

BOARD OF DIRECTORS

Richard C. Brody
President

Nancy Helsley
Treasurer

Beth Burnam
Director

Laurie Price
Director

Riki Clark
Director

District Manager
Tracy Lovric

REGULAR BOARD MEETING

EIGHT-HUNDRED SIXTY-FIRST MEETING

Monday May 19, 2025—6:00 P.M.

Location: RCD District Office, 4505 Las Virgenes Road, Suite 215, Calabasas

The meeting can also be accessed remotely via Zoom. Members of the public are able to watch/listen to the meeting and provide comment at appropriate times by selecting this link:

<https://rcdsmm-org.zoom.us/j/83062285194?pwd=UG5hVlF4Z3NBRjNHR2RyWjNBclY2UT09.>

You may also join the meeting by dialing the following phone number: (669) 900-6833 and entering the meeting ID and passcode: **Meeting ID: 830 6228 5194 Meeting Passcode: 370601**

AGENDA

Information about, and copies of, supporting materials for agenda items are available for public review at the RCDSMM office at (818) 597-8627. A fee may be charged for copies.

1. CALL TO ORDER

2. INTRODUCTION OF GUESTS

3. PUBLIC COMMENTS

This is the time set aside for those wishing to address the Board on matters which fall under the Board's jurisdiction. If the matter you address is not on the agenda, Directors may not discuss or take action on comments made here except to put the matter on the agenda, at their discretion, for a future Board meeting. If the matter you address is already on the agenda, the Board will consider your comments when making their decision. Each commenter will have a time limit of three minutes.

4. USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:

Summary of NRCS programs and activities by District Conservationists.

5. MINUTES: Approval of minutes for meeting on April 28, 2025.

6. FINANCIAL REPORTING: Presentation of expense & other reports, through February 2025

A. Report on Reserve Fund replenishment (*verbal*)

7. REGULAR CALENDAR.

- A. Approval of Memorandum of Understanding to enter into an agreement with the Special District Risk Management Authority (SDRMA) for the purpose of enrolling in the PRISM Employee Benefits Small Group Program
- B. Discussion on Associate Director applications and processes.

8. INFORMATIONAL REPORTS:

- A. Staff Reports for April 2025:
 - i. Clark Stevens, Director of Resource Design
 - ii. Dan Cooper, Principal Conservation Biologist
 - iii. Rosi Dagit, Principal Conservation Biologist
 - iv. Marilyn Brody French, Director of Education
 - v. Shelly Backlar, Director of Community Resilience

9. DISTRICT MANAGER'S COMMENTS/ANNOUNCEMENTS

- A. Presentation by Principal Conservation Biologist Dan Cooper on Raptor Survey Program

10. DIRECTORS' COMMENTS/ANNOUNCEMENTS

11. ADJOURNMENT

12. CLOSED SESSION

- A. District Manager upcoming review

Persons with disabilities may contact the Administrative Operations Manager at 818/597-8627 at least 24 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

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Monday April 28, 2025-6:00 P.M.

Location: RCD District Office, 4505 Las Virgenes Road, Suite 215, Calabasas

Minutes

1. **CALL TO ORDER:** This meeting was called to order by President R.C. Brody at 6:00 PM. A quorum was established with Directors Richard Brody, Nancy Helsey, Riki Clark and Laurie Price. Director Beth Burnam joined virtually as well as Associate Director Chris Doran. Also in attendance were Associate Directors Dennis Washburn and Deborah Klien Lopez, District Manager Tracy Lovric, Administrative Operations Manager Lisa Rand and Controller Art Renzi and Sr. Conservation Biologist Jamie King.
2. **INTRODUCTION OF GUESTS:** Brooks Engelhardt and Christine Chavez (NRCS); Staff members Jelly Kahler, Marilyn Brody French; Community member Roger Pugliese.
3. **PUBLIC COMMENTS:** Mr. Puglise presented a notice from the Los Angeles County Fire Department on conceptual plans based on MRCA funding for vegetation fuel reduction throughout the county. Mr. Puglise noted that he is against proposed prescribed burns.
4. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** Ms. Chavez NRCS Public Affairs and Outreach Specialist was introduced by Mr. Engelhardt. Mr. Engelhardt presented a summary of current programs being offered in the district including conservations stewardships program and water quality conservation plans.
5. **MINUTES:** Approval of minutes from meeting on March 24, 2025. The Board reviewed the minutes and voted to approve them as presented. President R.C. Brody motioned to approve. Ms. Price/Ms. Helsley approved 4-0
6. **FINANCIAL REPORTING:** Controller A. Renzi gave a presentation of the previous month's financials and noted that \$75K would be replenished to reserves pending receipt of April tax payments. A finance committee meeting was held prior to the start of the regular board meeting.

