non-accruing fees, and unpaid Interest Charges. This gives us the average daily retail/purchase balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Payment Crediting and Credit Balance: Payments received at the location specified on the front of the statement after the phrase" MAKE CHECK PAYABLE TO" will be credited as of the date of receipt to the account specified on the payment coupon. Payments received at locations other than the address specified or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request, in writing, a full refund. Submit your request to the address indicated on the front of this statement after the phrase "SEND INQUIRY TO".

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed, and we will retain its image in our records. If you have questions, please call the customer service number on the front of this billing statement.

Closing Date: The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee: If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill, to the address found at the top of the first page of this bill under your financial institution's name. You may use your card(s) during this 30-day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports: We may report information about your account to credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report.

BILLING RIGHTS SUMMARY

In Case of Errors or Inquiries About Your Bill. If you think your bill is wrong, or if you need more information about a transaction on your bill, write us on a separate sheet of paper at the address indicated on the front of this statement after the phrase "Send Inquiries To" as soon as possible. We must hear from you no later than 60 days after we sent you the first bill on which the error or problem appeared. You can telephone us but doing so will not preserve your rights. In your letter, give us the following information:

- ·Your name and account number
- ·The dollar amount of the suspected error
- ·Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Special Rule For Credit Card Purchases

If you have a problem with the quality of goods or services that you purchased with a credit card, and you have tried in good faith to correct the problem with the merchant, you may not have to pay the remaining amount due on the goods or services. You have this protection only when the purchase price was more than $50.00 and the purchase was made in your home state or within 100 miles of your mailing address. (If we own or operate the merchant, or if we mailed you the advertisement for the goods or services, all purchases are covered regardless of amount or location of purchase).

Report a Lost or Stolen Card Immediately: Please notify us immediately if your Card is lost or stolen. You may telephone our Card Service Center at 1-877-864-6525 or 1-703-463-2446 to report the loss, theft, or possible unauthorized use of the Card. You may be liable for the unauthorized use of the Card, but you will not be liable for unauthorized use that occurs after you notify us verbally or in writing of the loss, theft or possible unauthorized use of your Card. In any case, your liability for unauthorized use of the Card will not exceed $50. Do not use your account after you report a lost or stolen card.



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Nicolet
NATIONAL BANK

**Account Name:** DELTA CONSERVATION DISTRIC

Account Ending In: 2673

## Reward Summary

| | |
|---|---|
| Beginning Points | 56,129 |
| Points Earned | 2,486 |
| Points Redeemed | 0 |
| Points Expired | 0 |
| New Points Balance | 58,615 |
| Points Expiring First of Next Month | 0 |

## Important Information

THANK YOU FOR CHOOSING NICOLET NATIONAL BANK FOR YOUR CREDIT CARD NEEDS.

REWARDS SUMMARY REFLECTS POINTS ACTIVITY THROUGH THE END OF THE PREVIOUS MONTH.
ALWAYS REFER TO YOUR UCHOOSE REWARDS ONLINE ACCOUNT FOR YOUR CURRENT POINTS BALANCE.

JUST A FRIENDLY REMINDER YOU HAVE A RECURRING PAYMENT SET UP

## Corporate Account Activity

**DELTA CONSERVATION DISTRIC**
**Card Ending In 2673**

| Post Date | Tran Date | Reference Number | Transaction Description | $Amount |
|---|---|---|---|---|
| 09/28 | 09/28 | 8559281LZ00XV9RNG | PAYMENT - THANK YOU | 2,487.06- |
| | | | **Total Activity** | 2,487.06- |
| | | | **Total Fees This Period** | 0.00 |
| 09/30 | 09/30 | | Interest Charge on Purchases | 0.00 |
| 09/30 | 09/30 | | Interest Charge on Cash Advances | 0.00 |
| | | | **Total Interest This Period** | 0.00 |

## Cardholder Account Activity

**MIKE SEGORSKI**
**Card Ending In 2939**

**Total Amount** **$13.76**

| Post Date | Tran Date | Reference Number | Transaction Description | $Amount |
|---|---|---|---|---|
| 09/25 | 09/25 | 0230537LX00MV2NMY | TRACTOR SUPPLY #1238 ESCANABA MI | 13.76 |

