

**BOARD OF  
DIRECTORS**

Richard C. Brody  
President

Laurie Price  
Vice President

Beth Burnam  
Director

Nancy Helsley  
Director

Riki Clark  
Director

## **REGULAR BOARD MEETING**

### **EIGHT-HUNDRED SEVENTY-THIRD MEETING**

**Monday January 26, 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 Helsley, Riki Clark and Laurie Price with Associate Director Dennis Washburn also present. Director Berth Burnam and Associate Directors Chris Doran and Esther Feldman joined virtually. Various staff members were also present both virtually and in person.
2. **INTRODUCTION OF GUESTS:** Adi Liberman from LA Country Safe Clean Water Program was present and gave a presentation on the program. Additional Guests joined virtually including Glenn Bailey and Brooks Engelhardt (NRCS)
3. **PUBLIC COMMENTS:** None
4. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** Mr. Engelhardt reported on the NRCS' application deadlines for landowners and farmers to aid in reducing soil erosion, to improve water quality, wildlife habitat management, conservation stewardship projects that offer expert technical assistance and cost-sharing programs.
5. **MINUTES:** Approval of minutes from meetings on December 22, 2025. The Board reviewed the minutes and voted to approve them as presented. President R.C. Brody moved to approve. Ms. Helsley/Ms. Clark, approved 4-0
6. **FINANCIAL REPORTING:** The district's financial reports were presented through December 2025. It was noted that there was a Board Finance Committee meeting held on Friday January 23<sup>rd</sup> to review the mid-year budget. It was also noted that \$60K was moved into reserves this month bringing the total to approx. \$280K.
7. **REGULAR CALENDAR.**

- A. Resolution No. 2026-01-26 Authorizing entering into a cooperative agreement with CALTRANS to conduct the project approval and engineering document (PA&ED) needed to complete 65% design for the Newhall Wildlife crossing project, funded by the wildlife conservation board was not adopted there was discussion on what becoming the CEQA lead means or the district, while there was consensus to approve the resolution and omit language designating CEQA lead it was later deemed unnecessary. It was discussed that the item will be back on the February agenda once more information is disseminated.
- B. Discussion on electing to be subject to the Public Employees' Medical and Hospital Care Act at an unequal amount for employees and annuitants. The Administrative Operations Manager presented information on the impacts and costs associated with entering into a health care agreement with CalPERS. It was discussed that a resolution will be added onto the February Agenda.
- C. Finalizing CARCD Board resolutions and bylaws vote discussions continued with Director Helsley providing more information on her recommendations to vote. The board approved Director Helsley voting as she seems fit. Mr. Burnam/Ms. Clark, approved 4-0
- D. Discussion on staff submitted policies and procedures for Board approval of public comments and letters of support. The board reviewed a staff draft of policies and procedures, and it was requested to send all comments directly to the Board Secretary to compile notes. Mrs. Burnam also noted a previously signed letter on the district's website that was not brought to the board for approval, and it was voted to be taken down as it did not follow procedures. Mr. Burnam/Ms. Clark, approved 4-0
- E. Discussion on proposed Acting or Interim Appointments of Existing Employees Policy. It was discussed that this item could be moved to the staff leadership team for review.
- F. Update from Personnel Committee on District Manager job search: Discussion to finalize Board availability for Interview dates and times and to change first interviews to staff and personnel committee rather than full board.

8. DIRECTOR'S COMMENTS: Ms. Helsley presented and update on Envirothon and CARCD's discontinued sponsorship.
9. INFORMATIONAL REPORTS:
  - A. Staff Reports for December 2025 were presented in the Director's Packets.
10. ADJOURNMENT: 8:40 PM Ms. Price/Ms. Helsley

**11. CLOSED SESSION:** Adjourned 9:42 PM; discussions to conduct a finance committee meeting to address health care concerns.

Submitted By: \_\_\_\_\_  
Lisa Rand, Administrative Operations Manager

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

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

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