7. REGULAR CALENDAR.

- A. Approval of Resolution No 2025-04-28 A.; Authorizing the execution of a Memorandum of Understanding and authorizing participation in the Special District Management Authority's health benefits program. Ms. Clark/Ms. Price approved 4-0
- B. Approval of Resolution No 2025-04-28 B; Authorizing acceptance of a social program grant from the third district Supervisor Horvath. Ms. Helsley/Ms. Price approved 4-0. District Manager Tracy Lovric noted that staff summaries will be included in the future.
- C. Approval of Resolution No 2025-04-28 C; Authorizing acceptance of grant from the safe, clean water program for environmental education programs and teacher workshops in the Santa Monica Mountains. Ms. Price/Ms. Helsley approved 4-0. Mr. Puglise requested to have information on what programs are offered.

8. INFORMATIONAL REPORTS: Staff Reports for March 2025 were presented in a board packet.

9. DISTRICT MANAGER'S COMMENTS/ANNOUNCEMENTS: District Manager Tracy Lovric gave a verbal report on current grants in development and recent meetings attended. Sr. Conservation Biologist Jamie King gave a presentation on the districts Topanga Lagoon restoration project as well as recent updates on the post fire status of Topanga Canyon Blvd.

10. DIRECTORS' COMMENTS/ANNOUNCEMENTS: Ms. Helsley reported that Envirothon was held on April 12th. Mr. Washburn requested the district investigate Carbon map for plant mapping.

11. ADJOURNMENT: This meeting was adjourned at 7:37 PM Ms. Price/Ms. Helsley approved 4-0

12. CLOSED SESSION: No closed session was held

Submitted By: _____
Lisa Rand, Administrative Operations Manager

Date: _____

Approved By: _____
R.C. Brody, president, Board of Directors

Date: _____

Beginnng Balance 04/01/2025
April Estimated Balance Variance to Actuals

397k rec'd in late March
Revised invoice to SCC and was resubmitted.

Ventura Property Tax revenue came in March.

	May-25	Jun-25	Jul-25	Aug-25
RCD Cash Flow Forecast 04/28/25				
Beg Bal 04/28/2025	405,233	386,734	446,047	386,283
Collections				
Pass Through Revenue				
Deposits in Transit	85,956	-		
Wildlife Conservation Board Top Lagoon	169,771	244,108	336,211	116,612
CA State Coastal Conservancy	-	174,832	82,106	85,778
CA State Parks	10,187	-	-	-
Ca Dept of Fish and Wildlife	-	42,256	-	-
Other Deposits	-	-	30,000	35,000
Total Pass Through Revenue	265,914	461,196	448,317	237,390
Non Pass Through Revenue				
Deposits in Transit	-	-	-	-
CA Dept of Forestry & Fire Protection	-	66,654	20,000	18,000
Other Non Pass Through Deposits	-	133,280	15,000	70,777
Property Tax Revenue	72,000	17,800	6,300	15,200
Total Non Pass Through Deposits	72,000	217,734	41,300	103,977
Total Deposits	337,914	678,930	489,617	341,367
Check/Payments				
Pass Through Payments Top Lagoon	(123,359)	(205,762)	(299,382)	(85,000)
Other Pass Through	(76,055)	(233,855)	(75,000)	(75,000)
Payroll	(70,000)	(140,000)	(140,000)	(140,000)
Other Operating Expenses	(12,000)	(40,000)	(35,000)	(35,000)
Total Payments	(281,413)	(619,616)	(549,382)	(335,000)
B) Transfer to Reserve Account	(75,000)	-	-	-
EOM Estimated Balance	386,734	446,047	386,283	392,650

Notes:

May 2025 Forecasted Deposits	438,878
A) Deposits May MTD	86,956

A) July & August 2025 Forecast based on FYE 2026 budget projections.

