



**July 25, 2023
11641 Blocker Drive
Auburn, CA 95603
(second floor conference room)**

The public may attend the meeting at the address listed above.

**Regular Board Meeting
4:00pm**

- 1) CALL TO ORDER
- 2) MEMBERS & GUESTS PRESENT
- 3) APPROVE THE AGENDA
- 4) PUBLIC COMMENT

This time is provided so that persons may speak to the Board on any item not on this agenda. Public comments are limited to 5 minutes. The Board cannot act on items not included on this agenda.

5) APPROVAL OF PREVIOUS MINUTES

- Regular Board Meeting- June 27, 2023

The board will review and act to accept/deny previous meeting minutes listed

6) FINANCIAL REPORTS

- June 2023 Financial Report

The board will be given an update by the Administration and Finance Manager on recent financial management activities and will review and may act to accept/deny the June 2023 monthly Financial Report

7) AGENCY REPORTS

8) BUSINESS:

New Business:

- a. *Employee Acknowledgments*
The board will recognize employee anniversaries
Donna Thomassen – 1 year

Old business:

- b. *All-Staff Report*
The board will review the All-Staff Report

9) CLOSED SESSION: Pursuant to the cited authority (all references are to the Government Code), the Board of Directors will hold a closed session to discuss the following listed item. A report of any action taken will be presented prior to adjournment.

- a. *GOVERNMENT CODE SECTION 54956.9*
CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED
LITIGATION
Decision whether to initiate litigation pursuant to paragraph (4) of
subdivision (d) of Section 54956.9: One Case
- b. *GOVERNMENT CODE SECTIONS 54956.8 and 54954.5*
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 173 Taylor Road, Newcastle, CA 95658
Agency negotiator: Sarah Jones, Donna Thomassen- Placer County
Resource Conservation District
Negotiating parties: Randy Reuter, Eugene Berger Management-
Auburn
Under negotiation: Lease terms
- c. *GOVERNMENT CODE SECTION 54957 (§ (b)(1))*
PERSONNEL DISCUSSION
Discussion of performance and pay rates of Chipper Program staff

10) DIRECTORS REPORTS/COMMENTS

11) FUTURE AGENDA ITEMS

12) ADJOURNMENT

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
June 27, 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, at 4:01 pm in the 2nd floor conference room at 11641 Blocker Drive in Auburn, CA.

MEMBERS AND OTHERS PRESENT

Directors Present: Claudia Smith
Stephen (Steve) Jones
Jonathan (Jon) Jue
Thomas (Tom) Wehri
Kristin Lantz
Patricia (Patti) Beard
Cathy Johnson

Others Present: Sarah Jones, RCD Executive Director
Donna Thomassen, RCD Employee
Kate Espinola, RCD Employee
Cathy Cahoon, NRCS Employee
Mark Egbert, El Dorado County/Georgetown RCD Executive Director (Closed Session)
John Fisk, Baron & Budd (Closed Session)
Ed Diab, Dixon, Diab & Chambers, LLC (Closed Session)

APPROVAL OF AGENDA

Jon Jue moved to approve the agenda. Patti Beard seconded, and the motion passed unanimously.

PUBLIC COMMENT

No public comment was given.

MEETING MINUTES

Steve Jones moved to approve the meeting minutes for the Regular Board meeting held on April 25, 2023. Jon Jue seconded, and the motion passed unanimously.

FINANCIAL REPORTS

Donna Thomassen presented the financial reports for May 2023. It was disclosed the monthly reports are subject to change due to any adjusting journal entries that may affect the period of reporting. Kristin Lantz moved to accept the financial reports as presented. Cathy Johnson seconded, and the motion passed unanimously.

AGENCY REPORT

Cathy Cahoon, NRCS Employee presented her agency report. Cathy reported 41 new applications for CSP, RCPP and EQIP. 15 applications have been selected for funding. The Auburn field office is currently managing 105 contracts.

BUSINESS

New Business:

a) Employee Acknowledgements

The board recognized Chad Chaney and Allison Erny employee anniversaries. Discussion only.

b) Memorandum of understanding (MOU) between Placer County Resource Conservation District and Georgetown Divide Resource Conservation District

The district was awarded \$5,000,000 from the US Forest Service for Mosquito Fire post-fire recovery and restoration. Tom Wehri moved to approve entering a MOU with Georgetown Divide/ El Dorado RCD for the USFS "Mosquito Post Fire Disaster Recovery in Placer and El Dorado Counties" project. Steve Jones seconded, and the motion passed unanimously.

c) Employee Handbook

Tom Wehri moved to approve the updated Employee Handbook with minor corrections. Jon Jue seconded, and the motion passed unanimously.

d) Surplus Goods Disposal

It was explained that the district does not host the FSTEP Classes anymore and there is no need to store the practice shelters. Kristin Lantz moved to approve the disposal of the FSTEP practice shelters. Steve Jones seconded, and the motion passed unanimously.

e) Assembly Bill (AB) 338 Position

The Executive Director provided the details of AB338 and how it would affect the District. Kristin Lantz moved to adopt the opposition position on Assembly Bill 338. Steve Jones seconded, and the motion passed unanimously.

f) Grants and Projects Updates

The Executive Director presented an update on the district's grants and projects. The district received \$60,000 from NACD Urban Ag grant. The USFS awarded the district with \$5,000,000 for the Mosquito Fire disaster recovery. The district submitted a \$4,000,000 grant application to the Healthy Soils Program. Discussion only.

g) IT Support Services

The Executive Director presented 2 proposals for local IT support services. Kristin Lantz moved to select Team Logic for the office IT support. Tom Wehri seconded, and the motion passed unanimously.

h) Social Media Archiving, Monitoring, Analytics and Website Capture Software Service

Cathy Johnson made a motion to use Archive Social for the district's social media archiving, monitoring, analytics, and website capture software service. Patti Beard seconded, and the motion passed unanimously.

i) Summer BBQ

Discussion only.

j) Outside Legal Counsel

Tom Wehri moved to allow the Executive Director to hire outside legal counsel for our forestry projects. Steve Jones seconded, and the motion passed unanimously.

