

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
July 22, 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: Stephen (Steve) Jones
Kristin Lantz
Jonathan (Jon) Jue
Jim Holmes
Justin Miller

Directors Absent: Claudia Smith
Patricia (Patti) Beard

Others Present: Sarah Jones, RCD Executive Director
Donna Thomassen, RCD Employee
Kate Espinola, RCD Employee
Joe Kausek, Associate Director
Cordi Craig, RCD Employee

APPROVAL OF AGENDA

Justin Miller moved to approve the agenda as presented. Jon Jue 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 May 27, 2025. Justin Miller seconded, and the motion passed with 5 ayes and 2 absent.

Kristin Lantz moved to approve the meeting minutes from the Executive Committee meeting held on June 23, 2025. Steve Jones seconded, and the motion passed unanimously.

Jim Holmes moved to approve the meeting minutes from the special meeting held on July 1, 2025. Jon Jue seconded, and the motion passed with 5 ayes and 2 absent.

FINANCIAL REPORTS

Donna Thomassen presented the May and June 2025 financial reports. It was disclosed that these reports are subject to change due to any adjusting journal entries during the end of fiscal year. The tracked chipper was sold, and those funds will be reserved for future equipment purchases. Jon Jue moved to accept the financial reports as presented. Kristin Lantz seconded, and the motion passed unanimously.

AGENCY REPORT

No report provided.

BUSINESS

New Business:

a) Employee Acknowledgements

The board recognized Donna Thomassen and Scott Stephenson for their employment anniversaries. Discussion only.

b) California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for Auburn Shaded Fuel Break Rx Burning

Jon Jue moved to approve the CEQA NOE for the Auburn Shaded Fuel Break RX Burn. Justin Miller seconded, and the motion passed unanimously.

c) California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for Ellinwood Rx Burn

Kristin Lantz moved to approve the CEQA NOE for the Ellinwood RX Burn. Jim Holmes seconded, and the motion passed unanimously.

d) California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for Ferriera Rx Burn

Jim Holmes moved to approve the CEQA NOE for the Ferriera RX Burn. Jon Jue seconded, and the motion passed unanimously.

e) Placer County Local Agency Formation Commission (LAFCO) vote for the Special District Alternate Seat

Jon Jue moved to vote for Jim Holmes for the alternate seat on the LAFCO Board. Kristin Lantz seconded, and the motion passed unanimously.

f) California Special District Association (CSDA) Board Elections

Jim Holmes moved to vote for Steven Palmer for the CSDA Board. Kristin Lantz seconded, and the motion passed unanimously.

g) California Association of Resource Conservation Districts (CARCD) FY26 Dues

Jim Holmes moved to approve the CARCD membership dues. Jon Jue seconded the motion. After board discussion the motion was overturned and did not pass.

h) Employee Handbook Update

Kristin Lantz moved to approve the Employee Handbook updates with modifications for clarification. Justin Miller seconded, and the motion passed unanimously.

i) Seat #4 Discussion

Discussion only.

BOARD REPORTS/COMMENTS

None given.

FUTURE AGENDA ITEMS

Future agenda items –

ADJOURNMENT

The regular meeting was adjourned at 4:52 pm. Jon Jue moved to adjourn the regular meeting. Justin Miller seconded, and the motion passed unanimously. The next regular meeting is scheduled for August 26, 2025, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.