

**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 FIFTY-FOURTH MEETING

**Monday July 22, 2024—6:00 P.M.**

## DRAFT MINUTES

1. **CALL TO ORDER:** the meeting was called to order by President R.C. Brody at 6:00 p.m. A quorum was established with Directors Nancy Helsley, Laurie Price, and Steve Rosentsweig in attendance. Director Beth Burnam joined virtually. Also in attendance were Associate Directors Dennis Washburn and Deborah Klein-Lopez. Office Manager/HR Specialist Lisa Rand was also present, and Executive Officer Clark Stevens, Deputy Executive Director Dan Cooper, Community Resilience Coordinator Shelly Backlar and Education Director Marilyn Brody-French joined virtually.
2. **CLOSED SESSION:** the meeting immediately went to a brief closed session (6:00-6:03), and then resumed regular session.
3. **INTRODUCTION OF GUESTS:** Glenn Bailey (former Director) joined virtually, as did Brooks Engelhardt, NRCS District Conservationist, and Jamie Quarfeld, NRCS Soil Conservationist, for their respective agencies. We were also joined by Cindy Solovei (virtually) and Rich Wilson of Agility, a financial consulting firm.
4. **PUBLIC COMMENTS:** None
5. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** Mr. Engelhardt mentioned that they will have a new NRCS agreement with RCDSMM in the fall or spring. Ms. Quarfeld mentioned that they have several slide decks for virtual talks on urban agriculture, and that they are planning an urban agriculture conference and that Shelly and Clark will be invited to attend.
6. **MINUTES:** Approval of minutes for Board meeting of June 24, 2024. The Board reviewed the minutes and voted to approve them as presented. \_\_\_\_\_/\_\_\_\_\_; **approved 4-0.**
7. **FINANCIAL REPORTING:** Presentation of expense & other reports, through June 2024. The Board was presented with an organizational budget for 2024-2025, and Mr.

Brody made a motion to discuss the budget. The Board asked about posting the budget to the RCDSMM website, which staff will investigate. The Board also discussed developing a reserve policy (last updated 2017), which staff also agreed to investigate and to develop a revised policy. The financial report was “received and filed” (**Mr. Brody**). The 2024-25 budget was approved (**Ms. Helsley/Mr. Rosentsweig; approved 4:0**).

## 8. REGULAR CALENDAR

A. A report was made by the Personnel Committee on change in Executive Officer position, which would be eliminated (along with the Deputy Executive Officer position) once a new District Manager is hired later in the year. This update was “received and filed” (**Mr. Brody**).

### B. Approvals

- i. Authorizing the RCD to enter into a Cooperative Agreement with Caltrans District 7 and initiate the PID process (**Ms. Price/Mr. Rosentsweig; approved 4:0**).
- ii. Authorizing the RCD to enter into a grant agreement with the National Fish and Wildlife Foundation (NFWF) in the amount of \$1,151,67.56 (**Ms. Price/Mr. Rosentsweig; approved 4:0**).
- iii. Authorizing an ~\$8.1 million contract (fully-funded) with Moffatt & Nichol for ongoing Topanga Lagoon work (**Ms. Price/Mr. Rosentsweig; approved 4:0**).

C. A report on Reserve Fund replenishment, and the Board noted that the reserve fund should be replenished soon, under the recently-approved budget. This update was “received and filed” (**Mr. Brody**).

## 9. INFORMATIONAL REPORTS:

- A. The new bank account was announced.
- B. Staff Reports were presented for May 2024.

## 10. DIRECTORS’ COMMENTS/ANNOUNCEMENTS

- Ms. Price announced that she and Ms. Helsley will be attending a special meeting for CARCD in December in Sacramento. The Board agreed that RCDSMM should still remain part of CARCD

11. ADJOURNMENT: The meeting was adjourned at 7:33 p.m. (**Ms. Helsley/Ms. Price; 4:0**).

Submitted by: \_\_\_\_\_  
Dan Cooper, Deputy Executive Officer

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_