Old Business:

k) All Staff Report

Staff reports are provided in Board packet.

Entered Closed Session at 5:08 pm.

CLOSED SESSION

- a. *GOVERNMENT CODE SECTION 54956.9
CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED
LITIGATION
Decision whether to initiate litigation pursuant to paragraph (4) of
subdivision (d) of Section 54956.9: One Case*

- a) **Report out: The board directed the Executive Director to speak with Placer County and coordinate a joint board meeting with El Dorado County/Georgetown Divide RCD boards.**

- b. *GOVERNMENT CODE SECTIONS 54956.8 and 54954.5
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 2370 Rickenbacker Way, Auburn, CA 95603
Agency negotiator: Sarah Jones, Donna Thomassen- Placer County
Resource Conservation District
Negotiating parties: Jim Esway, Crossroad Ventures Group
Under negotiation: Lease terms*

- b) Report out: The board directed the Executive Director to continue negotiations with terms.**

Closed Session ended at 6:29 pm.

DIRECTORS COMMENTS

Jon Jue and Kristin Lantz provided the dates they will be unavailable.

Tom Wehri finished and submitted the questionnaire for the SCRMC audit. Placer County has approved the audit. Tom also mentioned he will be attending the NACD Summer meeting in North Dakota.

Claudia Smith reminded the directors about the required trainings.

FUTURE AGENDA ITEMS

Future agenda items include follow-up on lease negotiations and litigation.

ADJOURNMENT

The regular meeting was adjourned at 6:40 pm. Kristin Lantz moved to adjourn the regular meeting. Jon Jue seconded, and the motion passed unanimously. The next regular meeting is scheduled for July 25, 2023, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.

Placer Resource Conservation District

Balance Sheet

As of June 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1050 Placer County Checking	981,653.74
1060b Mechanics Bank	27,947.87
1065 OPEB-PARS	202,966.20
Total Bank Accounts	\$1,212,567.81
Accounts Receivable	
1110 Accounts Receivable	158,089.55
Total Accounts Receivable	\$158,089.55
Other Current Assets	
1200 Prepaid Expenses	624.75
1201 Prepaid Expenses - Insurance	17,746.28
1203 Prepaid Rent	5,836.80
Total 1200 Prepaid Expenses	24,207.83
1300 Security Deposit	4,076.80
Undeposited Funds	600.00
Total Other Current Assets	\$28,884.63
Total Current Assets	\$1,399,541.99
Fixed Assets	
1625 Machinery and Equipment	
1626 Machinery & Equipment - Original Cost	589,296.99
1627 Machinery & Equipment - Depreciation	-199,361.00
Total 1625 Machinery and Equipment	389,935.99
Total Fixed Assets	\$389,935.99
TOTAL ASSETS	\$1,789,477.98
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 Accounts Payable	357,510.03
Total Accounts Payable	\$357,510.03
Credit Cards	
2015 Mechanics Bank Credit Card (7708)	3,462.87

Placer Resource Conservation District

Balance Sheet

As of June 30, 2023

	TOTAL
Total Credit Cards	\$3,462.87
Other Current Liabilities	
2100 Other Post-Employment Benefits	250,461.00
2200 Salaries and Benefits Payable	42,754.34
2215 Accrued Leaves Payable	30,946.82
2250 Deferred Revenues	
2256 Deferred Revenue - CALFire NF Phase II 5GA20108	302,907.64
2260 Deferred Revenue - CALFire Mosquito HTM #5GA21146	126,841.52
2265 Deferred Revenue Forestry Mentorship Program	3,762.27
2280 Due to Placer Sierra Fire Safe Council	6,843.59
Total 2250 Deferred Revenues	440,355.02
Total Other Current Liabilities	\$764,517.18
Total Current Liabilities	\$1,125,490.08
Total Liabilities	\$1,125,490.08
Equity	
3200 Net Assets	1,376,934.87
3500 Assigned Funds	355,000.00
Net Income	-1,067,946.97
Total Equity	\$663,987.90
TOTAL LIABILITIES AND EQUITY	\$1,789,477.98