B) 75k Transfer to Reserve Account is contingent upon receiving property tax revenue

C) 330k in payments expect by month end.

Resource Conservation District of the Santa Monica Mountains
1110 Cash and Cash Equivalents: BMO Checking
Check Register

Date	Ref No.	Payee	Memo	Payment	Deposit	Balance
04/30/2025	Interest BMO 2025 04				3.95	448,831.94
04/30/2025	via ACH	Wildlife Conservation Board	CTX CNTY OF VENTURA VENDOR PMT		3,383.95	448,827.99
04/30/2025		Ventura County Tax	REF=2535566		31,084.04	445,444.04
04/29/2025	ACH	Automoco Corp.		2,917.90		414,360.00
04/29/2025	ACH	Agility Financial Partners, LLC		4,745.00		417,277.90
04/29/2025			CCD UMPQUA BANK CR CD PMT		22,045.56	422,022.90
04/24/2025		Umpqua Bank	REF=5166610	3,954.76		399,977.34
04/23/2025	4815	Integrated Aqua Systems, Inc.		16,813.70		403,932.10
04/23/2025	4814	Best Best & Krieger LLP		713.80		420,745.80
04/23/2025	4813	Dray Banfield		180.60		421,459.60
04/23/2025	4812	California Conservation Corps		7,250.00		421,640.20
04/23/2025	ACH	Cumming Management Group, Inc.		6,000.00		428,890.20
04/23/2025	ACH	Agility Financial Partners, LLC		3,687.50		434,890.20
04/23/2025	ACH	Moffatt & Nichol Engineers, Inc.		9,812.10		438,577.70
04/23/2025	ACH	Earth Mechanics Inc.		6,390.00		448,389.80
04/23/2025	ACH	BAE Urban Economics, Inc		19,680.00		454,779.80
04/23/2025	ACH	Environmental Science Associates (ESA)		10,223.75		474,459.80
04/22/2025		BMO Bank	DDA DEBIT	252.48		484,683.55
04/22/2025		Nationwide	PPD NATIONWIDE PAYMENTS REF=0509170	1,075.00		484,936.03
04/22/2025		Spectrum	PPD SPECTRUM SPECTRUM REF=0673155	121.24		486,011.03
04/22/2025		Ventura County Tax	CTX CNTY OF VENTURA VENDOR PMT REF=4424097		147.67	486,132.27
04/21/2025		CalPERS	CCD CALPERS 3100 REF=8306846	7,916.23		485,984.60
04/21/2025		CalPERS	CCD CALPERS 3100 REF=8306848	1,546.03		493,900.83
04/21/2025		Ventura County Tax	CTX CNTY OF VENTURA VENDOR PMT REF=5273413		143.16	495,446.86
04/21/2025					22,016.32	495,303.70
04/18/2025		Paychex	CCD PAYCHEX EIB INVOICE REF=1309861	614.92		473,287.38
04/17/2025		Paychex	CCD PAYCHEX TPS TAXES REF=0003562	20,393.08		473,902.30
04/17/2025		Paychex	CCD PAYCHEX PAYROLL REF=9618537	51,074.57		494,295.38
04/17/2025		Los Angeles County Tax Revenue	CCD LA COUNTY GEN-PYMT REF=3504881 - REPORT ATTACHED		111,745.36	545,369.95
04/16/2025					25,647.47	433,624.59
04/15/2025		CalPERS	CCD CALPERS 3100 REF=4671583	1,288.89		407,977.12
04/11/2025		Nationwide	PPD NATIONWIDE PAYMENTS REF=8279949	1,075.00		409,266.01
04/11/2025		CalPERS	CCD CALPERS 3100 REF=3006116	7,607.73		410,341.01
04/11/2025		CalPERS	CCD CALPERS 1900 REF=3006967	1,480.42		417,948.74
04/11/2025		CalPERS	CCD CALPERS 3100 REF=3006118	1,617.67		419,429.16
04/11/2025		CalPERS	CCD CALPERS 1900 REF=3006969	151.33		421,046.83
04/11/2025		SEAGRANT			7,975.00	421,198.16
04/10/2025		Wildlife Conservation Board			3,180.00	413,223.16
04/10/2025					63,617.60	410,043.16
04/07/2025	Bill.com	Mnemonic Computer Solutions, Inc.		1,775.00		346,425.56
04/07/2025	4811	Sheldon Engineering, Inc.		4,440.00		348,200.56
04/07/2025	ACH	Agility Financial Partners, LLC		3,022.50		352,640.56
04/03/2025	4810	CalTrans		50,000.00		355,663.06
04/03/2025	ACH	Mark Thomas & Company, Inc		8,950.00		405,663.06
04/03/2025	ACH	Stillwater Sciences, Inc.		8,537.75		414,613.06
04/03/2025	ACH	Moffatt & Nichol Engineers, Inc.		443,500.69		423,150.81
04/02/2025		Paychex	CCD PAYCHEX INC FLEXPERS REF=1579050	160.33		866,651.50
04/02/2025		Southern California Edison	CCD SO CAL EDISON CO DIRECTPAY REF=1094799	111.32		866,811.83
04/02/2025		Paychex	CCD PAYCHEX EIB INVOICE REF=8726679	1,568.68		866,923.15
04/02/2025		Paychex	CCD PAYCHEX-RX PAYROLL REF=0933499	50,333.84		868,491.83
04/02/2025		Paychex	CCD PAYCHEX TPS TAXES REF=0000380	20,221.04		918,825.67
				781,204.85	290,990.08	

