

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
January 27, 2026**

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
Kate Espinola, RCD Employee
Brian Pimentel, RCD Employee
Mark Starr, Associate Director
Chris Robbins, NRCS District Conservationist
William Chisum, Kronick, Moskovitz, Tiedemann & Girard
Darrell Lucien, 40 Acre League

APPROVAL OF AGENDA

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

PUBLIC COMMENT

No Public Comment.

APPROVAL OF MEETING MINUTES

Steve Jones moved to approve the meeting minutes from the regular meeting held on October 28, 2025. Jon Jue seconded, and the motion passed unanimously.

Justin Miller moved to approve the meeting minutes from the special meeting held on January 6, 2026. Jon Jue seconded and the motion passed with 6 ayes and 1 abstained.

Approval of Executive Committee Meeting; Steve Jones moved to approve the meeting minutes from the executive committee meeting held on January 14, 2026. Kristin Lantz seconded, and the motion passed with 3 ayes.

FINANCIAL REPORTS

Donna Thomassen presented the October, November, and December combined financial reports. It was disclosed that these reports are subject to change due to any adjusting journal entries forthcoming. Jon Jue moved to accept the financial reports as presented. Patti Beard seconded, and the motion passed unanimously.

AGENCY REPORT

Chris Robbins, District Conservationist for the NRCS Auburn office, presented his agency report. Next batching deadline for RCPP is April 10th. There will not be any big changes to how they are funding projects. The tractor replacement program will only apply to the San Joaquin County.

CLOSED SESSION

The board went into closed session at 4:25 pm.

- a. Government Code §54956.9 - CONFERENCE WITH LEGAL COUNSEL
Existing Litigation (Government Code §54956.9(d)(1)):
Truckee Fire Protection District v. County of Placer, et al.
Sacramento County Superior Court Case No. 25WM000083
- b. GOVERNMENT CODE §54957 -Employment/Discipline/Dismissal
Title: Conservation Program Manager

The board adjourned closed session at 4:36 pm.

The Board met in closed session to consider two items, 1) Conference with Legal Counsel – Will Chisum provided an updated on existing litigation with Truckee Fire Protection District 2) Employment/Discipline/Dismissal – The board was given a staff update. This concludes the report out of closed session.

BUSINESS

New Business:

- a. *40-Acre Conservation League Project*
Darrell Lucien gave a brief background of the 40-Acre League and their project. The board requested additional information prior the District being the CEQA Lead agency.
Discussion only.
- b. *Agriculture Program Coordinator Job Description*
Justin Miller moved to approve the revised Ag Program Coordinator job description. Steve Jones seconded, and the motion passed unanimously.

- c. *Salary Schedule*
Steve Jones moved to approve the salary schedule to include 10 steps and adding tiers to positions with certifications and supervisory roles. Kristin Lantz seconded, and the motion passed unanimously.
- d. *Cost of Living Increase (COLA)*
Steve Jones moved to approve a 3% cost of living increase for all staff effective on 1/24/2026. Justin Miller seconded and the motion passed unanimously.
- e. *Election of Board Officers*
Jon Jue moved to nominate Claudia Smith as Chair, Steve Jones as Vice Chair and Kristin Lantz as Secretary/Treasurer. Patti Beard seconded and the motion passed unanimously.
- f. *Finance Committee*
Justin Miller moved that Kristin Lantz, Jon Jue and Mark Starr remain on the finance committee. Jim Holmes seconded, and the motion passed unanimously.
- g. *Approval of Regular Board Meeting Dates*
Kristin Lantz moved to approve the proposed 2026 regular board meeting dates. Steve Jones seconded, and the motion passed unanimously.
- h. *Floating Holidays*
Kristin Lantz moved to approve the permanent assignment of two holidays (Juneteenth and the day after Thanksgiving) in lieu of the 2 floating holidays. Jim Holmes seconded, and the motion passed unanimously.
- i. *Converting to Paid Time Off*
Justin Miller moved to approve terminating vacation and sick leave allocations/accruals and instead converting to Paid Time Off. Jim Holmes seconded and the motion passed unanimously.
- j. *Prorated Benefits for less than Full Time Employees (FTE)*
Jim Holmes moved to approve offering the prorated benefits to employees who work no less than .75 FTE. Steve Jones seconded and the motion passed unanimously.
- k. *Blocker Drive Office Lease Update*
The lease was amended to reflect a three-year extension under the same terms, with two one-year options to renew after three years. Discussion only.

BOARD REPORTS/COMMENTS

Patti Beard announced that Sarah Jones attended the Ag Commissioners meeting. Claudia Smith announced that training emails will be sent out.

FUTURE AGENDA ITEMS

Future agenda items – Pay out for PTO, 40 Acre League update

ADJOURNMENT

The regular meeting was adjourned at 6:04pm. Justin Miller moved to adjourn the regular meeting. Jon Jue seconded, and the motion passed unanimously. The next regular meeting is scheduled for February 24, 2026, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.