Placer Resource Conservation District

A/R Aging Detail

As of June 30, 2023

	Date	Transaction Type	Num	Donor	Department	Due Date	Amount	Open Balance	Update as of 7/20/23
91 or more days past due									
	12/31/2022	Invoice	23-219	California Department of Forestry & Fire	40- Temporarily Restricted Funds:#8GG19100 Calfire-Prescribed Burning	02/28/2023	13,839.02	13,839.02	paid
	12/31/2022	Invoice	23-231	NRCS	40- Temporarily Restricted Funds:NRCS Landowner Tech. Assistance	02/28/2023	22,611.46	22,611.46	paid
Total for 91 or more days past due							\$ 36,450.48	\$ 36,450.48	
61 - 90 days past due									
	03/31/2023	Invoice	23-392	Rick Menefee	30 - Board Designated Funds:Chipper Cost Share	04/30/2023	80.00	80.00	paid
Total for 61 - 90 days past due							\$ 80.00	\$ 80.00	
31 - 60 days past due									
	03/31/2023	Invoice	23-522	California Department of Forestry & Fire	40- Temporarily Restricted Funds:#8CA05240 Sac Headquarters Contract	05/01/2023	25,801.50	25,801.50	paid
	03/31/2023	Invoice	23-520	California Department of Forestry & Fire	40- Temporarily Restricted Funds:#8GG19100 Calfire-Prescribed Burning	05/02/2023	21,772.23	21,772.23	paid
	03/31/2023	Invoice	23-524	CA Dept of Food and Agriculture	40- Temporarily Restricted Funds:Healthy Soil Program TA	05/03/2023	2,764.27	2,764.27	
	03/31/2023	Invoice	23-519	NRCS	40- Temporarily Restricted Funds:NRCS Landowner Tech. Assistance	05/04/2023	14,851.07	14,851.07	
	05/11/2023	Journal Entry	062023DST	Public Surplus	30 - Board Designated Funds:Chipper Cost Share	05/11/2023	29,520.00	29,520.00	
	04/14/2023	Invoice	23-440	John James	30 - Board Designated Funds:Chipper Cost Share	05/14/2023	80.00	80.00	
	04/26/2023	Invoice	23-481	Susan Elliott	30 - Board Designated Funds:Chipper Cost Share	05/26/2023	80.00	80.00	
Total for 31 - 60 days past due							\$ 94,869.07	\$ 94,869.07	
1 - 30 days past due									
	05/31/2023	Journal Entry	062023-2DST	Public Surplus	30 - Board Designated Funds:Chipper Cost Share	05/31/2023	13,590.00	13,590.00	
	05/03/2023	Invoice	23-496	Cora Cooper	30 - Board Designated Funds:Chipper Cost Share	06/02/2023	80.00	80.00	
	05/03/2023	Invoice	23-500	George Black	30 - Board Designated Funds:Chipper Cost Share	06/02/2023	80.00	80.00	
	05/04/2023	Invoice	23-506	Shelvie Smith	30 - Board Designated Funds:Chipper Cost Share	06/03/2023	80.00	80.00	paid
	05/04/2023	Invoice	23-508	Andy Scheck	30 - Board Designated Funds:Chipper Cost Share	06/03/2023	80.00	80.00	
	05/04/2023	Invoice	23-512	Rob Hitchcock	30 - Board Designated Funds:Chipper Cost Share	06/03/2023	80.00	80.00	paid
	05/18/2023	Invoice	23-573	Sean Herron	30 - Board Designated Funds:Chipper Cost Share	06/17/2023	80.00	80.00	paid
	05/23/2023	Invoice	23-570	Stephen Cary	30 - Board Designated Funds:Chipper Cost Share	06/22/2023	1,720.00	1,720.00	paid
	06/27/2023	Invoice	23-694	Carmen	30 - Board Designated Funds:Chipper Cost Share	06/27/2023	80.00	80.00	
	06/27/2023	Invoice	23-696	Angela Brewer	30 - Board Designated Funds:Chipper Cost Share	06/27/2023	80.00	80.00	paid
	06/27/2023	Invoice	23-697	Jason Sutkus	30 - Board Designated Funds:Chipper Cost Share	06/27/2023	80.00	80.00	paid
	06/27/2023	Invoice	23-695	Lief Lowery	30 - Board Designated Funds:Chipper Cost Share	06/27/2023	120.00	120.00	
	06/27/2023	Journal Entry	06272023DST	Placer County Parks and Open Spaces		06/27/2023	6,500.00	6,500.00	
	06/28/2023	Invoice	23-699	Jeff	30 - Board Designated Funds:Chipper Cost Share	06/28/2023	80.00	80.00	
	06/28/2023	Invoice	23-700	Paul Shilling	30 - Board Designated Funds:Chipper Cost Share	06/28/2023	80.00	80.00	
Total for 1 - 30 days past due							\$ 22,810.00	\$ 22,810.00	
Current									
	06/30/2023	Invoice	23-730	Pat Whitechat	30 - Board Designated Funds:Chipper Cost Share	06/30/2023	80.00	80.00	
	06/02/2023	Invoice	23-602	Craig Hill	30 - Board Designated Funds:Chipper Cost Share	07/02/2023	80.00	80.00	
	06/07/2023	Invoice	23-610	Brandon Bolton	30 - Board Designated Funds:Chipper Cost Share	07/07/2023	80.00	80.00	paid
	06/08/2023	Invoice	23-619	Diana Sasseen	30 - Board Designated Funds:Chipper Cost Share	07/08/2023	80.00	80.00	paid
	06/08/2023	Invoice	23-622	Ed Kopfle	30 - Board Designated Funds:Chipper Cost Share	07/08/2023	80.00	80.00	
	06/09/2023	Invoice	23-626	Robert Hall	30 - Board Designated Funds:Chipper Cost Share	07/09/2023	80.00	80.00	paid
	06/12/2023	Invoice	23-653	Wilma Folkes	30 - Board Designated Funds:Chipper Cost Share	07/12/2023	80.00	80.00	
	06/14/2023	Invoice	23-631	Ryan Fogarty	30 - Board Designated Funds:Chipper Cost Share	07/14/2023	80.00	80.00	paid
	06/14/2023	Invoice	23-632	Jerald Starkey	30 - Board Designated Funds:Chipper Cost Share	07/14/2023	80.00	80.00	
	06/14/2023	Invoice	23-635	Phil Tillinghast	30 - Board Designated Funds:Chipper Cost Share	07/14/2023	80.00	80.00	
	06/14/2023	Invoice	23-637	Kristina Svensk	30 - Board Designated Funds:Chipper Cost Share	07/14/2023	80.00	80.00	paid
	06/14/2023	Invoice	23-638	Franz Wagner	30 - Board Designated Funds:Chipper Cost Share	07/14/2023	80.00	80.00	paid
	06/14/2023	Invoice	23-654	Richard Morrison	30 - Board Designated Funds:Chipper Cost Share	07/14/2023	80.00	80.00	paid
	06/15/2023	Invoice	23-642	Dave Botz	30 - Board Designated Funds:Chipper Cost Share	07/15/2023	80.00	80.00	paid
	06/19/2023	Invoice	23-645	John Kenney	30 - Board Designated Funds:Chipper Cost Share	07/19/2023	80.00	80.00	

