



RESOURCE CONSERVATION DISTRICT
OF THE
SANTA MONICA MOUNTAINS

30000 MULHOLLAND HIGHWAY, AGOURA HILLS, CALIFORNIA 91301
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A Political Subdivision
of the State of California

CLARK STEVENS
Executive Officer

BOARD OF DIRECTORS
DENNIS WASHBURN
President
DAVID GOTTLIEB
Vice President
STEVEN ROSENTHWEIG
Treasurer
R.C. BRODY
NANCY HELSLEY

REGULAR BOARD MEETING

SEVEN HUNDRED THIRTY-THIRD MEETING

Monday May 20, 2013—6:00 P.M.

Resource Conservation District Office

NPS Peter Strauss Ranch: 30000 Mulholland Hwy., Agoura Hills, CA 91301

MINUTES

1. **CALL TO ORDER:** the meeting was called to order by President Dennis Washburn at 6:03 p.m. A quorum was established with Directors R.C. Brody and Steve Rosentsweig in attendance. Directors David Gottlieb and Nancy Helsley were absent. Also in attendance were Associate Directors Stephen Jewett and RCD staff members Clark Stevens, Executive Officer, and John Hendra, Operations Manager.
2. **INTRODUCTION OF GUESTS:** NRCS Soil Scientist Whit Haraguchi.
3. **PUBLIC COMMENTS:** there were no public comments.
4. **CONSENT CALENDAR: Moved/Seconded: Mr. Brody/Mr. Rosentsweig; approved 3-0.**
 - **MINUTES:** Approval of minutes for meeting of April 22, 2013
 - **MONTHLY CLAIMS AND FINANCIALS:** Approval of financials and claims for April 2013
5. **REGULAR CALENDAR**
 - A. Update on RCD home and biology facilities search: Mr. Stevens updated the Board on his progress, including contacts with various public agencies and private landowners
 - B. Preliminary budget discussion: the Board requested increases in the travel budget for the next fiscal year if revenues allow. Directors also suggested additions of expense line items for potential rent, contingencies and reserves. The final budget will be reviewed and approved at the June meeting.
 - C. Approval to contract for Employee Handbook and human resources services: the Board discussed the lengthy process to date for obtaining a handbook and reviewed the two quotes and in-house options. The Board approved spending up to \$2000 to obtain a complete and legally reviewed employee handbook. **Moved/Seconded: Mr. Rosentsweig/Mr. Washburn; approved 3-0.**
 - D. Approval to hire conservation biologist for grant-funded work: Directors questioned staff about the hiring process and potential costs to the general fund, which should be zero. The Board voted to approve hiring a grant-funded biologist. **Moved/Seconded: Mr. Rosentsweig/Mr. Brody; approved 3-0.**
 - E. Disposition of reserves: Mr. Hendra discussed options for maintaining reserve funds, including remaining with Los Angeles County by returning to Bank of America, or moving

funds to the Local Agency Investment Fund or Bank of the West. After discussion the Board decided to move reserve funds from the Los Angeles County Treasurer to Bank of the West. **Moved/Seconded: Mr. Rosentsweig/Mr. Brody; approved 3-0.**

F. Approval of Resolution #2013-05-01: Topanga Canyon Boulevard Vegetation Management Implementation Plan: **Moved/Seconded: Mr. Brody/Mr. Rosentsweig; approved 3-0.**

G. Discussion of special resource studies: Mr. Washburn discussed the San Gabriel Watershed Special Resource Study and the Request for Proposals put out by the City of Calabasas to do a watershed management plan.

6. EMERGENCY AGENDA ADDITIONS: Per Government Code Section 54954.2, the Directors voted to add to the agenda the following items, which came to the District's attention after the agenda was posted on Thursday May 16, 2013 and require District action before the next Board meeting on Monday June 24, 2013: **Moved/Seconded: Mr. Rosentsweig/Mr. Washburn; approved 3-0.**

A. Approval of Resolution #2013-05-02: Negotiated Tax Exchange Resolution Resulting from Annexation of Territory Petition No. 16-411 to County Lighting Maintenance District 1687: **Moved/Seconded: Mr. Rosentsweig/Mr. Washburn; approved 3-0.**

B. Approval of Resolution #2013-05-03: Requesting the Los Angeles County Board of Supervisors, in Consultation with the Ventura County Board of Supervisors, to Appoint Two (2) Directors to the RCDSMM Board of Directors for a Four-Year Term Beginning Friday November 29, 2013: **Moved/Seconded: Mr. Rosentsweig/Mr. Brody; approved 3-0.**

7. USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT: (see written report) Mr. Haraguchi notified the Board that the Oxnard field office is working with landowners impacted by the Camarillo Springs Fire; he attended the Regional Area Safety Taskforce Fire Summit; and State Conservationist Carlos Suarez will visit their office the week of June 4th.

8. INFORMATIONAL REPORTS:

A. Staff Reports for April (written):

- i. John Hendra, Operations Manager
- ii. Stephen Vodantis, Education Supervisor
- iii. Rosi Dagit, Senior Conservation Biologist
- iv. Jenna Krug, Conservation Biologist

B. South Coast Resource Conservation & Development Council/Regional Area Task Force: Fire Summit May 15, 2013 at the South Coast Air Quality Management District headquarters in Diamond Bar: Mr. Jewett attended the Summit (see notes). There were approximately 75 attendees who discussed burning of riparian areas and research that shows increased fire frequency is inhibiting climax forest regrowth.

9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

- Mr. Rosentsweig announced that there will be an Education Committee meeting next week. He also praised the Malibu Lagoon Restoration ribbon cutting ceremony and thanked staff for their good work in helping to put it together.

10. ADJOURNMENT: **Moved/Seconded: Mr. Brody/Mr. Rosentsweig; approved 3-0.** The meeting was adjourned at 8:10 p.m.

Submitted by: _____
John Hendra, Operations Manager

Date: _____

Approved by: _____
Dennis Washburn, President
Board of Directors

Date: _____