

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS  
REGULAR MEETING  
April 28, 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 4:00pm 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  
Justin Miller  
Jim Holmes  
Patricia (Patti) Beard

Others Present: Donna Thomassen, RCD Employee  
Eric Brumfield, District Counsel  
Kate Espinola, RCD Employee  
Scott Stephenson, RCD Employee  
Brian Pimentel, RCD Employee  
Jerry Reioux, RCD Employee  
Kristen Perano, NRCS Field Office Engineer

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

Scott Stephenson, RCD Forestry Director, announced his resignation and thanked the board for the opportunity to work for the RCD.

**APPROVAL OF MEETING MINUTES**

Justin Miller moved to approve the meeting minutes from the regular meeting held on February 24, 2026. Jim Holmes seconded, and the motion passed unanimously.

**FINANCIAL REPORTS**

Donna Thomassen presented the March 2026 financial reports. It was disclosed that these reports are subject to change due to any adjusting journal entries forthcoming. Claudia Smith requested a meeting be scheduled with the RCD's PARS representative to present our account investment portfolio to the Finance Committee. Jim Holmes moved to accept the financial reports as presented. Justin Miller seconded, and the motion passed unanimously.

## **AGENCY REPORT**

Kristen Perano, Field Office Engineer for the NRCS Auburn office, presented their agency report. Ranking deadline for EQIP has passed and RCPP deadline is May 15<sup>th</sup>.

## **BUSINESS**

### **New Business:**

- a. *Brown Act Training*  
Eric Brumfield, District Counsel, provided the board with an updated Brown Act Training.
- b. *Approval of Leave of Absence of District Executive Director and Appointment of Acting Executive Director*  
Steve Jones moved to approve the short-term leave of absence for District Executive Director. Jim Holmes seconded, and the motion passed unanimously.  
Justin Miller moved to approve the appointment of Donna Thomassen, Administration and Finance Director, as Acting Executive Director during Executive Director's short-term leave of absence. Steve Jones seconded and the motion passed unanimously.
- c. *Employee Handbook Update*  
Kristin Lantz moved to approve the updated Employee Handbook with suggested revisions. Patti Beard seconded, and the motion passed unanimously.
- d. *Richardson and Company Engagement Letter*  
Jim Holmes moved to approve the Auditor's engagement letter for the Fiscal Years 26 & 27. Jon Jue seconded, and the motion passed unanimously.
- e. *Forestry Project Updates*  
Scott Stephenson, Forestry Director, provided an update on the Forestry projects.
- f. *Placer County Local Agency Formation Commission (LAFCO) Vote for the Special District Vacant Seat*  
Jim Holmes moved to vote for Jennifer Knisley for the LAFCO Special District seat. Justin Miller seconded, and the motion passed with 6 ayes and 1 abstained.
- g. *Employee Anniversaries*  
The board recognized employee anniversaries for Lewis Campbell and Brandi Calderon.

## **BOARD REPORTS/COMMENTS**

Jim Holmes commented that the Auburn Lion's Club would like to celebrate their 100-year anniversary by planting 100 trees.

Claudia Smith reminded the board about required trainings. The District Summer picnic is June 18<sup>th</sup>. RSVP's are needed.

CARCD Central Sierra Representative is needed.

## **FUTURE AGENDA ITEMS**

Future agenda items – 40 Acre League update, Total Compensation Study – moving positions to market, assignment of interest earned from Mosquito Fire settlement

## **ADJOURNMENT**

The regular meeting was adjourned at 5:50pm. Justin Miller moved to adjourn the regular meeting. Kristin Lantz seconded, and the motion passed unanimously. The next regular meeting is scheduled for May 26, 2026, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.