PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
May 26, 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 (Left meeting after item i.)
Others Present:	Donna Thomassen, RCD Employee
	Eric Brumfield, District Counsel
	Kate Espinola, RCD Employee
	Cordi Craig, RCD Employee
	Chris Robbins, NRCS District Conservationist
	Mark Starr, Associate Director
	Shellie Anderson, Bryce Consulting

APPROVAL OF AGENDA

Jon Jue moved to approve the agenda. Steve Jones seconded, and the motion passed unanimously.

PUBLIC COMMENT

No public comment was given.

APPROVAL OF MEETING MINUTES

Patti Beard moved to approve the meeting minutes from the regular meeting held on April 28, 2026. Jon Jue seconded, and the motion passed unanimously.

FINANCIAL REPORTS

Donna Thomassen presented the April 2026 financial reports and Budget to Actual Report through March 2026. It was disclosed that these reports are subject to change due to any adjusting journal entries forthcoming. The 3rd quarter Budget Overview Report shows that 9 grants have expired and 3rd quarter invoices are submitted. Kristin Lantz moved to accept the financial reports as presented. Steve Jones seconded, and the motion passed unanimously.

AGENCY REPORT

Chris Robbins, District Conservationist for the NRCS Auburn office, reported that two Placer County RCPP projects were selected. The USDA may be getting new software. The Farm Bill has not gone through the Senate.

BUSINESS

New Business:

a. *Placer County Probation Chipper Program Contract Update*
   Donna Thomassen presented an update on the Placer County Chipper Program contract. The board will receive another update at the next board meeting. Information Only. No public comment given.

b. *Total Compensation Study*
   Shellie Anderson with Bryce Consulting presented an updated salary schedule for FY27 which reflects a 3% COLA adjustment to Steps 1-10 for all positions. With a 10-step schedule, all positions are reflected to be above market, so the district goal is now met. For FY27 Shellie recommended bringing the Administration and Finance Manager to the step that reflects the years in the position. Chipper positions recommended to remain as currently placed on the schedule due to uncertainty of county funding. No public comment given.

c. *Proposed Salary Schedule Change*
   Kristin Lantz moved to approve the revised salary schedule that reflects a minimal rate change to the Agriculture Program Manager, Tier 2 position. Jon Jue seconded, and the motion passed unanimously. No public comment given.

d. *Paid Time Off (PTO) Payout*
   Justin Miller moved to approve adding June 1st to the PTO payout option. Kristin Lantz seconded, and the motion passed with 6 ayes and 1 absent for the vote. No public comment given.

e. *Increase in Wages for Temporary Position Assignments*
   Kristin Lantz reported that the Finance Committee recommends those temporarily filling vacant positions, due to a leave and a resignation, be compensated at the rate of pay of the vacant positions, retro to the date of the temporary vacancy. Justin Miller moved to approve the temporary pay increase for vacant positions. Steve Jones seconded, and the motion passed unanimously. No public comment given.

f. *Forestry Director Job Description*
PUBLIC COMMENT:
Cordi Craig requested that the Board consider editing the Forestry Director job description. The request was to change the California Registered Professional Forester (RPF) license from "required" to "preferred" in an effort to expand the number of competitive applicants who may consider the position. This request was made based on previous experience when the position was flown in 2023 and the District received just 2 applications. In addition, the position requires a high level of communication, interpersonal, and organizational skills that are critical to the success of the Forestry Department. Requiring the license may limit the number of competitive applicants and thus limit the District in finding the right fit. Several other reasons were made including that there is already an RPF on staff and that the RPF signature has not been required for any documents from the RCD. In addition, the District contracts out multiple RPFs for technical assistance, consulting, and additional project management capacity for the Mosquito Fire Recovery Project. The RPF license is not required for grant applications nor does it limit our ability to be invited to grants. Several other RCDs in the state have successful forestry programs and do not have an RPF on staff including the El Dorado RCD and the Mendocino RCD.

