

**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 THIRTY-THIRD MEETING

Monday October 24, 2022—6:00 P.M.

## MINUTES

1. **CALL TO ORDER:** the meeting was called to order via Zoom videoconference by President R.C. Brody at 6:01 p.m. A quorum was established with Directors Beth Burnam and Nancy Helsley on the videoconference. Directors Laurie Price and Steve Rosentsweig were absent. 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:** Brooks Engelhardt, NRCS District Conservationist; Glenn Bailey, past Director and RCD representative to the Sepulveda Basin Wildlife Area Steering Committee; Michael Hart, District resident.
3. **PUBLIC COMMENTS:**
  - Mr. Hart updated the Board on the project to restore/preserve 260 acres of land owned by Las Virgenes Municipal Water District (Las Virgenes Water District land stewardship).
  - Mr. Bailey wants to partner with the RCD on outreach to the 34 neighborhood councils as the District expands into these areas. A good place to do this would be through the Valley Alliance of Neighborhood Councils.
  - Mr. Bailey informed Directors that he is listed on upcoming election ballot for Community College District with his middle name and would appreciate their vote.
4. **MINUTES:** Approval of minutes for meetings of September 19 and 27, 2022: the Board reviewed both sets of minutes and approved them as presented. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 3-0.**
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for September 2022 and review of financial reports through September 30, 2022: Mr. Brody inquired about accounts receivable and accounts payable balances. Mr. Hendra discussed the issues with invoicing and Mr. Stevens pointed out that help has been obtained to assist Mr. Hendra. The Board discussed the predicted surplus from last fiscal year and how to allocate it, then voted to approve the Claims and Financial reports. **Ms. Burnam/Ms. Helsley; approved 3-0.**

## 6. REGULAR CALENDAR

- A. Approval of Resolution No. 2022-10-01: Proclaiming a local emergency exists, re-ratifying the proclamation of a state of emergency by executive order N-29-20, issued by Governor Newsom on March 17, 2020, and re-authorizing remote teleconference meetings of the legislative bodies of the RCDSMM for the period October 29, 2022 to November 28, 2022 pursuant to Brown Act provisions: the Board discussed the new legislation allowing hybrid meetings that takes effect next year and the current situation with COVID, then voted to approve the resolution. The Board also asked Mr. Hendra to research the new legislation and bring findings to the next meeting. **Ms. Burnam/Ms. Helsley; approved 3-0.**
- B. Approval of adjustment to Executive Officer compensation: Mr. Brody recapped what action had been taken to date on this and the factors they considered. The Board asked Mr. Hendra to look into the possibility of giving bonuses. The Board approved Mr. Stevens' request for a total annual salary of \$135,907. **Ms. Helsley/ Ms. Burnam; approved 3-0.**
- C. Approval of request from the Finance & Operations Officer for temporary withdrawal of reserves if necessary to cover month end payroll and bills: the Board discussed the importance of covering payroll. They then voted to approve authorization for Mr. Hendra to initiate a transfer of funds from the Reserves Fund in the amount needed to cover October payroll if it becomes necessary. **Ms. Helsley/ Ms. Burnam; approved 3-0.**
- D. Approval of grant funding from the CA Department of Parks and Recreation to fund three years of pre-construction Malibu Creek snorkel surveys in conjunction with Rindge Dam removal: the Board discussed the project and budget, then voted to approve the grant funding. **Ms. Burnam/Ms. Helsley; approved 3-0.**
- E. Approval of RCDSMM Delegate to the CARCD annual business meeting: Ms. Price had previously volunteered to attend the meeting, so the Board voted to designate Ms. Price as the RCDSMM delegate. **Ms. Burnam/Ms. Helsley; approved 3-0.**

## 7. USDA/NATURAL RESOURCES CONSERVATION SERVICE

**REPORT:** Mr. Engelhardt reported that he is wrapping up some old duties like soil surveys. His staff is doing field visits to local farms to assist with water and soil conservation. Mr. Engelhardt also mentioned the opening of the new NRCS south LA field office last week, which Mr. Stevens attended.

## 8. INFORMATIONAL REPORTS:

- A. Staff Reports for September 2022: the Board requested that Dan Cooper, Senior Conservation Biologist, submit a monthly Board report.

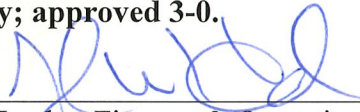


- i. Clark Stevens, Executive Officer
- ii. John Hendra, Finance & Operations Officer
- iii. Rosi Dagit, Senior Conservation Biologist
- iv. Marilyn Brody French, Education Supervisor


9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

- Mr. Brody thanked everyone for the well-wishes after the passing of his father.
- Mr. Washburn requested some time on the November agenda to discuss water supply, wildfire technology and energy production.
- Ms. Helsley shared that she attended the wildfire preparedness training the RCD offers. She is bringing the information back to her community.

10. ADJOURNMENT: The meeting was adjourned at 7:31 p.m. **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 3-0.**

Submitted by:   
John Hendra, Finance & Operations Officer

Date: 11/28/22

Approved by:   
RC Brody, President  
Board of Directors

Date: 3/23/23