

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
August 27, 2024**

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 4:00 pm in the second-floor conference room at 11641 Blocker Drive in Auburn, CA.

MEMBERS AND OTHERS PRESENT

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

Others Present: Sarah Jones, RCD Executive Director
Donna Thomassen, RCD Employee
Kate Espinola, RCD Employee
Andrew Fritz, RCD Employee
Scott Stephenson, RCD Employee
Ellen Murphy, RCD Employee
Chris Robbins, NRCS
Kristen Perano, NRCS
Catherine MacLeod, MacLeod Watts
Supervisor Jim Holmes

APPROVAL OF AGENDA

Tom Wehri moved to approve the amended agenda. Steve Jones seconded, and the motion passed unanimously. Item a) was moved before item 6) Financial Reports and item 9) should be Board Reports.

PUBLIC COMMENT

No comments.

APPROVAL OF MEETING MINUTES

Steve Jones moved to approve the meeting minutes from the regular meeting held on June 25, 2024. Patti Beard seconded, and the motion passed unanimously.

Kristin Lantz moved to approve the meeting minutes from the special meeting held on August 21, 2024. Tom Wehri seconded, and the motion passed with 5 ayes and 1 abstained.

a) Other Postemployment Benefits of the Placer County Resource Conservation District as of June 30, 2023 and GASB 75 Report for the Fiscal Year ending June 30, 2024

Cathy MacLeod of MacLeod Watts, presented the OPEB report for FY23 and the GASB 75 report for FY24. Discussion only.

FINANCIAL REPORTS

Donna Thomassen presented the Unaudited Actuals for FY24. It was disclosed that these reports are subject to change due to any adjusting journal entries that may affect the closing of the fiscal year. Also presented were financial reports for July 2024. Tom Wehri moved to accept financials as presented. Jon Jue seconded, and the motion passed unanimously.

AGENCY REPORT

Chris Robbins, District Conservationist for the NRCS Auburn Area Office provided an update on their agency programs. Chris announced the Auburn office will be getting a Soil Conservationist in September. The NRCS new fiscal year will begin October 1st. There are no new updates on the Farm Bill, but NRCS funding will remain the same. RCPP Program has a new contract. There will be one FSA (Farm Service Agency) employee available in the Auburn office on the fourth Tuesday of each month to help farmers.

BUSINESS

New Business:

b) Director's Reports

Scott Stephenson provided an update on the current forestry projects. Scott introduced Ellen Murphy, the new Forestry Project Coordinator to the board. Andrew Fritz presented an update on the Community and Conservation/Ag Department projects and programs. Discussion only.

c) Placer County Resource Conservation District Draft FY25 Annual Budget

Donna Thomassen presented the draft FY25 budget including the income and expense budget sheets. With the adoption of this budget, the district will submit a Dry Period Funding request with the Placer County Treasurer. Tom Wehri moved to adopt the FY25 budget as presented. Steve Jones seconded, and the motion passed unanimously.

d) Grants Update

The district was awarded two new grants from CalFire. 1) \$1.2 million for the Chipper Program and 2) \$1 million for the Prescribed Burning Program. Also \$12,000 was awarded for an Equity grant.

e) Surplus Item/Equipment Disposal

Tom Wehri moved to approve the disposal of the 2017 Ford F450, pending approval from CalFire. Kristin Lantz seconded, and the motion passed unanimously.

f) Placer RCD Organizational Chart

A new position of Prescribed Fire Program Coordinator was added to the org chart and the position of Agriculture Program Coordinator was updated to Program Manager. Kristin Lantz moved to approve the amended organizational chart. Steve Jones seconded, and the motion passed unanimously.

g) Resolution 24-03 A Resolution of the Board of Directors of Placer County Resource Conservation District to Delegate Limited Authorities to the Administration and Finance Director

Tom Wehri moved to adopt Resolution 24-03, with suggested changes, delegating limited authority to the Administration and Finance Director. Kristin Lantz seconded, and the motion passed unanimously.

h) Update of Policy Documents Indicating Obsolete or Incorrect Position Titles

Kristin Lantz moved to approve updating current policy documents indicating obsolete or incorrect position titles. Patti Beard seconded, and the motion passed unanimously.

i) Fee for Service Policy

Steve Jones moved to adopt the Fee for Service Policy. Tom Wehri seconded, and the motion passed unanimously.

j) FY25 Placer County Resource Conservation District Fee Schedule

Kristin Lantz moved to adopt FY25 Fee Schedule with suggested changes. Tom Wehri seconded, and the motion passed unanimously.

k) Statement of Investment Policy

Kristin Lantz moved to adopt the Statement of Investment Policy with suggested changes. Tom Wehri seconded, and the motion passed unanimously.

l) Capital Assets Policy

Kristin Lantz moved to adopt the Capital Assets Policy. Steve Jones seconded, and the motion passed unanimously.

m) Record Retention and Destruction Policy

Tom Wehri moved to adopt the Records Retention and Destruction Policy. Steve Jones seconded, and the motions passed unanimously.

n) Indoor Heat Illness Prevention Plan

Jon Jue moved to adopt the Indoor Heat Illness Prevention Plan with suggested changes pending clarity from Cal/OSHA. Steve Jones seconded, and the motion passed unanimously.

BOARD REPORTS COMMENTS

Tom Wehri recommended PRCD board director involvement with CARCD and NACD committees after Tom resigns.

Claudia Smith inquired about the opportunity to hold over the currently held funds for OPEB to support the PERS unfunded liability when they are no longer needed for the current purpose. Administration will investigate and report back at the next board meeting.

FUTURE AGENDA ITEMS

Future agenda items: Statement of Investment policy potentially revised to include PARS investment, which may include language for funds being held over for PERS unfunded liability when OPEB liability is met.

ADJOURNMENT

The regular meeting was adjourned at 6:01 pm. Kristin Lantz moved to adjourn the regular meeting. Jon Jue seconded, and the motion passed unanimously. The next regular meeting is scheduled for September 24, 2024, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.