**STEPHEN BENOIT**
**Card Ending In 0792**

**Total Amount** **$3,286.98**

| Post Date | Tran Date | Reference Number | Transaction Description | $Amount |
|---|---|---|---|---|
| 09/02 | 09/02 | 8230509L5EHNX3YBY | ZEFFY* MACD- MIDDLETOWN DE | 670.00 |
| 09/03 | 09/03 | 5550629L7TNHKZS14 | GLADSTONE ECO FUELS GLADSTONE MI | 93.66 |
| 09/07 | 09/07 | 0543684LBHEWA5N46 | PY *DELTA STORAGE GLADSTONE MI | 85.00 |
| 09/09 | 09/09 | 5543286LQ5SQ1LY89 | SQ *SQUARE WEEBLY OAKLAND CA | 36.00 |
| 09/10 | 09/10 | 8271116LDEHNFXZSZ | HERTZ CAR* PREPAID OKLAHOMA CITY OK | 336.76 |
| 09/10 | 09/10 | | RENTER'S NAME:MARCHANT BEN | |
| 09/10 | 09/10 | | RENTAL AGREEMENT:000186760 | |

Nicolet
NATIONAL BANK

**Account Name:** DELTA CONSERVATION DISTRIC

Account Ending In: 2673

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## Cardholder Account Activity (continued)

| Post Date | Tran Date | Reference Number | Transaction Description | $Amount |
|---|---|---|---|---|
| 09/10 | 09/10 | | RENT DATE:10/05/2026 # OF DAYS:0001 | |
| 09/10 | 09/10 | | DAY RATE : 1.00 | |
| 09/10 | 09/10 | | RETURN DATE:10/10/2026 | |
| 09/10 | 09/10 | | RETURN TO:SEATTLE AP WA | |
| 09/10 | 09/10 | | PHONE: 8006544173 | |
| 09/14 | 09/14 | 5543687LJMA8MSLWD | GRAINGER LAKE FOREST IL | 430.67 |
| 09/15 | 09/15 | 5543687LKMA910D0J | GRAINGER LAKE FOREST IL | 170.81 |
| 09/18 | 09/18 | 5543286LM5XBPWWBQ | AMAZON MKTPL*5R2JW2KJ1 SEATTLE WA | 131.98 |
| 09/18 | 09/18 | 5543286LM5XDE7XWK | AMAZON MKTPL*5R3RC60A0 SEATTLE WA | 299.98 |
| 09/18 | 09/18 | 5543286LM5XEQVD39 | AMAZON MKTPL*5R1YS1EK2 SEATTLE WA | 26.39 |
| 09/18 | 09/18 | 5543286LM5XF4MYZM | AMAZON MKTPL*5R0PG09M1 SEATTLE WA | 51.39 |
| 09/20 | 09/20 | 5543286LP5XXYX5V6 | AMAZON MKTPL*5X8PZ9O41 SEATTLE WA | 69.89 |
| 09/20 | 09/20 | 5543286LP5Y00JFD9 | AMAZON MKTPL*5R0BV48S0 SEATTLE WA | 14.48 |
| 09/21 | 09/21 | 5543286LR5YD0NSBQ | AMAZON MKTPL*5R8E44760 SEATTLE WA | 18.49 |
| 09/21 | 09/21 | 5543286LR5YQE8PR8 | AMAZON MKTPL*5R81M3DV2 SEATTLE WA | 790.21 |
| 09/25 | 09/25 | 5543286LW5ZJ85TJF | VZWRLSS*MY VZ VB P LAKE MARY FL | 38.50 |
| 09/29 | 09/29 | 5554807M08WNTW0NT | T&T TRUEVALUE HDWR STO ESCANABA MI | 22.77 |

## Finance Charges

| Type of Balance | Ending Balance | Annual Percentage Rate (APR) | Balance Subject To Interest Rate (ADB) | Interest Charge | Promo End Date |
|---|---|---|---|---|---|
| Purchases | $3,300.74 | 13.65% (v) | $0.00 | $0.00 | |
| Cash Advance | $0.00 | 26.65% (v) | $0.00 | $0.00 | |
| Balance Transfer | $0.00 | 13.65% (v) | $0.00 | $0.00 | |

