

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-FIFTH MEETING

Monday January 23, 2023—6:00 P.M.

MINUTES

1. **OATH OF OFFICE FOR REAPPOINTED DIRECTOR:** Mr. Brody administered the oath to Ms. Helsley. (Get oath signed)
2. **CALL TO ORDER:** the meeting was called to order via Zoom videoconference by President R.C. Brody at 6:00 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley, Laurie Price and Steve Rosentsweig on the videoconference. Also on the videoconference were Associate Director Deborah Klein Lopez (left at 6:55 p.m.), Executive Officer Clark Stevens, and Finance & Operations Officer John Hendra.
3. **ELECTION OF BOARD OFFICERS:** the Board voted to keep the current slate of officers. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 5-0.**
4. **INTRODUCTION OF GUESTS:** Brooks Engelhardt, NRCS District Conservationist; Glenn Bailey, past Director and RCD representative to the Sepulveda Basin Wildlife Area Steering Committee.
5. **PUBLIC COMMENTS:**
 - Mr. Bailey commented that there is a lot going on with Sepulveda Basin and he is requesting an agenda item for the next Board meeting. He also wanted to bring the Board's attention to the fact that a motion was made at the Los Angeles City Council to designate the coast live oak (*Quercus agrifolia*) as the official tree of the city. If the District wants to support this designation, the motion is 22-1547 and is scheduled to be heard by the Public Works Committee in 2 days.
6. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** Mr. Engelhardt reported that he is currently doing a lot of flood damage surveys, mainly farmers and ranchers. He is seeing crop losses, slope failure and lost pastureland.
7. **MINUTES:** Approval of minutes for meetings of November 28, 2022: the Board reviewed the minutes and approved as presented. **Moved/Seconded: Ms. Helsley/Ms. Burnam; approved 5-0.**

8. **MONTHLY CLAIMS AND FINANCIALS:** Approval of Claims for November and December 2022 and review of financial reports through December 31, 2022: The Board requested that Mr. Hendra develop protocols to collect receivables and report to the Finance Committees before the next board meeting on progress collecting this debt. They directed Mr. Hendra to include the accounts receivable aging report in the Board packet and to research what a good reserve percentage would be to cover cash flow. The Board reviewed the Claims and financial reports and voted to approve them.
Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 5-0.
9. **REGULAR CALENDAR**
- A. Approval of Resolution No. 2023-01-01: 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 January 23, 2023 to February 28, 2023 pursuant to Brown Act provisions: the Board reviewed current COVID conditions and voted to approve the resolution.
Moved/Seconded: Ms. Price/Ms. Burnam; approved 5-0.
- B. Approval of Resolution No. 2023-01-02: Approving the Acceptance of \$4,496,378 from the Wildlife Conservation Board for the Topanga Lagoon Restoration Planning Phase 3 Project: the Board reviewed the grant description and budget, then voted to accept the funds. **Moved/Seconded: Ms. Price/Ms. Burnam; approved 5-0.**
- C. Approval of Board Meeting Calendar for 2023: **Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 5-0.**
- D. Approval of revised budget for fiscal year 2022-23: Mr. Hendra discussed the changes to the Fiscal Year 2022-23 budget and answered questions from the Board. After discussion, the Board approved the mid-year budget revision.
Moved/Seconded: Ms. Burnam/Ms. Helsley; approved 5-0.
- E. Discussion and possible Board action regarding upcoming changes to the Brown Act with respect to virtual attendance at Board meetings upon the Governor's termination of the state of emergency on February 28, 2023: staff had not researched hybrid meeting technology but will bring this to the next meeting. The Board discussed the need to have a quorum in the office after February 28, 2023. The Board directed staff to contact our state representatives to promote a bill allowing special districts to continue meeting virtually.
10. **INFORMATIONAL REPORTS:**
- A. Staff Reports for November and December 2022:
- i. Clark Stevens, Executive Officer


- ii. John Hendra, Finance & Operations Officer
- iii. Rosi Dagit, Senior Conservation Biologist
- iv. Marilyn Brody French, Education Supervisor
- v. Dan Cooper, Senior Conservation Biologist

11. DIRECTORS' COMMENTS/ANNOUNCEMENTS

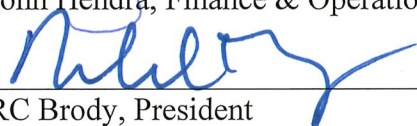
- Ms. Price reported on the CARCD Annual Business Meeting held in November. Carlos Suarez, State Conservationist, mentioned the new office in Compton and that money is available for urban agriculture. Ms. Price also reported that our lobbyists are Tasha Newman and Mark Fenstermaker. Finally, CARCD has grant funds to provide to members, of which the RCD has applied and is in line to receive.
- Ms. Helsley also attended the CARCD Annual Conference as the Envirothon representative and was glad to see RCD education staff also attending.

12. CLOSED SESSION: Lease contract negotiations (Government Code Section 54956.8)—discuss lease negotiation with Clark Stevens, Executive Officer, to give parameters for office at Las Virgenes Municipal Water District; Personnel (Government Code Section 54957)—Executive Officer performance evaluation: the Board went into closed session at 7:49 p.m. and reopened the regular session at 8:18 p.m. They provided lease negotiating instructions to Mr. Stevens to move forward with the Las Virgenes Municipal Water District office space, and they reviewed the Executive Officer evaluation process and results.

13. ADJOURNMENT: The meeting was adjourned at 8:20 p.m. **Moved/Seconded: Mr. Rosentsweig/Ms. Helsley; approved 5-0.**

Submitted by: 
John Hendra, Finance & Operations Officer

Date: 3/13/23

Approved by: 
RC Brody, President
Board of Directors

Date: 3/27/23