Resource Conservation District of the Santa Monica Mountains
A/R Aging Summary Report
As of May 15, 2025

Customer	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	Total	Pass Thru	Net	Notes
Architerra Design Group			3,552.50			3,552.50	0.00	3,552.50	
CA Dept. of Fish and Wildlife		42,255.79				42,255.79	33,009.07	9,246.72	
CA Dept.of Forestry & Fire Protection	6,269.76	514.08	19,227.04	18,422.41	22,220.52	66,653.81	0.00	66,653.81	
California State Coastal Conservancy			174,831.68			174,831.68	92,836.38	81,995.30	05/15/2025 - 83k resubmitted for processing
California State Parks					10,187.02	10,187.02	2,994.68	7,192.34	05/15/2025 - Follow-up for pymt status via email
CalTrout					112.50	112.50	0.00	112.50	05/15/2025 - Follow-up for pymt status via email
El Rincon Elementary School			650.00			650.00	0.00	650.00	
Elva Yanez	2,000.00					2,000.00	0.00	2,000.00	
Emilie Ritchen Elementary School					770.00	770.00	0.00	770.00	05/15/2025 - Follow-up for pymt status via email
Frank Del Olmo Elementary				770.00		770.00	0.00	770.00	05/15/2025 - Follow-up for pymt status via email
Iraj Safapour			1,370.00			1,370.00	0.00	1,370.00	05/15/2025 - Follow-up for pymt status via email
Joern Ryan Vallesteros	1,882.20					1,882.20	0.00	1,882.20	
Lemay Elementary School				550.00		550.00	0.00	550.00	05/15/2025 - Follow-up for pymt status via email
Malibu Foundation					1,652.16	1,652.16	0.00	1,652.16	05/15/2025 - Follow-up for pymt status via email
Mountains Restoration Trust						0.00	0.00	0.00	
National Fish and Wildlife Foundation -	54,843.75	42,063.50	16,859.50	19,513.50		133,280.25	0.00	133,280.25	
Natural Resources Conservation Service					70,776.76	70,776.76	0.00	70,776.76	05/15/2025 Resubmitting invoices with add'l support
Seminole Springs MHP., Inc			7,044.50			7,044.50	0.00	7,044.50	
USGBC-LA		1,750.00				1,750.00	0.00	1,750.00	
Wildlife Conservation Board	336,210.94	244,108.16	118,274.58	23,735.56	27,760.87	750,090.11	628,502.15	121,587.96	
TOTAL	401,206.65	330,691.53	341,809.80	62,991.47	133,479.83	\$1,270,179.28	\$757,342.28	\$512,837.00	

May 2025 Report
Clark Stevens, Architect
Director of Resource Design

District Boundary expansion:

- Brief coordination with DM regarding strategy and her next steps

SMBRC Board and Executive Committee (Alternate):

- no activity this month

SoLA Connectivity Master Plan (Project Director and architect):

- by weekly meeting with project team/partners including City/County
- Team Subcontracting efforts
- Mapping and database setup and concept meeting with AURA for potential digital community engagement tool
- Scheduled next meeting with TPL on Interface Conservation Fund to review mapping, strategy and potential funders.