(v) = variable rate

## 2026 Total Year-to-Date

| | |
|---|---|
| Total fees charged in 2026 | $0.00 |
| Total interest charged in 2026 | $0.00 |

# Delta Conservation District

## Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

October 2025 - September 2026

| | TOTAL | | |
|---|---|---|---|
| | ACTUAL | BUDGET | REMAINING |
| Income | | | |
| 400.000 REVENUE | | 0.00 | 0.00 |
| 401.000 Misc Income | 643.30 | 0.00 | -643.30 |
| 539.000 STATE GRANTS | | 0.00 | 0.00 |
| 540.000 CTAP | 85,500.00 | 66,150.00 | -19,350.00 |
| 540.001 CTAP Cost-share | | 1,200.00 | 1,200.00 |
| 540.002 CTAP Training | | 1,150.00 | 1,150.00 |
| 540.003 CTAP Health | | 0.00 | 0.00 |
| 541.000 FAP | 71,999.46 | 54,500.00 | -17,499.46 |
| 542.000 Operations | 40,000.00 | 40,000.00 | 0.00 |
| 543.000 CTAI | 69,000.00 | 61,000.00 | -8,000.00 |
| 544.000 CTAI PA | 58,000.00 | 53,000.00 | -5,000.00 |
| 550.000 MI Farm Bureau | 269.65 | 0.00 | -269.65 |
| **Total 539.000 STATE GRANTS** | **324,769.11** | **277,000.00** | **-47,769.11** |
| 580.000 CONTRIBUTIONS FROM LOCAL UNITS | | | |
| 580.001 Community Project - Mini Grants | | 10,000.00 | 10,000.00 |
| **Total 580.000 CONTRIBUTIONS FROM LOCAL UNITS** | | **10,000.00** | **10,000.00** |
| 590.000 PROGRAM ADMINISTRATION | | 0.00 | 0.00 |
| 590.540 CTAP Program Administration | | 17,000.00 | 17,000.00 |
| 590.541 FAP Program Administration | | 17,500.00 | 17,500.00 |
| 590.543 CTAI Program Administration | | 8,000.00 | 8,000.00 |
| 590.544 CTAI PA Program Administation | | 5,000.00 | 5,000.00 |
| **Total 590.000 PROGRAM ADMINISTRATION** | | **47,500.00** | **47,500.00** |
| 600.000 CHARGES FOR SERVICES | | 0.00 | 0.00 |
| 626.000 Services Rendered | 450.00 | 300.00 | -150.00 |
| 642.000 Sales | | 0.00 | 0.00 |
| 643.000 Tree Sale Income | 73,451.35 | 85,000.00 | 11,548.65 |
| 644 Native Plant Income | 4,249.12 | 5,500.00 | 1,250.88 |
| **Total 642.000 Sales** | **77,700.47** | **90,500.00** | **12,799.53** |
| **Total 600.000 CHARGES FOR SERVICES** | **78,150.47** | **90,800.00** | **12,649.53** |
| 664.000 INVESTMENT INCOME AND RENTALS | | 0.00 | 0.00 |
| 665.000 Interest | | 0.00 | 0.00 |
| 665.001 First Bank Checking Interest | 656.50 | 3,000.00 | 2,343.50 |
| 665.002 Nicolet Checking Interest | 31,027.51 | 35,000.00 | 3,972.49 |
| **Total 665.000 Interest** | **31,684.01** | **38,000.00** | **6,315.99** |
| **Total 664.000 INVESTMENT INCOME AND RENTALS** | **31,684.01** | **38,000.00** | **6,315.99** |
| **Total 400.000 REVENUE** | **435,246.89** | **463,300.00** | **28,053.11** |
| 645.00 Reimbursement Clearing | 0.00 | | 0.00 |
| **Total Income** | **$435,246.89** | **$463,300.00** | **$28,053.11** |
| GROSS PROFIT | **$435,246.89** | **$463,300.00** | **$28,053.11** |
| Expenses | | | |

