

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
May 27, 2025**

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
Kristin Lantz
Jonathan (Jon) Jue
Jim Holmes
Justin Miller

Directors Absent: Patricia (Patti) Beard

Others Present: Donna Thomassen, RCD Employee
Kate Espinola, RCD Employee
Mark Starr, Associate Director
Joe Kausek, Associate Director
Chris Robbins, NRCS
Scott Stephenson, RCD Employee
Andrew Justus-Fritz, RCD Employee
Lewis Campbell, RCD Employee

APPROVAL OF AGENDA

Item (9) to be changed to Board Directors Report. Jim Holmes moved to approve the amended agenda. Kristin Lantz seconded, and the motion passed unanimously.

PUBLIC COMMENT

None to report

APPROVAL OF MEETING MINUTES

Jim Holmes moved to approve the meeting minutes from the regular meeting held on March 25, 2025. Jon Jue seconded, and the motion passed unanimously.

FINANCIAL REPORTS

Donna Thomassen presented the March and April 2025 financial reports. It was disclosed that these reports are subject to change due to any adjusting journal entries. Jon Jue moved to accept the financial reports as presented. Justin Miller seconded, and the motion passed unanimously.

AGENCY REPORT

Chris Robbins, District Conservationist for the NRCS Auburn Area Office, reported that the Auburn office has 13 RCPP contracts totaling 1.5 million dollars and currently has 111 active contracts totaling 5.7 million dollars. The RCD staff are involved in about half of those contracts.

BUSINESS

New Business:

a) Employee Acknowledgements

The board recognized Lewis Campbell and Chad Chaney for their employment anniversaries. Discussion only.

b) Director's Reports

The Forestry Director and Community & Conservation Director presented their quarterly reports. Discussion only.

c) Chipper Program Update

The board was updated on the Chipper Program diverse funding opportunities and the hiring of Anthony Corral as a full-time employee for one year term to accommodate the increased workload. Discussion only.

d) California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for Baxter Shaded Fuel Break

Jim Holmes moved to approve the CEQA NOE for the Baxter Shaded Fuel Break. Steve Jones seconded, and the motion passed unanimously.

e) Request for Proposal (RFP) – Placer Sierra Fuels Reduction Project

Kristin Lantz moved to approve, with corrections, the RFP for the Placer Sierra Fuels Reduction project. Jon Jue seconded, and the motion passed unanimously.

f) Contract Approval – David Curry

Jim Holmes moved to approve the contract for David Curry for the all-staff leadership training. Steve Jones seconded, and the motion passed unanimously.

g) Contract Approval – Carpet Pro

Jon Jue moved to approve the contract with Carpet Pro for office cleaning service. Kristin Lantz seconded, and the motion passed unanimously.

h) Draft 2025 Placer Resource Conservation District Organizational Chart

Jim Holmes moved to approve the 2025 Placer Resource Conservation District Organizational Chart. Steve Jones seconded, and the motion passed unanimously.

i) Board Training Requirements

The board discussed training requirements.

BOARD REPORTS COMMENTS

Jim Holmes reported that he attended the All-Hands Awards and thought it was great.

Claudia Smith reported the Ag tour was great.

FUTURE AGENDA ITEMS

Future agenda items – Board emails and shared drive folder

ADJOURNMENT

The regular meeting was adjourned at 5:34 pm. Jim Holmes moved to adjourn the regular meeting. Steve Jones seconded, and the motion passed unanimously. The next regular meeting is scheduled for June 24, 2025, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.