Newhall Wildlife Passage Project:

- Two Caltrans PID, consulting and internal team progress meetings, design staff coord
- Attended and presented at Intl Conference on Environment and Transportation in Denver as part of CA delegation, had several meetings with WCB client rep, Caltrans officials and Engineering team members

Topanga Lagoon Restoration (Principal Architect/Master Plan):

- DPR half-day workshop on Design direction and parameters for post-fire situation. Determined that visitor services including overnight accommodations would be included going forward and looked at site location and ecological improvements that could be made as a result of the potential new footprint.
- Communications and response to questions from PM

Manzanita School (project director and architect):

- Bio report completed; final concept design next

Seminole Springs-Sierra Creek/tributaries restoration plan (Project Director, Architect):

- Received draft final engineering report and reviewed to establish feasibility of two design alternatives, a flow-through stream restoration concept and an enhanced reservoir replacement concept per client direction
- TAC meeting #2 next to evaluate engineering modeling results
- Directed work of environmental designer
- Coordinated with Principal Conservation Biologist

Wildfire Resilience grants (NFWF/Calfire, Architect):

- Began garden typology task consultant, initiated type 1 design

- posted RFP addendum for demo site garden construction bids to provides response to questions
- Planning meetings with Community Resilience Director and project managers

Other Resource Design Department updates

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (HEREAFTER "MEMORANDUM") IS ENTERED INTO BY AND BETWEEN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (HEREAFTER "SDRMA") AND THE PARTICIPATING PUBLIC ENTITY (HEREAFTER "ENTITY") WHO IS SIGNATORY TO THIS MEMORANDUM.

WHEREAS, on August 1, 2006, SDRMA was appointed administrator for the purpose of enrolling small public entities into the Public Risk Innovation, Solutions and Management (PRISM) Health and/or Employee Benefits Small Group Program (hereinafter "PROGRAM"); and

WHEREAS, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments, and premiums are governed by the PRISM Health Committee and/or PRISM Employee Benefits Committee for the PROGRAM (the "COMMITTEE") and not SDRMA; and

WHEREAS, ENTITY desires to enroll and participate in the PROGRAM.

NOW THEREFORE, SDRMA and ENTITY agree as follows:

1. **PURPOSE.** ENTITY is signatory to this MEMORANDUM for the express purpose of enrolling in the PROGRAM.
2. **ENTRY INTO PROGRAM.** ENTITY shall enroll in the PROGRAM by making application through SDRMA which shall be subject to approval by the PROGRAM's Underwriter and governing documents and in accordance with applicable eligibility guidelines.
3. **MAINTENANCE OF EFFORT.** PROGRAM is designed to provide an alternative health benefit solution to all participants of the ENTITY including active employees, retired employees (optional), dependents (optional) and public officials (optional). ENTITY public officials may participate in the PROGRAM only if they are currently being covered and their own ENTITY's enabling act, plans and policies allow it. ENTITY must contribute at least the minimum percentage required by the eligibility requirements
4. **PREMIUMS.** ENTITY understands that premiums and rates for the PROGRAM are set by the COMMITTEE. ENTITY will remit monthly premiums based upon rates established for each category of participants and the census of covered employees, public officials, dependents and retirees.

Rates for the ENTITY and each category of participant will be determined by the COMMITTEE designated for the PROGRAM based upon advice from its consultants and/or a consulting Benefits Actuary and insurance carriers. In addition, SDRMA adds an administrative fee to premiums and rates for costs associated with administering the PROGRAM. Rates may vary depending upon factors including, but not limited to,

demographic characteristics, loss experience of all public entities participating in the PROGRAM and differences in benefits provided (plan design), if any.

