



Upper Salinas-Las Tablas Resource Conservation District

5905 Capistrano Ave, Suite F, Atascadero, CA 93422 | 805.460.7272 | www.us-ltrcd.org

Board of Directors Special Meeting Minutes October 30, 2025

- I. Call to Order, 4:00pm by Drew Loganbill
Attendance
Board Directors: Tom Mora, President; Steve Carter, Treasurer; Chris Smith; Eric Michielssen
Staff: Drew Loganbill, Executive Director/Board Secretary; Marina Washburn, Finance Officer (presenting remotely via teleconference)
Associates: none
Public: none
- II. Additions/Changes to the Agenda (Gov. Code § 54954.2(B)): None.
- III. Public Comment: none
- IV. **Board Discussion and/or Action Items**
 - a. Resolution 2025-4 to adopt a unified manual containing thirteen (13) distinct, numbered policies. [co-Presenter: Marina Washburn, Finance Officer (may present remotely via teleconference)]: MW went through all policies in financial manual. Current policies will supersede any previous policies. TM motion to approve, EM second, all present approve.
 - b. Resolution 2025-5 to ratify and confirm actions and expenditures from FY2022-23. [co-Presenter: Marina Washburn, Finance Officer (may present remotely via teleconference)]: SC motion to approve, CS second; all present approve.
 - c. Resolution 2025-6 to ratify and confirm actions and expenditures from FY2023-24. [co-Presenter: Marina Washburn, Finance Officer (may present remotely via teleconference)]: SC motion to approve, TM second; all present approve.
 - d. Resolution 2025-7 to ratify and confirm actions and expenditures from FY2024-25. [co-Presenter: Marina Washburn, Finance Officer (may present remotely via teleconference)]: SC motion to approve, CS second; all present approve.
 - e. Resolution 2025-8 to rescind the incorrect calendar year 2025 budget and formally adopt the correct fiscal year 2025-26 budget. [co-Presenter: Marina Washburn, Finance Officer (may present remotely via teleconference)]: SC motion to approve, TM second; all present approve.
 - f. Resolution 2025-9 to approve formal response letter to LAFCO. [co-Presenter: Marina Washburn, Finance Officer (may present remotely via teleconference)]: SC motion to approve, EM second; all present approve.
- V. Adjournment of meeting: 5:16 pm.