

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS  
REGULAR MEETING  
FEBRUARY 28, 2023**

**CALL TO ORDER**

The regular meeting of the Placer County Resource Conservation District (District /RCD) Board was called to order by RCD Board Chair Claudia Smith, on a Zoom Online Meeting.

**MEMBERS AND OTHERS PRESENT**

Directors Present: Claudia Smith  
Stephen (Steve) Jones  
Jonathan (Jon) Jue  
Kristin Lantz  
Cathy Johnson

Directors Absent: Thomas (Tom) Wehri  
Patricia (Patti) Beard – Logged in, to approve Meeting Minutes

Others Present: Sarah Jones, RCD Executive Director  
Andrew Fritz, RCD Employee

**APPROVAL OF AGENDA**

Kristin Lantz moved to approve the agenda as presented. Steve Jones seconded, and the motion passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

**PUBLIC COMMENT**

No public comment was given.

**MEETING MINUTES**

Patti Beard moved to approve the meeting minutes for the Regular Board meeting held on August 23, 2022. Cathy Johnson seconded, and the motion passed with 4 ayes and 1 abstention.

Kristin Lantz moved to approve the amended meeting minutes for the special meeting held on January 30, 2023. Steve Jones seconded, and the motion passed unanimously.

Kristin Lantz moved to approve the meeting minutes for the finance committee meeting held on February 6, 2023. Steve Jones seconded, and the motion passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, Patti Beard and Jon Jue)

**FINANCIAL REPORTS**

Sarah Jones presented the financial reports for January 2023. Jon Jue moved to accept the financial reports as presented. Steve Jones seconded, and the motion passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

## **AGENCY REPORT**

No Agency reports were given.

## **BUSINESS**

### **New Business:**

#### **a) Grants and Projects Update**

Sarah Jones and Andrew Fritz gave an update on the current projects and upcoming grant opportunities.

#### **b) Community Engagement and Outreach Specialist job description and position**

Cathy Johnson moved to approve the Community Engagement and Outreach Specialist job description and position details. Jon Jue seconded, and the motion passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

#### **c) Resolution 23-03, NACD Urban and Community Conservation Grant Initiative Grant Proposal**

Kristin Lantz moved to approve Resolution 23-03, NACD Urban and Community Conservation Grant Initiative grant proposal. Steve Jones seconded, and the motion passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

#### **d) Resolution 23-04, Prescribed Burning on Private Lands**

Steve Jones moved to approve Resolution 23-04, to enter into an agreement with the State of California to carry out the Prescribed Burning on Private Lands. Cathy Johnson seconded, and the motions passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

#### **e) Resolution 23-05, North Fork American River Shaded Fuel Break Phase 3**

Steve Jones moved to approve Resolution 23-05, to enter into an agreement with the State of California to carry out the North Fork American River Shaded Fuel Break Phase 3 project. Jon Jue seconded, and the motion passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

#### **f) Fleet truck purchase - Chipper Program**

Cathy Johnson moved to approve the purchase of a 3500 HD Silverado truck for the Chipper Program. Jon seconded, and the motion passed unanimously.  
(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

**g) Request for Proposal – Professional Auditing Services**

Claudia expressed that firms with experience working with special districts is preferred. Kristin Lantz moved to approve the Request for Proposal for Professional Auditing Services. Cathy Johnson seconded, and the motion passed unanimously.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)

**Old Business:**

**h) All Staff Report**

Staff reports are provided in Board packet.

**DIRECTORS COMMENTS**

Claudia Smith suggested hosting an employee appreciation luncheon in March. Directors were asked to bring in their binders to the next Board meeting for updated material.

**FUTURE AGENDA ITEMS**

Future agenda items to include –Bring Directors Binders to next meeting for updated materials and Finance Committee meeting March 16, 2023.

**ADJOURNMENT**

The regular meeting was adjourned at 5:45 pm. Jon Jue moved to adjourn the regular meeting. Cathy Johnson seconded, and the motion passed unanimously. The next regular meeting is scheduled for March 28, 2023, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.

(Roll Call – Claudia Smith, Steve Jones, Kristin Lantz, Cathy Johnson, and Jon Jue)