SDRMA will administrate a billing to ENTITY each month, with payments due by the date specified by SDRMA. Payments received after the specified date will accrue penalties up to and including termination from the PROGRAM. Premiums are based on a full month, and there are no partial months or prorated premiums. Enrollment for mid-year qualifying events and termination of coverage will be made in accordance with the SDRMA Program Administrative Guidelines.

5. **BENEFITS.** Benefits provided to ENTITY participants shall be as set forth in ENTITY's Plan Summary for the PROGRAM and as agreed upon between the ENTITY and its recognized employee organizations as applicable. Not all plan offerings will be available to ENTITY, and plans requested by ENTITY must be submitted to PROGRAM underwriter for approval.
6. **COVERAGE DOCUMENTS.** Except as otherwise provided herein, coverage documents from each carrier outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the PROGRAM and will be provided by SDRMA to each ENTITY. SDRMA will provide each ENTITY with additional documentation, defined as the SDRMA Program Administrative Guidelines which provide further details on administration of the PROGRAM.
7. **PROGRAM FUNDING.** It is the intent of this MEMORANDUM to provide for a fully funded PROGRAM by any or all of the following: pooling risk; purchasing individual stop loss coverage to protect the pool from large claims; and purchasing aggregate stop loss coverage.
8. **ASSESSMENTS.** Should the PROGRAM not be adequately funded for any reason, pro-rata assessments to the ENTITY may be utilized to ensure the approved funding level for applicable policy periods. Any assessments which are deemed necessary to ensure approved funding levels shall be made upon the determination and approval of the COMMITTEE in accordance with the following:
 - a. Assessments/dividends will be used sparingly. Generally, any over/under funding will be factored into renewal rates.
 - b. If a dividend/assessment is declared, allocation will be based upon each ENTITY's proportional share of total premiums paid for the preceding 3 years. An ENTITY must be a current participant to receive a dividend, except upon termination of the PROGRAM and distribution of assets.

-
- c. ENTITY will be liable for assessments for 12 months following withdrawal from the PROGRAM.
 - d. Fund equity will be evaluated on a total PROGRAM-wide basis as opposed to each year standing on its own.
9. WITHDRAWAL. ENTITY may withdraw subject to the following condition: ENTITY shall notify SDRMA and the PROGRAM in writing of its intent to withdraw at least 90 days prior to their requested withdrawal date. ENTITY may rescind its notice of intent to withdraw. Once ENTITY withdraws from the PROGRAM, there is a 3-year waiting period to come back into the PROGRAM, and the ENTITY will be subject to underwriting approval again.
 10. LIAISON WITH SDRMA. Each ENTITY shall maintain staff to act as liaison with SDRMA and between the ENTITY and SDRMA's designated PROGRAM representative.
 11. GOVERNING LAW. This MEMORANDUM shall be governed in accordance with the laws of the State of California.
 12. VENUE. Venue for any dispute or enforcement shall be in Sacramento, California.
 13. ATTORNEY FEES. The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.
 14. COMPLETE AGREEMENT. This MEMORANDUM together with the related PROGRAM documents constitutes the full and complete agreement of the ENTITY.
 15. SEVERABILITY. Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.
 16. AMENDMENT OF MEMORANDUM. This MEMORANDUM may be amended by the SDRMA Board of Directors and such amendments are subject to approval of ENTITY's designated representative, or alternate, who shall have authority to execute this MEMORANDUM. Any ENTITY who fails or refuses to execute an amendment to this MEMORANDUM shall be deemed to have withdrawn from the PROGRAM on the next annual renewal date.
 17. EFFECTIVE DATE. This MEMORANDUM shall become effective on the later of the first date of coverage for the ENTITY or the date of signing of this MEMORANDUM by the Chief Executive Officer or Board President of SDRMA.
 18. EXECUTION IN COUNTERPARTS. This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: _____