# Delta Conservation District

## Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

October 2025 - September 2026

| | TOTAL | | |
|---|---|---|---|
| | ACTUAL | BUDGET | REMAINING |
| 700.000 EXPENSES/EXPENDITURES | | 0.00 | 0.00 |
| 701.000 PERSONNEL SERVICES | 0.00 | 0.00 | 0.00 |
| 702.000 Salaries and Wages | | 0.00 | 0.00 |
| 703.000 District Manager Wages | 59,163.84 | 63,075.00 | 3,911.16 |
| 704.000 PSS- Program Support Specialist Wages | 24,492.35 | 28,700.00 | 4,207.65 |
| 705.000 State Programs | | 0.00 | 0.00 |
| 705.540 CTAP Wage Expenses | 62,654.40 | 62,500.00 | -154.40 |
| 705.540.3 CTAP Health Expense | 3,749.64 | 3,650.00 | -99.64 |
| 705.541 FAP Wage Expenses | 54,126.60 | 54,500.00 | 373.40 |
| 705.543 CTAI Wage Expenses | 61,241.06 | 61,000.00 | -241.06 |
| 705.544 CTAI PA Wage Expenses | 53,202.24 | 53,000.00 | -202.24 |
| **Total 705.000 State Programs** | **234,973.94** | **234,650.00** | **-323.94** |
| **Total 702.000 Salaries and Wages** | **318,630.13** | **326,425.00** | **7,794.87** |
| 715.000 Fringe Benefits | | 0.00 | 0.00 |
| 716.000 Insurance | 4,968.53 | 4,500.00 | -468.53 |
| 716.001 General Liability Insurance | 1,671.00 | 2,000.00 | 329.00 |
| 716.002 Workers Comp | 915.14 | 1,100.00 | 184.86 |
| **Total 716.000 Insurance** | **7,554.67** | **7,600.00** | **45.33** |
| 717.000 Employee Payroll Tax Expenses | 0.00 | | 0.00 |
| 717.003 Unemployment Tax | -1,167.91 | | 1,167.91 |
| **Total 717.000 Employee Payroll Tax Expenses** | **-1,167.91** | | **1,167.91** |
| 718.000 Employer Payroll Tax Expenses | | 0.00 | 0.00 |
| 718.004 Employer Federal Taxes (941) | 22,953.83 | 24,500.00 | 1,546.17 |
| 718.005 Employer Federal Unemployment | 0.00 | | 0.00 |
| 718.006 Employer MI Unemployment Tax | 3,118.51 | 1,300.00 | -1,818.51 |
| 718.007 IRS Penalty and Interest | 2,994.74 | | -2,994.74 |
| **Total 718.000 Employer Payroll Tax Expenses** | **29,067.08** | **25,800.00** | **-3,267.08** |
| **Total 715.000 Fringe Benefits** | **35,453.84** | **33,400.00** | **-2,053.84** |
| **Total 701.000 PERSONNEL SERVICES** | **354,083.97** | **359,825.00** | **5,741.03** |
| 800.000 OTHER SERVICES AND CHARGES | | 0.00 | 0.00 |
| 801.000 Professional and Contractual Services | | 0.00 | 0.00 |
| 802.000 Acct and App Fees | | 0.00 | 0.00 |
| 802.002 Accounting Services | 2,918.50 | 2,200.00 | -718.50 |
| 802.003 Quickbooks Subscription | 1,803.36 | 2,320.50 | 517.14 |
| 802.004 IT Services | 3,878.68 | 4,000.00 | 121.32 |
| 802.005 Square Fees | | 500.00 | 500.00 |
| 802.006 QuickBooks Payments Fees | 145.54 | | -145.54 |
| 802.202 Audit Fees | | 0.00 | 0.00 |
| **Total 802.000 Acct and App Fees** | **8,746.08** | **9,020.50** | **274.42** |
| 803.000 Legal Expenses | 2,254.00 | 3,250.00 | 996.00 |
| 805.000 Dues and Subscriptions | 1,300.00 | 1,000.00 | -300.00 |
| 806.000 Licenses and Permits | | 150.00 | 150.00 |

