

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
October 28, 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
Patricia (Patti) Beard
Justin Miller
Jim Holmes

Others Present: Sarah Jones, RCD Executive Director
Donna Thomassen, RCD Employee
Chad Chaney, RCD Employee
Jason Graydon, RCD Employee
Liliana Santellano, RCD Employee
Anthony Corral, RCD Employee
Brian Pimentel, RCD Employee
Mark Starr, Associate Director
Joe Kausek, Associate Director

APPROVAL OF AGENDA

Jim Holmes moved to approve the agenda as presented. Justin Miller seconded, and the motion passed unanimously.

PUBLIC COMMENT

No Public Comment.

APPROVAL OF MEETING MINUTES

Kristin Lantz moved to approve the meeting minutes from the regular meeting held on September 23, 2025. Steve Jones seconded, and the motion passed with 6 ayes and 1 absent.

Approval of Executive Committee Meeting; Kristin Lantz moved to approve the meeting minutes from the executive committee meeting held on October 8, 2025. Steve Jones seconded, and the motion passed with 3 ayes.

FINANCIAL REPORTS

Donna Thomassen presented the September financial reports. It was disclosed that these reports are subject to change due to any adjusting journal entries forthcoming from 1Q invoicing and fiscal year end closing 2025. Justin Miller moved to accept the financial reports as presented. Jim Holmes seconded, and the motion passed unanimously.

AGENCY REPORT

No Agency Report

CLOSED SESSION

The board went into closed session at 4:20 pm.

- a. GOVERNMENT CODE §54957 (b)(1) – Public Employee Performance Evaluation
Evaluation of performance for the Executive Director

- b. GOVERNMENT CODE SECTIONS 54956.8 and 54954.5
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 11641 Blocker Drive, Auburn, CA, 95603
Agency negotiator: Sarah Jones, Donna Thomassen- Placer County Resource Conservation District
Negotiating parties: Eugene Burger Management
Under negotiation: Lease terms

The board concluded closed session at 4:40 pm.

The Board met in closed session to consider two items, 1) Public Employee Performance and 2) Real Property Negotiations. The Executive Directors evaluation was heard and was “Good”. Lease negotiation updates with the landlord are continuing and we hope to have an update at the next board meeting. This concludes the report out of closed session.

BUSINESS

New Business:

- a. Other Post-Employment Benefits Program of the Placer County Resource Conservation District GASB 75 Actuarial Report for the Fiscal Year Ending June 30, 2025
Cathy MacLeod of MacLeod Watts, presented the Other Post-Employment Benefits Program of the Placer County Resource Conservation District GASB 75 Actuarial Report for the Fiscal Year Ending June 30, 2025.
Discussion only.

- b. Total Compensation Study Salary Adjustments
Sarah Jones explained the process and clarified the scenarios presented in the spreadsheet included in the board packet. The Executive Committee recommended starting with Scenario 1 at the Current Closest Step column. Kristin Lantz moved to approve Scenario 1 to Current Closest Step column of the Total Compensation Study Salary Adjustment Worksheet effective

November 1, 2025 with hopes to move towards market median as budget allows. Jim Holmes seconded, and the motion passed unanimously.

c. FY2026 Annual Work Plan

Justin Miller moved to adopt the FY25-26 Annual Work Plan with corrections. Jon Jue seconded, and the motion passed unanimously.

d. Strategic Plan Review

Sarah Jones summarized the successes for the departments and staff on during her presentation of the Strategic Direction Review. Discussion included the possible need to revise the plan more frequently, consider a 3-year plan vs. a 5-year plan, and to address Goal #5; Strategy #4; Board Recruitment and plan.

e. Plant Sale Update

Sarah Jones updated the board on the success of the plant sale. All 75 kits were sold and the funds assigned by the board to support the sale (\$2,500) will not be needed.

f. Executive Director Salary Adjustment

Salary adjustment for Executive Director was approved per Total Compensation Study.

BOARD REPORTS/COMMENTS

Jon Jue appreciated the field trip hosted by Scott and Ellen to visit the mosquito fire sites and to see the great work being done.

Justin Miller attended a CAFF meeting in Southern California and it was a wonderful experience.

November and December regular meetings are cancelled. The board will tentatively schedule a Special meeting for December 9th.

FUTURE AGENDA ITEMS

Future agenda items – Organization Chart, Lease Update, Salary Schedule, COLA, Budget Update, Board Officers, Board Meeting Dates (consider changing November and December regular meeting dates so they don't conflict with the holidays).

ADJOURNMENT

The regular meeting was adjourned at 5:58 pm. Kristin Lantz moved to adjourn the regular meeting. Steve Jones seconded, and the motion passed unanimously. The next regular meeting is scheduled for January 27, 2026, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.