By: _____

Special District Risk
Management Authority

Dated: _____

By: _____

Resource Conservation District of the
Santa Monica Mountains

April 2025 Board Report

Dan Cooper, Principal Conservation Biologist

May 8, 2025

Bio/Restoration/Resource Design

- Work continued on the Los Angeles Raptor Study (joint project with RCDSMM and Friends of Griffith Park).
- Work continued with Topanga Elementary School oak woodland restoration.
- Work continued for “Save Elephant Hill” (El Sereno), attending bioblitz/nature celebration (4/26) and delivering comments at SMMC board meeting (4/21).
- Submitted the prospectus for Eastern Santa Monica Mtns. Land Bank (with local client, and staff incl. Bella Isles).
- Met with several potential new clients for projects, incl. new development along Stokes Cyn.
- Worked on various small projects for clients, including Trust for Public Land acquisition near Saddle Peak, and surveys for proposed new homes within district.
- Worked with Alyssa Morgan and got edited manuscript on oak woodland restoration returned to journal.

Misc.

- Attended ERB meeting (4/21).
- Attended meeting with fire and agency staff at NPS to better coordinate our response and future activities (4/3).
- Met with famous local artist about tie-in with postfire project.
- Attended Partners-in-Flight meeting (Arcadia), a consortium of land managers and academics working on bird conservation (4/24).
- Spoke at City of LA hearing to preserve biodiversity and climate funding as part of city budget for FY 25-26.
- Continuing as a University Lecturer, at UCLA (IoES) and CSULB (Ornithology) – not part of RCDSMM billing.

April 2025
Rosi Dagit
Research and Restoration

Topanga Lagoon Restoration Planning 3226

Prepared monthly report. Coordinated new work plan and budget tracking with Kara. Supervised water quality testing. Assisted Jamie and Danielle on the revised scope of work for the state parks visitor services elements. Finalized contract with Design Workshop with revised scope due to fire. Attended Beach Commission meeting to provide Topanga lagoon update. Setup and ran monthly SWAMP survey at Topanga Lagoon.

CDFW Topanga Lagoon CEQA Grant 3238

Waiting for additional CEQA efforts once design is further along.

WCB Topanga Lagoon Grant 3247 Part 1

Prepared monthly report and invoice. Coordinated with MN and Caltrans regarding project report, design, and landowner agreement. Project Team coordination calls. Reviewed invoicing and reporting. Monitoring for the geotechnical borings provided and coordination of contractor passes and access. Worked with SCE regarding coordination of undergrounding with Topanga project.

CDPR Malibu Snorkel Survey 3244

Prepared invoice and monthly report, reviewed data. Franklin Fire impacted all critical habitat. Conducted site visit and determined that snorkel survey might work for April. Still planning longitudinal mapping and received funds from Sup Horvath to handle data and map preparation.

CDFW Genetic Conservation Plan 3243 CDFW

Prepared monthly report. Edison High School started setting up the new holding facility. Revised permit and coordinated edits. Did site visit at Escondido Creek and connected the Escondido Creek Conservancy with folks to set up another holding facility on their property.

WCB Oak Restoration 3248

No action this month.

Topanga Elementary School Oak Violation Contract 3246

Alyssa mapped the locations of existing surviving saplings and new growth. Had zoom call to discuss status and next steps. Started revisions with County comments to resubmit.

WCB Topanga Lagoon Grant 3251 Part 2

Prepared invoice and monthly rpt. Calls with Caltrans, MN and Project team to coordinate next steps. MN conceptual design continued. Prepared bridge category exemption memo.

Topanga Snorkel 3252 CDPR

Snorkel surveys have been postponed until Fall when we hope slopes will be more stable. Also postponed longitudinal habitat mapping due to safety concerns. Conducted lower reach annual stream survey and continued breach monitoring.

Fire Response 3117

Visited Topanga Trout in Arroyo Hondo and Continued to respond to emails and concerns regarding road and creek status. Worked with USFWS to coordinate on-going care of tidewater gobies, set up experiment to treat the fungal infection, provided funding to UCLA for genetic analysis and conducted surveys in

Topanga Lagoon to check conditions. Conducted site visits to document Topanga Creek conditions and supervised water quality collection to contribute to SCCWRP project which is collating all WQ data. Website now active. Sediment samples were hand delivered to CSULB and UCSC for analysis. Worked with Caltrans and Contractor to replace soil lost and cover roots of sycamore tree on TCB. Continued monitoring Topanga Creek and Topanga Canyon Blvd. conditions. Presented a poster at the SRF conference and participated in a workshop on Fire and Fish.

