



BOARD OF DIRECTORS

R.C. Brody
President

Steve Rosentsweig
Vice President

Nancy Helsley
Treasurer

Beth Burnam
Director

EXECUTIVE OFFICER
Clark Stevens

REGULAR BOARD MEETING

SEVEN HUNDRED NINETY-SIXTH MEETING

Wednesday July 3, 2019—4:00 P.M.

Resource Conservation District Office

540 S. Topanga Canyon Blvd, Topanga, CA 90290

MINUTES

1. **CALL TO ORDER:** the meeting was called to order by President R.C. Brody at 4:05 p.m. A quorum was established with Directors Beth Burnam and Steve Rosentsweig in attendance. Director Nancy Helsley was absent. Also in attendance were Associate Director Deborah Klein Lopez, Executive Officer Clark Stevens and Finance & Operations Officer John Hendra.
2. **INTRODUCTION OF GUESTS:** Glenn Bailey, Past Director; Laurie Price, District resident; Dawn Afman, NRCS District Conservationist.
3. **PUBLIC COMMENTS**
 - Mr. Bailey announced that Dr. Lucy Jones will hold a seminar on preparing for increased risk from natural disasters on Friday Aug. 16, 2019 at 7 p.m. in Granada Hills.
4. **MINUTES:** Approval of minutes for meeting of May 20, 2019: **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 3-0.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for May 2019 and review of financial reports through May 31, 2019: **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 3-0.**
6. **REGULAR CALENDAR**
 - A. Approval of fiscal year 2019-20 general fund budget: Mr. Hendra reviewed the budget, focusing on line items that changed significantly from the prior year. After questions about various budget lines, the Board voted to approve the budget. **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 3-0.**
 - B. Resolution #2019-07-01: authorizing application for a California Wildlife Conservation Board Wildlife Corridor and Fish Passage program grant for the Liberty Canyon Wildlife Passage Underpass project for \$390,000: Mr. Stevens explained that this grant is to help recover areas of the Liberty Wildlife Crossing project, originally funded through a WCB grant, that burned in the Woolsey Fire.



After discussion the Board approved the resolution. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 3-0.**

- C. Update on boundary adjustment progress: Amanda Lopez, Ms. Lopez's daughter, helped the RCD produce maps of potential boundary adjustment scenarios. Mr. Stevens and Mr. Hendra met with the LA County Local Agency Formation Commission staff to discuss the Municipal Services Review and change of the RCD's sphere of influence. This is the first, and required, step in the boundary expansion process.
- D. Approval of RCD 2019-20 employee salary schedule: Mr. Hendra explained the salary schedule and how it applied to current employees, including positions with professional designations. The Board voted to approve the salary schedule. **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 3-0.**
- E. Selection of candidates to the Special District Risk Management Authority Board of Directors: Directors discussed the candidates and decided to vote for Jesse Claypool only. **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 3-0.**
- F. Selection of candidate for the California Special Districts Association Board of Directors Seat B: the Board decided not to vote in this election.

7. USDA/NATURAL RESOURCES CONSERVATION SERVICE

REPORT: Ms. Afman reported that she is short of staff at the moment as other positions within NRCS have taken higher hiring priority.

8. INFORMATIONAL REPORTS:

A. Staff Reports for May:

- i. Clark Stevens, Executive Officer: Mr. Stevens reported on the CalTrans work happening on Route 27 in Topanga and the community response to it. He also discussed the various HOAs that are requesting assistance with creating defensible space management plans.
- ii. John Hendra, Operations Manager
- iii. Rosi Dagit, Senior Conservation Biologist
- iv. Kelly Kazmirchuk, Education Supervisor
- v. Tanessa Hartwig, Environmental Services Coordinator

9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

- Mr. Rosentsweig asked that the agenda item on Director appointments from the previous meeting be addressed at this meeting. The Board discussed the situation and by consensus authorized Mr. Brody to review and approve a letter to the LA County Board of Supervisors requesting a return to even year appointments. Mr.



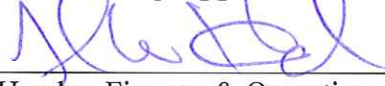
Rosentsweig also reported that the Educator Year End Potluck was very successful and that Education Coordinator Kelly Kazmirchuk did a great job.

- Ms. Lopez notified the Board of a new stormwater project in Agoura Hills that will create a park. She wanted to make sure the RCD knew about it and will comment.
- Mr. Brody requested that the RCD sign on to a letter supporting a state bill for watershed planning funding. After brief discussion the Board by consensus authorized Mr. Brody to sign the letter for the RCD.
- Ms. Burnam reported that the grant she got from the CA Fire Safe Council to train local residents on hardening their homes against wildfire has been very successful. She was able to reach many local fire agencies including the Fire Department for the City of LA.

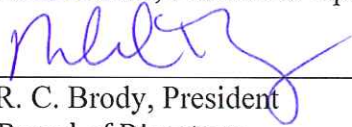
10. **CLOSED SESSION:** Personnel (Government Code Section 54957)—Executive Officer annual performance evaluation: the Directors opened the Closed Session at 5:51 p.m. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 3-0.**

11. **RESUME OPEN SESSION AND REPORT ON CLOSED SESSION:** the Board closed the Closed Session meeting and reopened the Regular meeting at 6:17 p.m. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 3-0.** Mr. Rosentsweig reported that the Board conducted Mr. Stevens’ annual review.

12. **ADJOURNMENT:** The meeting was adjourned at 6:18 p.m. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 3-0.**

Submitted by: 
 John Hendra, Finance & Operations Officer

Date: 8/26/19

Approved by: 
 R. C. Brody, President
 Board of Directors

Date: 8/26/19