Placer Resource Conservation District

Transaction Report

June 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
Placer County Checking						
	Beginning Balance					1,354,419.32
06/02/2023	Journal Entry	Pay Period 25		RCD Payroll PP#25 for the period ending May 19, 2023	-45,166.64	1,309,252.68
06/02/2023	Bill Payment (Check)	11257201	Berry Warren		-69,705.00	1,239,547.68
06/02/2023	Bill Payment (Check)	11257200	Nicole Dutch		-300.00	1,239,247.68
06/05/2023	Bill Payment (Check)	11257384	Maloney, Kathryn L.		-950.00	1,238,297.68
06/07/2023	Bill Payment (Check)	11257576	Darca Morgan		-460.00	1,237,837.68
06/07/2023	Bill Payment (Check)	11257572	Allison Erny		-415.36	1,237,422.32
06/07/2023	Bill Payment (Check)	11257580	NAPA Auto Parts		-360.70	1,237,061.62
06/07/2023	Deposit		COCO, Inc.		18,326.25	1,255,387.87
06/07/2023	Bill Payment (Check)	11257579	Recology Auburn Placer		-129.42	1,255,258.45
06/07/2023	Bill Payment (Check)	11257577	North Shore Leasing, LLC		-128.70	1,255,129.75
06/07/2023	Bill Payment (Check)	11257582	Staples Business Credit		-98.65	1,255,031.10
06/07/2023	Bill Payment (Check)	11257569	Auburn Hardware & Rental, LLC		-94.32	1,254,936.78
06/07/2023	Bill Payment (Check)	11257583	White, Mark		-79.00	1,254,857.78
06/07/2023	Bill Payment (Check)	11257573	Jason Graydon		-65.96	1,254,791.82
06/07/2023	Bill Payment (Check)	11257581	Secure Record Storage Inc.		-55.00	1,254,736.82
06/07/2023	Deposit		Astound Business Solutions		3.98	1,254,740.80
06/07/2023	Deposit		Placer County Water Agency - Donor		528.36	1,255,269.16
06/07/2023	Deposit				1,360.00	1,256,629.16
06/07/2023	Bill Payment (Check)	11257578	Brian Pimentel		-484.53	1,256,144.63
06/07/2023	Bill Payment (Check)	11257571	Lewis Campbell		-532.23	1,255,612.40
06/07/2023	Bill Payment (Check)	11257575	Todd Jahangiri		-675.00	1,254,937.40
06/07/2023	Bill Payment (Check)	11257574	Gresham, Richard		-923.00	1,254,014.40
06/07/2023	Bill Payment (Check)	11257570	Natalie Beverage		-297.94	1,253,716.46
06/09/2023	Bill Payment (Check)	11257914	Berry Warren		-25,525.00	1,228,191.46
06/09/2023	Bill Payment (Check)	11257915	Willis, Michael		-59,225.00	1,168,966.46
06/09/2023	Bill Payment (Check)	11257912	Special District Risk Management Authority		-17,746.28	1,151,220.18
06/09/2023	Bill Payment (Check)	11257911	Maloney, Kathryn L.		-950.00	1,150,270.18
06/09/2023	Bill Payment (Check)	11257910	Andrew Fritz		-1,184.20	1,149,085.98
06/09/2023	Bill Payment (Check)	11257909	Far Western Anthropological Research Group, Inc		-1,194.27	1,147,891.71
06/09/2023	Bill Payment	11257908	Cascade Fire Equipment		-5,561.49	1,142,330.22