# Delta Conservation District

## Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

October 2025 - September 2026

| | TOTAL | | |
|---|---|---|---|
| | ACTUAL | BUDGET | REMAINING |
| 807.000 Nursery and Certification Fees | 100.00 | 100.00 | 0.00 |
| 810.000 Board Member Stipend | 80.00 | 2,400.00 | 2,320.00 |
| 810.001 Board Member Expenses | | 2,000.00 | 2,000.00 |
| **Total 810.000 Board Member Stipend** | **80.00** | **4,400.00** | **4,320.00** |
| **Total 801.000 Professional and Contractual Services** | **12,480.08** | **17,920.50** | **5,440.42** |
| 804.000 MI Sales Tax Expense | 6,415.80 | 6,000.00 | -415.80 |
| 850.000 Communications | | 0.00 | 0.00 |
| 850.001 Office Phone | 2,338.57 | 1,500.00 | -838.57 |
| 850.002 Cell Phone | 461.96 | 500.00 | 38.04 |
| **Total 850.000 Communications** | **2,800.53** | **2,000.00** | **-800.53** |
| 860.000 Transportation | 1,573.82 | 2,000.00 | 426.18 |
| 860.001 Lodging | 286.00 | 1,500.00 | 1,214.00 |
| 860.002 Meals | 373.36 | 500.00 | 126.64 |
| 860.003 Vehicle General Expenses | 5,661.26 | 5,200.00 | -461.26 |
| 860.004 CTAP Travel | 144.60 | | -144.60 |
| **Total 860.000 Transportation** | **8,039.04** | **9,200.00** | **1,160.96** |
| 880.000 Community Promotion | | 10,000.00 | 10,000.00 |
| 880.001 Community Gardens | -57.04 | | 57.04 |
| 881.000 Annual Meeting Expenses | 1,211.79 | 1,500.00 | 288.21 |
| 882.000 Outreach Meals | 82.38 | 100.00 | 17.62 |
| 886.000 Promotion, Advertising, Marketing | 2,059.90 | 1,600.00 | -459.90 |
| 887.000 Website Expenses | 141.00 | 300.00 | 159.00 |
| **Total 880.000 Community Promotion** | **3,438.03** | **13,500.00** | **10,061.97** |
| 900.000 Printing and Publishing | 55.97 | 0.00 | -55.97 |
| 900.002 Tree Sale Mailing | 1,350.00 | 1,500.00 | 150.00 |
| **Total 900.000 Printing and Publishing** | **1,405.97** | **1,500.00** | **94.03** |
| 940.000 Rentals | | 0.00 | 0.00 |
| 941.000 Vehicle Rental | 0.00 | | 0.00 |
| 943.000 Storage Rental | 1,020.00 | 1,020.00 | 0.00 |
| **Total 940.000 Rentals** | **1,020.00** | **1,020.00** | **0.00** |
| 955.000 Training | | | |
| 955.001 MACD Conference | 2,795.36 | 2,400.00 | -395.36 |
| 955.002 Professional Development | 1,431.42 | 2,000.00 | 568.58 |
| 955.003 CTAP Training Expense | 317.00 | 1,150.00 | 833.00 |
| **Total 955.000 Training** | **4,543.78** | **5,550.00** | **1,006.22** |
| 956.000 Grant Indirect, Overhead, Administration | | 0.00 | 0.00 |
| 960.000 Shipping, Freight, and Delivery | 192.18 | 0.00 | -192.18 |
| 961.000 Bank Service Fees | 24.00 | | -24.00 |
| 962.000 Credit Card Processing Fees | 0.00 | | 0.00 |
| 963.000 Miscellaneous | 0.00 | 0.00 | 0.00 |
| 964.000 Refunds and Rebates | | 0.00 | 0.00 |
| **Total 800.000 OTHER SERVICES AND CHARGES** | **40,359.41** | **56,690.50** | **16,331.09** |