Steve Jones moved to approve the Forestry Director job description as written. Kristin Lantz seconded, and the motion passed with 4 ayes, 2 nays and 1 absent.

g. *Forestry Manager Job Description*
The revised job description includes supervisory roles. Other edits include 40lbs lifting capability, add employee may need to travel by foot, and remove background paragraph. Kristin Lantz moved to approve the revised Forestry Project Manager job description with corrections. Justin Miller seconded, and the motion passed unanimously. No public comment given.

h. 2022 Mosquito Fire Settlement Fund Interest
Kristin Lantz moved to assign the 2022 Mosquito Fire settlement fund interest to the unrestricted assigned settlement funds account. Steve Jones seconded, and the motion passed unanimously. No public comment given.

i. 2022 Mosquito Fire Settlement Advisory Committee

PUBLIC COMMENT:
Cordi Craig requested that the Board consider waiting to recruit an Advisory Group for the PGE lawsuit funds for the Mosquito Fire until all grant funds are expended. The District currently has more than $8 million in grant funds through state and federal sources. The grants may expire as early as 2029 or as late as 2031. Forming an Advisory Group too early

may result in unnecessary meetings and staff turnover at partnering agencies. With remaining grant funds, the gaps in project needs are currently unclear. Waiting to form an Advisory Group will ensure that the funding is appropriately used and that the District can identify community needs more clearly.

Claudia Smith presented the idea of creating an advisory committee for the Mosquito Fire Settlement Funds. Discussion only.

j. *Resolution 26-03; Resolution of the Board of Directors of the Placer County Resource Conservation District, State of California for funding from the Proposition 4 California Climate Bond Forest Health Grant Program provided through Proposition 4 California Climate Bond*
Justin Miller moved to approve Resolution 26-03. Jim Holmes seconded, and the motion passed with 6 ayes and 1 absent. No public comment given.

k. *Resolution 26-04; Resolution of the Board of Directors of the Placer County Resource Conservation District, State of California, for funding from the California Climate Investments Forest Health Grant Program, as provided through the Climate Investment*
Justin Miller moved to approve Resolution 26-04. Jim Holmes seconded, and the motion passed with 6 ayes and 1 absent. No public comment given.

l. *Resolution 26-05; Resolution of the Board of Directors of the Placer County Resource Conservation District, State of California for funding from the Proposition 4 California Climate Bond Wildfire Prevention Grants Program as provided through the Proposition 4 California Climate Bond*
Justin Miller moved to approve Resolution 26-05. Jim Holmes seconded, and the motion passed with 6 ayes and 1 absent. No public comment given.

m. *Resolution 26-06; Resolution of the Board of Directors of the Placer County Resource Conservation District, State of California for the funding from the Proposition 4 California Climate Bond Healthy Soils Program Block Grant as provided through the Proposition 4 California Climate Bond*
Justin Miller moved to approve Resolution 26-06. Jim Holmes seconded, and the motion passed with 6 ayes and 1 absent. No public comment given.

n. *California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for Iowa Hill Schoolhouse Hazardous Fuels Reduction*
Kristin Lantz moved to approve the CEQA NOE for the Iowa Hill School. Steve Jones seconded, and the motion passed with 6 ayes and 1 absent. No public comment given.

o. *Bureau of Reclamation- Revised Fire Management Memorandum of Understanding (MOU)*
Jim Holmes moved to approve the BOR – Revised Fire Management Memorandum of Understanding. Steve Jones seconded, and the motion passed with 6 ayes and 1 absent. No public comment given.

p. *Employee Anniversaries*
The board acknowledged staff anniversaries. Discussion only. No public comment given.

BOARD REPORTS/COMMENTS

Jim Holmes reported the Ag Tour was great. Claudia Smith agreed.

FUTURE AGENDA ITEMS

Future agenda items –Total Compensation Study – moving positions to market, Chipper Program Contract update

ADJOURNMENT

The regular meeting was adjourned at 6:25pm. Jon Jue moved to adjourn the regular meeting. Kristin Lantz seconded, and the motion passed unanimously. The next regular meeting is scheduled for June 23, 2026, from 4:00 pm to 6:00 pm in the upstairs conference room at 11641 Blocker Drive, Auburn.