Placer Resource Conservation District

Transaction Report

June 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
	(Check)					
06/09/2023	Bill Payment	11257913	Elan Card Services, US Bank		-9,341.18	1,132,989.04
06/16/2023	Journal Entry	Pay Period 26		RCD Payroll PP#26 for the period ending June 2, 2023	-45,701.85	1,087,287.19
06/20/2023	Deposit		California Department of Forestry & Fire		14,866.48	1,102,153.67
06/20/2023	Deposit		California Department of Forestry & Fire		7,407.23	1,109,560.90
06/20/2023	Deposit				1,640.00	1,111,200.90
06/20/2023	Journal Entry	06202023DST		The payment for warrant # 11254220 for COOKS PORTABLE TOILETS & SEPTIC LLC and its invoice have been canceled. Thank you, Lea Greer Placer County Auditor-Controller's Office	686.50	1,111,887.40
06/20/2023	Journal Entry	06202026DST		Legal fees for the month of May 2023	-1,003.50	1,110,883.90
06/21/2023	Bill Payment	11259292	Quinton Reilly		-183.05	1,110,700.85
06/26/2023	Bill Payment	11260285	Alexis Bernal		-200.00	1,110,500.85
06/26/2023	Bill Payment	11260288	Jillian Marie Eymann		-63.00	1,110,437.85
06/26/2023	Bill Payment	11260295	White, Mark		-67.97	1,110,369.88
06/26/2023	Bill Payment	11260292	Donna Thomassen		-89.13	1,110,280.75
06/26/2023	Bill Payment	11260291	Staples Credit Plan		-120.06	1,110,160.69
06/26/2023	Bill Payment	11260287	Espinola, Katie P.		-127.89	1,110,032.80
06/26/2023	Bill Payment	11260294	Wave Broadband		-491.60	1,109,541.20
06/26/2023	Bill Payment	11260290	Pacific Gas & Electric		-497.63	1,109,043.57
06/26/2023	Bill Payment	11260289	Manzer, Terry		-1,650.00	1,107,393.57
06/26/2023	Bill Payment	11260286	Anthony Corral		-40.00	1,107,353.57
06/26/2023	Bill Payment	11260389	UC Cooperative Extension Sutter and Yuba Counties		-2,700.00	1,104,653.57
06/26/2023	Bill Payment	11260284	Auburn Creekside LLC		-4,076.80	1,100,576.77
06/26/2023	Bill Payment	11260296	Willis, Michael		-98,640.00	1,001,936.77
06/26/2023	Bill Payment	11260293	Volcano Creek Enterprises, Inc.		-2,500.00	999,436.77
06/30/2023	Journal Entry	Pay Period 27		RCD Payroll PP#27 for the period ending June 16, 2023	-44,611.93	954,824.84
06/30/2023	Journal Entry	07132023-4 DST		June fuel expense - Voyager	-2,443.69	952,381.15
06/30/2023	Journal Entry	07112023 DST		Legal fees for the month of June 2023	-1,316.50	951,064.65
06/30/2023	Journal Entry	J#2100000871		To adjust the 2022/23 Current Secured Teeter Apportionment to reflect the tax roll changes made during the year.	-1,208.30	949,856.35
06/30/2023	Journal Entry	J#2100000874		To adjust the 2022/23 Delinquent Secured Teeter Apportionments to reflect the tax roll changes made during the year.	-36.94	949,819.41
06/30/2023	Journal Entry	J#2100000872		2022/23 Delinquent Unsecured Apmt #3 03/31/23-06/29/23	33.33	949,852.74
06/30/2023	Journal Entry	J#2100000870		22/23 Supl Apmt #4 3/31/23-6/29/23	71.87	949,924.61
06/30/2023	Journal Entry	J#2100000873		To record the 2022/23 Supplemental Teeter Buyout of the delinquencies which are transferring to the 23/24 Redemption Roll.	1,495.64	951,420.25

Placer Resource Conservation District

Transaction Report

June 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
06/30/2023	Journal Entry	07112023-DST		Employee w/holding for health insurance transferred held in PR withholding acct as of 6/30/23	3,259.41	954,679.66
06/30/2023	Journal Entry	J#2100000868		22/23 Supl Apmt #3 4/14/23-6/29/23	4,106.44	958,786.10
06/30/2023	Journal Entry	J#2100000700		To apportion the 22/23 Teeter 5% allocation	22,867.64	981,653.74
Total for Placer County Checking					\$ -	
					372,765.58	
Mechanics Bank						
Beginning Balance						22,484.16
06/01/2023	Deposit			System-recorded deposit for QuickBooks Payments	240.00	22,724.16
06/01/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-7.71	22,716.45
06/02/2023	Deposit			System-recorded deposit for QuickBooks Payments	320.00	23,036.45
06/02/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-9.78	23,026.67
06/04/2023	Deposit		Kathy Van Dam	System-recorded deposit for QuickBooks Payments	80.00	23,106.67
06/04/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	23,104.10
06/05/2023	Deposit			System-recorded deposit for QuickBooks Payments	160.00	23,264.10
06/05/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-5.14	23,258.96
06/06/2023	Deposit		Deborah Stehn	System-recorded deposit for QuickBooks Payments	80.00	23,338.96
06/06/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	23,336.39
06/07/2023	Deposit			System-recorded deposit for QuickBooks Payments	240.00	23,576.39
06/07/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-7.71	23,568.68
06/08/2023	Deposit			System-recorded deposit for QuickBooks Payments	240.00	23,808.68
06/08/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-7.46	23,801.22
06/09/2023	Deposit			System-recorded deposit for QuickBooks Payments	760.00	24,561.22
06/09/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-23.54	24,537.68
06/11/2023	Deposit		Don Russell	System-recorded deposit for QuickBooks Payments	80.00	24,617.68
06/11/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	24,615.11
06/13/2023	Deposit			System-recorded deposit for QuickBooks Payments	200.00	24,815.11
06/13/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-6.30	24,808.81
06/14/2023	Deposit			System-recorded deposit for QuickBooks Payments	160.00	24,968.81
06/14/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-5.14	24,963.67
06/15/2023	Deposit			System-recorded deposit for QuickBooks Payments	240.00	25,203.67
06/15/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-5.94	25,197.73
06/16/2023	Deposit		David Skitarelic	System-recorded deposit for QuickBooks Payments	80.00	25,277.73
06/16/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	25,275.16
06/18/2023	Deposit		Brennan Garbutt	System-recorded deposit for QuickBooks Payments	80.00	25,355.16
06/18/2023	Deposit		Ryan Standish	System-recorded deposit for QuickBooks Payments	80.00	25,435.16
06/18/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	25,432.59
06/18/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	25,430.02
06/19/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-5.14	25,424.88
06/19/2023	Deposit			System-recorded deposit for QuickBooks Payments	160.00	25,584.88
06/20/2023	Deposit			System-recorded deposit for QuickBooks Payments	160.00	25,744.88