# Delta Conservation District

## Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

October 2025 - September 2026

| | TOTAL | | |
|---|---|---|---|
| | ACTUAL | BUDGET | REMAINING |
| **Total 700.000 EXPENSES/EXPENDITURES** | **394,443.38** | **416,515.50** | **22,072.12** |
| 718.006 EXPENSES/EXPENDITURES | | | |
| PERSONNEL SERVICES | | | |
| Fringe Benefits | | | |
| Employer Payroll Tax Expense | | | |
| Employer MI Unemployment Tax | 1,242.00 | | -1,242.00 |
| **Total Employer Payroll Tax Expense** | **1,242.00** | | **-1,242.00** |
| **Total Fringe Benefits** | **1,242.00** | | **-1,242.00** |
| **Total PERSONNEL SERVICES** | **1,242.00** | | **-1,242.00** |
| **Total 718.006 EXPENSES/EXPENDITURES** | **1,242.00** | | **-1,242.00** |
| 726.000 SUPPLIES | | 0.00 | 0.00 |
| 726.001 Office Supplies | 3,219.47 | 2,000.00 | -1,219.47 |
| 726.003 Maintenance Supplies | 71.19 | 200.00 | 128.81 |
| 726.004 Tree Sale Supplies | 49,872.43 | 46,750.00 | -3,122.43 |
| 726.005 Native Plant Supplies | 2,587.74 | 3,025.00 | 437.26 |
| **Total 726.000 SUPPLIES** | **55,750.83** | **51,975.00** | **-3,775.83** |
| 959 CTAP Cost-share Expense | 1,201.48 | 1,200.00 | -1.48 |
| **Total Expenses** | **$452,637.69** | **$469,690.50** | **$17,052.81** |
| NET OPERATING INCOME | **$ -17,390.80** | **$ -6,390.50** | **$11,000.30** |
| Other Income | | | |
| 672.000 OTHER REVENUE | | 0.00 | 0.00 |
| 672.003 Refunds and Rebates | 1.00 | 60.00 | 59.00 |
| 672.004 Land/Cabin Rental/Lease | 1,500.00 | 1,500.00 | 0.00 |
| 672.008 Air Lease | 328.70 | 500.00 | 171.30 |
| **Total 672.000 OTHER REVENUE** | **1,829.70** | **2,060.00** | **230.30** |
| 690.000 OTHER FINANCING SOURCES | | 0.00 | 0.00 |
| 690.001 Sale of Capital Asset | | 0.00 | 0.00 |
| **Total 690.000 OTHER FINANCING SOURCES** | | **0.00** | **0.00** |
| **Total Other Income** | **$1,829.70** | **$2,060.00** | **$230.30** |
| Other Expenses | | | |
| Reconciliation Discrepancies-1 | | 0.00 | 0.00 |
| **Total Other Expenses** | **$0.00** | **$0.00** | **$0.00** |
| NET OTHER INCOME | **$1,829.70** | **$2,060.00** | **$230.30** |
| NET INCOME | **$ -15,561.10** | **$ -4,330.50** | **$11,230.60** |

# MERS Retirement Plan Points

Current –

457 Plan – NO VESTING OPTION ALLOWED– the funding portion by the district is owned by the employee immediately.

Employees can change contribution amount at any time.

Option -

Defined Contribution Plan – Offers Vesting.

A. Cliff Vesting = 100% vested in employer funds after a certain period. (1 year, 2 year)
B. Immediate Vesting = 100% vested upon start of plan/funding from the district
C. Grated Vesting = gradually earn ownership of employer fund portion. (Example Year 1 25%, year 2 50%, year 3 75%, year 4 100%)

Once employee selects the contribution amount it cannot be changed.

DCD can offer:

A. A set dollar amount per employee per year
B. A set % of the employees wage per year
C. Utilize a MATCH
    I. Example:
    DCD will MATCH up to 2% of the employee salary – the employee can contribute more, but the DCD will only "match" up to the 2%. If the employee contributes 1%, the DCD will only contribute 1%.

DCD can change this amount on an annual basis.

Another option: SPLIT

Employee money goes to 457 (no vesting) and the DCD MATCH amount goes to the Defined Contribution Plan (with vesting)