

**BOARD OF DIRECTORS**

Richard C. Brody  
President

Steven Rosentsweig  
Vice President

Nancy Helsley  
Treasurer

Beth Burnam  
Director

Laurie Price  
Director

**EXECUTIVE OFFICER**  
Clark Stevens

**REGULAR BOARD MEETING**

EIGHT-HUNDRED TWENTY-SECOND MEETING

**Monday September 27, 2021—6:00 P.M.**

**MINUTES**

1. **CALL TO ORDER:** the meeting was called to order via Zoom videoconference by President R.C. Brody at 6:03 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley (arrived 6:09 p.m.), Laurie Price and Steve Rosentsweig on the videoconference. Also on the videoconference were Associate Directors Deborah Klein Lopez and Dennis Washburn, Executive Officer Clark Stevens and Finance & Operations Officer John Hendra.
2. **INTRODUCTION OF GUESTS:** Dawn Afman, NRCS District Conservationist.
3. **PUBLIC COMMENTS:** there were no public comments.
4. **MINUTES:** Approval of minutes for meetings of August 23, 2021 and September 8, 2021 (Special meeting): The Board approved both sets of minutes as presented. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 3-0; Ms. Burnam abstained.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for August 2021 and review of financial reports through August 31, 2021: The Board reviewed the Claims and Financial Reports and requested information on various items, then approved both without changes. **Moved/Seconded: Ms. Price/Mr. Rosentsweig; approved 5-0.**
6. **REGULAR CALENDAR**
  - A. Approval of Resolution No. 2021-09-01: Proclaiming a local emergency, ratifying the proclamation of a state of emergency by executive order N-29-20, issued by Governor Newsom on March 17, 2020, and authorizing remote teleconference meetings of the legislative bodies of the RCDSMM for the period September 27, 2021 to October 26, 2021 pursuant to Brown Act provisions: the Directors discussed the state of emergency due to COVID and the need to continue remote meetings for the safety of the Board and community, then voted to approve the resolution. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 5-0.**
  - B. Selection and approval of delegate to CARCD Annual Business Meeting: Mr. Hendra reported that the meeting will be held virtually during the week of November 15 with exact date/time to be determined. The annual conference will

be held virtually as well throughout January 2022. The Board nominated Ms. Price to be the representative to the CARCD business meeting.

**Moved/Seconded: Mr. Rosentsweig/Mr. Brody; approved 5-0.**

- C. Approval of amendment for \$700,000 augmentation and time extension to the Coastal Conservancy Standard Agreement 19-015 for the Topanga Lagoon Restoration project: Mr. Stevens and Mr. Hendra described the history of the original Standard Agreement and the reasons for the augmentation, plus the funding from other agencies for the restoration. The Board voted to approve the amendment. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 5-0.**
- D. Appointment of Selection Committee and approval of delegation of responsibility to Selection Committee for selecting contractors to fulfill \$152,560 Architecture & Engineering contract and \$73,400 contract for sewer/septic analysis report for the Topanga Lagoon Restoration project: Mr. Stevens and Mr. Hendra reported that these two services were not specifically assigned to a contractor in the Topanga Lagoon Restoration grants and will thus need to go through the RFP process. The Board discussed how to approve these types of contracts going forward by having the Finance & Administration Committee participate in the selection. The Board approved Mr. Stevens, Rosi Dagit, Sr. Conservation Biologist, and the Finance & Administration Committee as the Selection Committee with the responsibility for final approval for these contracts. **Moved/Seconded: Ms. Price/Mr. Rosentsweig; approved 5-0.**
- E. Update on office relocation planning: Mr. Stevens reported that the as-built plans should be available this week. The process is moving forward but slower than expected.

## 7. USDA/NATURAL RESOURCES CONSERVATION SERVICE

**REPORT:** Ms. Afman reported that she has three new employees, one of which is an engineer from Cal Poly Pomona. She also reported that NRCS is closing up their fiscal year this week. Finally, State Conservationist Carlos Suarez told Ms. Afman that he expects billions of dollars to come into the state through NRCS in the next year.

## 8. INFORMATIONAL REPORTS:

### A. Staff Reports for August 2021:

- i. Clark Stevens, Executive Officer: Mr. Brody inquired about work at Topanga Elementary School, to which Mr. Stevens responded that the RCD is a subcontractor and the prime contractor is waiting for LAUSD. Mr. Brody asked for an update on the Sphere of Influence expansion process. Mr. Stevens reported that the RCDSMM's boundary in Ventura County will be decided by the Ventura County LAFCO due to a recent MOU between them and the LA County LAFCO, and VC LAFCO


believes that all RCDs are prohibited from working in incorporated areas. This view is not supported by the LA LAFCO. The LA County portions of the expansion will go ahead separate from the Ventura County expansion. Antelope Valley RCD is expected to contest RCDSMM expansion in the Santa Clarita Valley, but nothing formal has been put forth at this time.

- ii. John Hendra, Finance & Operations Officer
  - iii. Rosi Dagit, Senior Conservation Biologist
  - iv. Marilyn Brody French, Education Supervisor
  - v. Antoine Kunsch, Community Resilience Coordinator
- B. Ad Hoc DEI Committee report: Ms. Price reported about the proposal meeting with DoGoodery and their process for working with the RCD. The Committee needs to gather some more information and will bring a proposal to a future meeting.

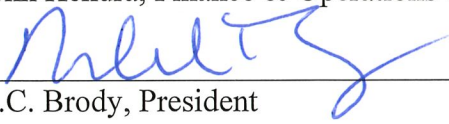
**9. DIRECTORS' COMMENTS/ANNOUNCEMENTS**

- Mr. Rosentsweig reported that the Education Committee met with new Education Coordinator Marilyn Brody French and were impressed. She did extensive outreach to local colleges and other groups to get new educators to join the team by going through the fall training.
- Ms. Helsley reported on Envirothon. The committee has put together an advisory panel to prepare the next test. The issue in the coming year is "Waste to Resources." The Envirothon Committee gave out scholarships from the Rich Campbell Scholarship Fund to the state Envirothon winners. She also called attention to the CSDA magazine that had an article highlighting RCDSMM.
- Mr. Brody asked if the RCDSMM should comment on the redistricting process going on for LA County. Mr. Stevens reported that he is monitoring the process and feels that districts will remain largely the same. He plans to bring a comment letter for Board approval to the November Board meeting. Mr. Brody requested that this be a discussion item on the next agenda.

**10. ADJOURNMENT:** The meeting was adjourned at 7:55 p.m. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 5-0.**

Submitted by:   
 John Hendra, Finance & Operations Officer

Date: 11/1/2021

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

Date: 11/2/2021