Placer Resource Conservation District

Transaction Report

June 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
06/20/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-5.14	25,739.74
06/21/2023	Deposit		Tom Kane	System-recorded deposit for QuickBooks Payments	80.00	25,819.74
06/21/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	25,817.17
06/22/2023	Deposit			System-recorded deposit for QuickBooks Payments	240.00	26,057.17
06/22/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-7.71	26,049.46
06/23/2023	Deposit			System-recorded deposit for QuickBooks Payments	840.00	26,889.46
06/23/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-25.86	26,863.60
06/25/2023	Deposit			System-recorded deposit for QuickBooks Payments	160.00	27,023.60
06/25/2023	Deposit		David Gravlin	System-recorded deposit for QuickBooks Payments	120.00	27,143.60
06/25/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-5.14	27,138.46
06/25/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-3.73	27,134.73
06/26/2023	Deposit			System-recorded deposit for QuickBooks Payments	280.00	27,414.73
06/26/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-8.87	27,405.86
06/27/2023	Deposit		Holly Dodson	System-recorded deposit for QuickBooks Payments	80.00	27,485.86
06/27/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	27,483.29
06/28/2023	Deposit			System-recorded deposit for QuickBooks Payments	240.00	27,723.29
06/28/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-7.71	27,715.58
06/29/2023	Deposit		Marlene Matsuo	System-recorded deposit for QuickBooks Payments	80.00	27,795.58
06/29/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-2.57	27,793.01
06/30/2023	Deposit			System-recorded deposit for QuickBooks Payments	160.00	27,953.01
06/30/2023	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-5.14	27,947.87
Total for Mechanics Bank					\$5,463.71	
OPEB-PARS						
Beginning Balance						195,630.47
06/30/2023	Journal Entry	07182023DST		June US Bank & PARS fee	-95.73	195,534.74
06/30/2023	Journal Entry	07182023DST		June investment increase	7,431.46	202,966.20
Total for OPEB-PARS					\$7,335.73	
TOTAL					\$ -	
					359,966.14	

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
PARS OPEB Trust Program**

**Account Report for the Period
6/1/2023 to 6/30/2023**

Sarah Jones
Executive Director
Placer County Resource Conservation District
11641 Blocker Drive, Ste 120
Auburn, CA 95603

Account Summary

Source	Beginning Balance as of 6/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 6/30/2023
OPEB	\$195,630.47	\$0.00	\$7,431.46	\$95.73	\$0.00	\$0.00	\$202,966.20
Totals	\$195,630.47	\$0.00	\$7,431.46	\$95.73	\$0.00	\$0.00	\$202,966.20

Investment Selection

Source

OPEB **Balanced HighMark PLUS**

Investment Objective

Source

OPEB The dual goals of the Balanced Strategy are growth of principal and income. While dividend and interest income are an important component of the objective's total return, it is expected that capital appreciation will comprise a larger portion of the total return. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	3.80%	3.73%	9.18%	6.28%	6.15%	-	4/3/2014

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees



ALL STAFF REPORT- July 25, 2023

Sarah Jones, Executive Director

Meetings/Partnerships:

- 06/28/23- Archive Social
- 06/29/23- Bureau of Reclamation (BOR), Auburn Project Lands
- 07/13/23- Bureau of Reclamation (BOR), Auburn Project Lands
- 07/14/23- Tahoe RCD- NACD Conference presentation
- 07/18/23- The Nature Conservancy
- 07/18/23- Wildfire & Forestry Resilience Working Group
- 07/19/23- Team Logic IT
- 07/20/23- Placer County Fire Safe Alliance
- 07/21/23- Greater Auburn Area Fire Safe Alliance
- 06/20/23- Wildfire & Forestry Resilience Working Group
- 06/20/23- California Association of Resource Conservation Districts
- 06/20/23- CAL FIRE - Mosquito Fire Forest Health grant
- 06/26/23- Tahoe RCD
- Internal/staff meetings

Updates/Highlights:

- I broke my elbow in 2 places on July 2, and was out the week of July 4th.
- Scott Stephenson, the new Forestry Director started Monday, July 10th. We've been busy getting him familiar with his new role. We attended a few meetings so he can meeting our agency partners. He's also been out in the field with forestry staff and attended a field workshop with Lewis on post-fire pests.
- New IT services agreement is executed and we will begin the transition in the next 2 weeks. Archive Social is up and running.
- Ongoing meetings to coordinate I-80 project with partners, developing Interagency Agreement with CAL TRANS for Phase 2 of the I-80 ROW project, environment compliance support.

- Summer BBQ is scheduled for August 17.

