



BOARD OF DIRECTORS

R.C. Brody
President

Steve Rosentsweig
Vice President

Nancy Helsley
Treasurer

Beth Burnam
Director

Mary Ellen Strote
Director

REGULAR BOARD MEETING

SEVEN HUNDRED SEVENTY-THIRD MEETING

Monday March 27, 2017—6:00 P.M.
Resource Conservation District Office
540 S. Topanga Canyon Blvd, Topanga, CA 90290

MINUTES

EXECUTIVE OFFICER
Clark Stevens

1. **CALL TO ORDER:** the meeting was called to order by President R.C. Brody at 6:06 p.m. A quorum was established with Directors Beth Burnam, Nancy Helsley and Steve Rosentsweig in attendance. Also in attendance were Executive Officer Clark Stevens and Operations Manager 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 meeting of February 27, 2017.
Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 4-0.
5. **MONTHLY CLAIMS AND FINANCIALS:** Approval of claims for February 2017 and review of financial reports through February 28, 2017. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
6. **REGULAR CALENDAR**
 - A. **Review and approval of 2017-18 Annual Plan:** the Board discussed various items within the plan and the organizational structure, then voted for approval.
Moved/Seconded: Mr. Rosentsweig/Ms. Helsley; approved 4-0.
 - B. **Approval of Resolution 2017-03-01: RCD Contract Bidding, Vendor and Professional Consultant Selection, and Purchasing Policy:** Mr. Brody brought up a few changes, which the Board discussed then approved with the amendments.
Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.
 - C. **Approval of Resolution 2017-03-02: RCD Fee For Service Policy:** Mr. Stevens suggested costs that should be included in service fees, which lead to two minor modifications. The Board approved the policy as amended. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
 - D. **Approval of Resolution 2017-03-03: RCD Volunteer Policy:** the Board approved the policy without amendment. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**



- E. Approval of Resolution 2017-03-04: RCD Public Records Request Policy: the Board approved the policy without amendment. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
- F. Approval of Resolution 2017-03-05: RCD Reserve Policy: the Board approved the policy without amendment. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
- G. Approval of Resolution 2017-03-06: RCD Vehicle Use Policy: the Board approved the policy without amendment. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
- H. Approval of Resolution 2017-03-07: RCD Reimbursement Policy: the Board approved the policy without amendment. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
- I. Approval of Resolution 2017-03-08: RCD Harassment, Discrimination and Retaliation Prevention Policy: the Board approved the policy without amendment. **Moved/Seconded: Ms. Burnam/Mr. Rosentsweig; approved 4-0.**
- J. Approval of Resolution 2017-03-09: Authorizing submittal of a funding request to the California Department of Conservation's RCD Assistance Program and delegating certain related duties to the President of the Board and the Executive Officer: the Board approved the policy without amendment. **Moved/Seconded: Ms. Helsley/Mr. Rosentsweig; approved 4-0.**

7. USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:

Ms. Afman reported that the Boy Scouts of Santa Monica Mountains have applied for assistance at their Camp Whitsett. They will be doing forestry practices at the camp. Today Dawn was at a workshop for agricultural water efficiency through VCRCO. She noted that you can save 22,000 gallons of water a year per acre by mulching. Ms. Afman is doing a large river rehabilitation project which an RCD biologist will be involved to assist with revegetation.

8. INFORMATIONAL REPORTS:

A. Staff Reports for February:

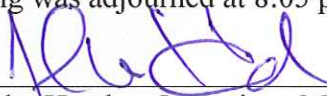
- i. Clark Stevens, Executive Officer: Mr. Stevens passed out his written report and also noted that the RCD will be changing in the next 2 years as Sr. Conservation Biologist Rosi Dagit phases out fish work and we seek other sources of work and funding. He also discussed progress on the Hwy 101 underpass and overpass projects as well as the Simi Hills conservation easement.
- ii. John Hendra, Operations Manager
- iii. Stephen Vodantis, Education Supervisor
- iv. Rosi Dagit, Senior Conservation Biologist



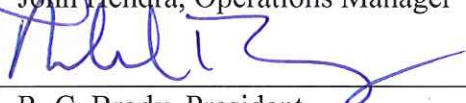
9. DIRECTORS' COMMENTS/ANNOUNCEMENTS

- Mr. Brody asked if we are involved in the Topanga Canyon Blvd. Roadside Committee Mapping Project. The RCD is involved with the Committee as we hold a seat on the Committee and Ms. Burnam holds a seat for the Fire Safe Council. Among the goals of the Mapping Project was the identification of ecologically sensitive areas along the highway where vegetation management should be limited or restricted.

10. ADJOURNMENT: **Moved/Seconded: Mr. Rosentsweig/Ms. Burnam; approved 4-0.** The meeting was adjourned at 8:05 p.m.

Submitted by: 
John Hendra, Operations Manager

Date: 8/28/17

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

Date: 8/28/17