Horvath Social Program Grant 3257

No action yet. Obtained new grant to cover cost of data analysis and comparison mapping for both Malibu and Topanga longitudinal habitat profiles. Field work to collect data covered by snorkel grants.

NEW PROJECT DEVELOPMENT 1009

- Assisted Danielle with Topanga Lagoon grant proposals for FRGP
- Assisted Dan with development of bulldozer impacts
- Assisted Isaac with development of amphibian/herp post fire assessment proposal

Other updates

- Continued conversations about transition of my supervisory work to Danielle and others.
- Provided guidance to LA COUNTY Living Shoreline Project Feasibility study.
- Provided info that Jamis shared at the Board meeting re Topanga Canyon Blvd. updates
- Worked with Art on budget and invoicing issues
- Met with Lisa and Tracy re staffing issues

To: Board of Directors, RCDSMM
From: Marilyn Brody French, Director of Education
Re: Education Department Report April 2025

Virtual Education Programs

of programs delivered: 7

- 8 week spring series concluded on April 7 with Rio School District
- coordinated by Ashley Meier, part time Education Programs Coordinator

Field Education Programs

of programs delivered: 9

- Malibu Lagoon, Tapia Park (self-paid groups)
- Sepulveda Basin funded by San Fernando Valley Audubon Society
- Partnership with National Parks Service allows for transportation coverage

Special Programs

- Advanced program with long time attendee teacher at Malibu Lagoon

WiLD CiTY Workshops

of programs delivered: 1

- Cyanotype Printing with Steve Meier

Staff Management

- training of 3 new educators

CCC Watershed Stewards Program (AmeriCorps partner)

- AmeriCorps facing funding cuts, more information to come on how this will impact this year's and next year's service year

Funding Development

- Waiting on parameters for Safe Clean Water Grant
- Applied for Malibu City GF
- Conversations with Jane Goodall's Institute's Roots & Shoots youth program
- Planning fall fundraiser for ed programs targeting individuals/corporations, campaign to include short video of outdoor ed programs and "menu" of funding opportunities

May 19, 2025, Board Report, Community Resilience Department

Shelly Backlar, Community Resilience Director

Project Manager: Newhall Wildlife Crossing and South LA Habitat Connectivity Master Plan

April update

Newhall Wildlife Crossing- WCB grant

- Our Caltrans kick off meeting took place on April 2, 2025.
- Mark Thomas Engineers and Stillwater Sciences are refining the Preliminary Environmental Analysis Report (PEAR) and are reviewing As built documents from Caltrans for both alternative sites – Old Rd. X (aka Gavin Canyon by Caltrans), and Weldon Canyon North.
- We meet monthly on the first Wednesday until this process is complete, approximately one year from now.

Community Resilience- Various grants. CR Team:

- We are preparing for a Community Wildfire Training Session, Led by Pat Durland, on Friday evening, May 23, and Saturday, May 24.
 - There are Zoom and in-person options (taking place in the Sycamore Room at the Calabasas Community Center) are available for the lectures/presentations on Friday evening and Saturday morning.
 - Those who complete both the training presentations and complete a structure analysis exercise on Saturday afternoon receive a Certificate of Completion
 - The Eventbrite link to register is [here](#).
- We attended Wildfire Resilience Subregional Meetings focused on the Santa Monica and Santa Susana Mountains organized by the Mountains Recreation and Conservation Agency (MRCA). The meetings include representatives from each region – LA County Fire, City Managers, Parks and Recreation officials, Emergency Management organizations, and other organizations affiliated with wildfire management and education programs.
- We are reviewing and updating content on the Defensible Space and RCDSMM wildfire program pages, especially language and recommendations about Zone 0 landscape guidelines.

Regenerative Agriculture- NRCS Capacity Building grant

- No current funding or project at this time.

Urban Wildlife Connectivity Plan for South Los Angeles County Master Plan

- We are holding weekly meetings to review with our bio/science/ecology team and have started including both LA city and county staff to discuss their roles as both are in-kind project contributors.