Brian Pimentel, Conservation Program Coordinator

Prepared 07/21/2023

NRCS Landowner Technical Assistance Agreement

- Providing landowners with technical assistance
- Working with UCCE Dan Macon to coordinate a Weed Management Workshop. **Aug 10th**
- Working on Rancher to Ranch workshop. **October 7th**
- Coordinating Local Working Group Meeting **September 26th**
- Cover Crop Workshop **Early October**

Staff Report – Lewis Campbell, Forestry Project Coordinator

Prepared 7/21/23

NRCS RCPP/LTAA – Landowner Technical Assistance

LC gathered timesheets and completed invoicing for this grant for the last quarter. LC conducted three site visits, talked to one other landowner on the phone, and made EQIP documents for one landowner.

Mosquito Fire Recovery

LC continued mapping areas for site preparation and reforestation treatments in the Foresthill area. RCD continues to attend Foresthill Fire Safe Council meetings and Foresthill Forums to provide updates on Mosquito Fire restoration. LC, AE, SS and Dario Davidson conducted field visit in Foresthill to plan reforestation/site preparation treatments. LC and AE did site visit to plan potential salvage treatment.

Prescribed Burning on Private Lands

LC attended small prescribed burn targeting invasives in Grass Valley with Placer RCD and partners, and volunteers..

North Fork Shaded Fuel Break, Phase II

RCD still waiting for CAL FIRE to submit Mitigated Negative Declaration, which has been delayed due to tribal consultation and CAL FIRE turnover. RCD contacted the local tribe to encourage communication and project progress. RCD continues to provide monthly updates to landowners in the fuel break.

Sac HQ – North Fork Phase 1

LC continues to monitor phase 1 fuel reduction treatments. LC charging all phase 1 time to Sac HQ grant until we use up the funds, then will begin charging Phase 1B. LC

acquired another landowner release waiver when the crew began treating a new property. Funds will likely be completed next week.

North Fork Phase 1B

See above. RCD in communication with Cal Trans for I-80 fuel project environmental compliance. LC working on getting an estimated cost for wetland delineation subcontract to determine if adequate funds are set aside from this grant.

Support Services Grant

The grant has been confirmed and received. We are awaiting guidance from CAL FIRE on prioritizing fuel treatments near the new demonstration forest.

Kate Espinola, Executive Assistant

July 2023 Staff Report

- **Meetings**
 - Staff Meeting with Sarah Jones, Donna Thomassen, Cordi Craig, Allison Erny, Lewis Campbell, Jerry Reieux, George Alves, Andrew Fritz, and Brian Pimentel.
 - Admin Meeting with Sarah and Donna
- **Accounting**
 - Prepared vendor/supplier AP vouchers for the County weekly
 - Picked up checks from County and mailed them out
 - Scanned and filed checks and invoices electronically and physically in the binders
 - Made several trips to the County to deposit checks
 - Entered checks into QuickBooks
 - Submit payroll to County
 - Update Sick and Vacation Time for all employees
 - Updated project Budget tracker
 - Updated project overview spreadsheet
- **Miscellaneous Admin Tasks**
 - Created Meeting Minutes for the June 2023 Board meeting
 - Reported monthly staff numbers to Bureau of Labor Statics
 - Organized and submitted timesheet
 - Office filing
 - Answered phone calls, checked voicemails, and replied to emails
 - Process incoming mail. Open, Sort and distribute
 - And a lot more.

ANDREW JUSTUS-FRITZ, AG & COMMUNITY PROGRAM MANAGER

6/23/2023 – 7/20/2023

NATURAL RESOURCE PROJECT/PROGRAM UPDATES

Placer Riparian Restoration (USFWS Partners Program)

I have submitted a scope of work amendment to SAFCA. With their support of this amendment (pending), this will allow us to use funds from PRR to be matched by the SAFCA contract, enabling us to treat red sesbania on private property.

Atwood Nature Preserve Monitoring

After thorough evaluation and consultations with the USACE and other relevant agencies, it is clear that we cannot remove the azolla (mosquito fern) and other native vegetation within and around the pond. This decision aligns with the guidelines set forth in the Operations and Management plan. However, we do have the option to remove non-native vegetation, provided that we obtain the necessary permits from CDFW.

AGRICULTURE PROJECT & PROGRAM UPDATES

Climate Resilience Through Habitat Restoration on California Lands

This project is ongoing, and we've received a lot of submissions from landowners who are interested in this project. Brian and I will be reaching out in the coming days to those interested in funding.

Conservation Agriculture Planning Grants Program

This has yet to start in earnest but will involve providing three conservation plans related to carbon farming and soil health.

Rancher to Rancher (LTAA Workshop)

Patti Beard has graciously opened up her ranch to host a Rancher-to-Rancher workshop on October 7th, 2023. We are still looking for another host. If you have any ideas, please let me know.

GRANTS & PROPOSALS

2023 NACD Urban and Community Grant Initiative

We received this grant! Project admin and deliverables will commence in the coming days and weeks.

PENDING: CDFA Specialty Crop Block Grant

This is still pending.

PENDING: USDA Equity Grant

We are still awaiting news on this grant.

CDFA Urban Agriculture Grant

Applications for this grant will open in September. I intend to apply for it and will be working to establish project goals, vision, and partnerships prior to the application release.

2023 CDFA HSP

This grant is still pending.

OUTREACH & COMMUNICATIONS

- Ongoing website maintenance.
- We are nearly completed with the 2023 annual report. Kudo's to Liana for her steadfast efforts in this.

