

**BOARD OF  
DIRECTORS**

Richard C. Brody  
President

Laurie Price  
Vice President

Nancy Helsley  
Treasurer

Beth Burnam  
Director

Riki Clark  
Director

**DISTRICT MANAGER**

Jasmine Reinhardt

## REGULAR BOARD MEETING

*EIGHT-HUNDRED EIGHTYIETH MEETING*

***Monday July 27, 2026—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. Various staff members were also present both virtually and in person. Brooks Engelhardt (NRCS) attended virtually.
2. **INTRODUCTION OF GUESTS:** Patrica Bates and Paula Orlovich from the San Fernando Valley Audubon Society
3. **PUBLIC COMMENTS:** None
4. **USDA/NATURAL RESOURCES CONSERVATION SERVICE REPORT:** Mr. Engelhardt reported on the NRCS recent activities which included updates for the farm bill program and other NRCS programs.
5. **MINUTES:**
  - A. Approval of minutes for meeting on June 22, 2026. The Board reviewed the minutes and voted to approve them as presented. President R.C. Brody moved to approve. Ms. Price/Ms. Helsley, approved 4-0
6. **FINANCIAL REPORTING:** The district's financial reports were presented through May 2026. Discussion was had to postpone the transfer of \$50K to the district reserves until December 2026 after the district receives a large tax payment. At that time, it will be assessed if more than \$50K can be placed into reserves.
7. **REGULAR CALENDAR.**
  - A. Public Requests Act- District Manager J. Reinhardt updated the board that the district has received a request for public records regarding the education department's restructuring and informed that a first response was issued and that a second search for records is being conducted to ensure all records are being

- furnished. She also noted that the district received a request from a nonprofit to document any public requests from last year which the district did not have any.
- B. Soliciting recommendations for potential board members, Director Helsley will not be applying for another board term in the fall and conversations were started for soliciting new board members.
  - C. San Fernando Valley Audubon Society- Seeking preliminary approval to enter into MOU with RCDSMM for education programs: P. Bates and P. Orlovich spoke to the board on the long-term collaboration and partnership that the district has with the SFVAS to conduct education programs at Sepulveda Basin. They came to the board with concerns over the recent Reduction in Workforce to the district's education team and that SFVAS should have been informed. Ms. Bates and Ms. Orlovich also addressed that long-term employees were upset and that concerns about timing have affected trust between the organizations. Discussions continued with details of the programs and the restructuring. A decision was made to continue with a MOU between the two organizations. Ms. Clark /Ms. Helsley, approved 4-0
  - D. Approval for amendment of the FY2026-27 budget to appropriate up to \$50,000 from beginning General Fund balance for the purchase of a 4x4 truck and authorize the General Manager to complete the purchase in an amount not to exceed \$50,000. Ms. Price/Ms. Clark, approved 4-0
  - E. Staff Manual Updates :Paid Time Off (PTO) Timing- Update Employee Handbook to clarify language for employees to begin new accrual rates at the completion of 5 years and start of year 6 of service and so forth. There was also discussion about making changes in the future for both sick and vacation accruals to be based on pay period and not hours worked. Ms. Clark32/Ms. Price, approved 4-0

## 8. INFORMATIONAL REPORTS:

- A. Staff reports for June 2026 were presented in the Director's Packets.

## 9. DISTRICT MANAGER COMMENTS: Included in staff report.

## 10. DIRECTORS' COMMENTS/ANNOUNCEMENTS: Ms. Helsley presented an overview on the results of the national Envirothon. Mr. Washburn encouraged seeking out Safe Clean Water Measure W funding.

11. OPEN SESSION COMMENCEMENT: 7:22 PM

12. CLOSED SESSION: Closed session regarding personnel matters began at 7:33 PM and ended at approximately 8:20 PM. Items discussed included Updates on Personnel Matters and status of Personnel Committee.

13. ADJOURNMENT: approximately 8:31 PM

*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.*