Cordi Craig, Prescribed Fire Program Manager

Board Meeting July 25, 2023

Forestland Steward Newsletter:

- Theme: Boots on the Ground
- Marketing campaign completed.
- Liana and Andrew are helping with social media and to create a new webpage for the newsletter.

Prescribed Burning on Private Lands (PBPL) and COCO (AIM)

Funding:

- Cordi will submit another application for the COCO AIM grant for \$75,000. Concept proposals are due September 29.

Prescribed Burn Association (Placer PBA):

- Season completed. Placer PBA burned a total of 25 acres and educated nearly 570 community members.
- Final burn was on Thursday, July 13 targeting invasive barb goatgrass
- Cordi released a questionnaire to landowners who participated in the prescribed burn program
- CARCD's GIS consultant, Sarah Hosto, helped create a map that demonstrated the positive impact that the program has had on wildfire resiliency (see next page)
- After attending a workshop or training burns, 44 landowners reported a cumulative:
 - 261 acres broadcast burning
 - 392 acres of pile burning
 - 355 acres of fuels modification

Partner Meetings:

- Quarterly meetings are being held between the RCD, Todd's Valley Miwok Maidu Cultural Foundation, the United Auburn Indian Community, and NRCS. These have been valuable for establishing close partnerships between RCD, tribal organizations, and federal agencies. It has created opportunities to collaborate on prescribed fire events, workshops, and demonstration burns.

CDFA Climate Smart Agriculture: Technical Assistance Grant

- Communicating with CDFA for producers
- Working with producers to fulfill grant requirements
- Site visits for practice verification
- Submitting Quarterly report July 31st

PCWA Storage Tank Rebate

- Reaching out to applicants for rebate coordination
- 48 Applications submitted
- 8 Rebates completed

Wildlife Conservation Board/CARCD Grant

- Coordination with LHS Student Farm for Xerces application and coordination Pollinator Hedgerow
- Outreach to Farmers and Ranchers, Supporting agencies

Placer Restoration Project

Working with Lincoln High School to create cross fencing for grazing management

Staff Report – Allison Erny, Forestry Project Manager

Prepared 7/19/23

Placer County Coordinated Fuel Break, Phase II Block Grant (Applegate)

No on-the-ground work has been completed in the last month. Cordi and I will be coordinating on how to use contractors to prepare for a large prescribed burn within the fuel break this fall. I am also anticipating some spray work will be needed this fall.

NRCS LTAA/RCPP – Landowner Technical Assistance

Site visits and technical assistance as usual. RCPP will expire in August – I have been working with CARCD to plan for our next funding award from the RCPP program.

North Fork Shaded Fuel Break, Phase II

CAL FIRE has completed the AB 52 tribal consultation process, and the MND is now in internal review by CAL FIRE. I have worked to finalize the RFP, but we will need to do some treatment assessment on the rest of the fuel break so we can put it all out to bid at once (after MND is filed).

Forestry & Natural Resources Mentorship Program

The academic year wrapped up in June. I have been working to recruit additional colleges for the program, write the program Annual Report, and update program

application and documents in preparation for next year. I have met with the Steering Committee to discuss improvements for the Program in the next year, based on results of a survey of participants. Grant reporting, invoice review, interface with CAL FIRE re: grant-related questions, invoicing for student reimbursements.

Mosquito Fire

Hazard tree removals near homes and burned structures continued in June and July. As of today, I have worked through most of the people who originally contacted us for the Program, unless they have a significant amount of timber that could be added to an emergency notice. I am trying to figure out if SPI is willing to purchase the wood from a potential project before moving forward.

Other

- Presented about Forestry Mentorship Program at the Reforestation Pipeline Partnership on July 12
- Participated in a prescribed burn for control of invasive goat grass
- Regular attendance at GAAFSC and Firesafe Alliance meetings to provide project updates

Conservation Planner (Mark White)

NRCS/RCD Landowner Technical Assistance Agreement

- This property is located within the Doty Ravine watershed. They are experiencing bank erosion that is encroaching on their homestead. Awaiting response from NRCS regarding field trip scheduling.
- Pasture Management Workshop: Provided Brian Pimentel previous irrigation management workshop materials (flip charts, Power Point, agendas etc.) in prep for the August 10th pasture management workshop,
- Preparation for and site visit (with Brian Pimentel and Liana Vitousek) to the property off English Colony Road. Re: Irrigation System evaluation and IWM scheduling. Researched the previous owner's file regarding irrigation system schematic and IWM schedule.
- Field visit with Brian and Liana to the property off Hwy 193, Lincoln, regarding sheet and rill erosion within the newly planted olive orchard. Will provide continuing assistance.
- Field visit with Brian to address irrigation system concerns regarding airlocks and/or other mainline obstructions. Looked at water storage tank feasibility. Will provide continuing assistance.
- Met with NRCS staff to review and discuss erosion control seeding recommendations as listed in the NRCS approved Vegetation Guide (HSRC&D).

Placer County RCD/Placer County Cooperative Agreement (County Contract)

- **Stormwater training coordination:** Met with Mary Keller (Placer County Stormwater supervisor) to develop annual stormwater training schedule.

RCD Administration/training

- Submitted the monthly activity report, staff meeting(s) e-mails, timesheets phone calls, and scheduling.
- Made a “cold call” visit to an industrial warehouse site in Newcastle Re: possible lease for “chipper” activities. Met with Chris Hinkey (the current tenant of the property.) Walked the property with Chris. Liana accompanied and took videos. Liana provided the video to Sarah and Donna for their review.