



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
June 10, 2020**

DIRECTORS

DAVID VIGUIE

SAM BEUKELMAN

SPENCER BEI

CHOPE GILL

ERIC SCHENE

DIXON RCD STAFF

KELLY HUFF, DISTRICT MANAGER

BROOK ROSENBERGER, OFFICE MANAGER

OTHER ATTENDEES

JOHN REITAN – ASSOCIATE DIRECTOR

LEO SOUKERIS – ASSOCIATE DIRECTOR

WENDY RASH - NRCS

1. Call the Meeting to Order

Director Viguie called the June 10, 2020 Regular Board meeting to order at 12:01 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA for DRCD staff and via Teleconference for all other attendees.

Roll call was taken:

Present:	Viguie, Beukelman, Bei, Gill, Schene
Nays:	None
Abstain:	None
Absent:	None

2. Establish a Quorum

A quorum was established.

3. Approve the Agenda

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There was no discussion on this item.

A motion was made by Director Beukelman, seconded by Director Gill, to approve the agenda. The motion passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

4. Presentations – Congressman John Garamendi, CA-03

- MR. GARAMENDI HAD TO POSTPONE HIS PRESENTATION, RESCHEDULED FOR JULY 8, 2020

5. Comments from the Public – None

6. DRCD Consent Calendar

- a. Approval of Minutes from the Board Meeting dated **May 13, 2020**
- b. Approval of Minutes from Policy Committee Meeting dated **May 21, 2020**
- c. Approval of Minutes from Ditch Committee Meeting dated **May 26, 2020**
- d. Approval of Minutes from Budget Committee Meeting dated **May 29, 2020**
- e. Approval of Expenses from **May 14 to June 10, 2020**, and review of the 2019 / 2020 Budget
- f. Office Management – Approval of Expenses from **May 1 to May 31, 2020**

A motion was made by Director Gill, seconded by Director Schene, to approve the agenda. The motion passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

7. Natural Resources Conservation Service (NRCS) Report –

Ms. Rash reported status on all current reports and projects at this time. Please refer to the provided status report for further detail. Ms. Rash also reported that their office is still closed to general public, however they are offering mission critical site visits, with physical distancing, at this time due to the Covid-19 requirements in place.

8. Old Business –

- a. DRCD Grading Permit Reviews – Receive and Consider Policy and Ditch Committee Recommendations– **(ACTION)**

Mrs. Huff gave an overview of this action item. This item was presented at a previous Board meeting with the recommendation that it go before the Ditch and Policy

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committee. Today we are presented with this new procedure after both committees have reviewed and recommended that the Board approve new procedure.

The Board expressed that in addition to this new process they would like West Yost to develop a workbook for DRCD to follow and distribute to the land owners in the Design phase of any grading projects. Director Viguie feels that this will serve as a consistent guideline for DRCD to follow.

A motion was made by Director Beukelman, seconded by Director Gill, to approve the DRCD Grading Permit Procedure. The motion passed as follows:

Present:	Viguie, Beukelman, Bei, Gill, Schene
Nays:	None
Abstain:	None
Absent:	None

b. DRCD Encroachment Permits – Receive and Consider Policy and Ditch Committee Recommendations – (ACTION)

Mrs. Huff gave an overview of this action item. This item was presented at a previous Board meeting with the recommendation that it go before the Ditch and Policy committee. Today we are presented with this new procedure after both committees have reviewed and recommended that the Board approve new procedure.

The Board concurred that in addition to the proposed process DRCD needs to add a requirement that a Dixon RCD lock be installed to any encroachment permits for installation of gates for maintenance access.

A motion was made by Director Beukelman, seconded by Director Schene, to approve the DRCD Encroachment Permit Procedure and Application. The motion passed as follows:

Present:	Viguie, Beukelman, Bei, Gill, Schene
Nays:	None
Abstain:	None
Absent:	None

9. New Business

a. Dixon RCD Fiscal Year (FY) 2020 - 2021 Budget Fund 024 – Review draft budget for Dixon RCD for FY 2020 – 2021, provide input and consider the Financial Committees recommendation for approval (ACTION)

Mrs. Huff gave a brief overview of the proposed budget that the Financial Committee approved for recommendation to the Board. Director Viguie stated that the Financial Committee recommended that the Board adopt the final 25 cent ditch maintenance fee

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increase established in the 2016 rate study. Mrs. Huff explained that, the proposed budget assumes this increase, but the Board can formally adopt the rate in October.

There were no questions.

A motion was made by Director Beukelman, seconded by Director Viguie to approve the proposed 2020/2021 budget for DRCD. The motioned passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

- b. Dixon /Solano RCDs Office Management Account for Fiscal Year (FY) 2020 - 2021 Budget – Review budget for Office Management for FY 2020 - 2021, provide input and consider the Financial Committees recommendation for approval (ACTION)**

Mrs. Huff gave a brief overview of the proposed budget that the Financial Committee approved for recommendation to the Board.

There were no questions.

A motion was made by Director Beukelman, seconded by Director Bei to approve the proposed 2020/2021 budget for Office Management. The motioned passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

- c. Review and Consider Approving the 2x2 Committee Recommended Dixon/Solano RCD Water Quality Coalition, Budget for 2020/2021, Budget Fund 017, including setting 2020-2021 Per Acre Member Fee (ACTION)**

Mrs. Huff gave a brief overview of the proposed budget that the 2X2 Committee approved for recommendation to the Board. She explained that this item requires two decisions. The budget and the per acre member fee.

There were no questions.

The first motion was made by Director Schene, seconded by Director Beukelman to approve the proposed 2020/2021 budget for Water Quality Coalition. The motioned passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene

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Nays: None
Abstain: None
Absent: None

The second motion was made by Director Viguie, seconded by Director Schene to approve the proposed per acre member fee to remain the same at \$3.75 per acre. The motioned passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

d. Encroachment Permit – Consider approval of encroachment permit for installation of 3 gates in DRCD easements for Fletcher Properties Tremont 3 APNs 0110-020-020, 0111-150-030 (ACTION)

Mrs. Huff gave a brief overview of the encroachment permit application.

The Board requested that locks be added to all gates with a key for DRCD to have access.

Director Gill recused himself from this action item due to potential conflict of interest.

There were no other questions.

The first motion was made by Director Schene, seconded by Director Beukelman to approve the Encroachment permit. The motioned passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

e. City of Dixon NEQ Drainage Evaluation – Receive staff report and provide direction regarding the draft Technical Memo (Action)

Mrs. Huff gave a detailed overview of the Joint Powers Authority provided Technical Memo by West Yost. She identified what the objective of this action item was and what the Board's options were at this point in the beginning stages of this entire project.

Many discussions and points were brought up by the Board.

- Director Gill voiced his concern of the use of Culvert #4 stating that if it isn't used there is a strong chance that Interstate 80 will flood. He has knowledge of this being that the drainage in question goes through his property. He suggested that we explore the agreement made between the County and Caltrans back when I-80 was put in. He also stated that as it sits today the North side pond is too small and won't be able to hold the projected runoff.

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- Director Bei wants a clearer understanding of what our “cubic feet per second (CFS)” baseline is for DRCD?
- Director Viguie referred to the Technical Memo and its mention of 155 cfs. He would like more information as to where that number came from. He is not familiar with that number and how it came about.
- Director Bei raised concern that as the plan is today it requires a stretch of land to hold the difference in cubic feet of water, between what comes into Tremont 3 from above and what Dixon RCD’s drainage limit into RD 2068 is. The issue is where that stretch lies is flat.

After some back and forth discussion the Board agreed that we need to generate a list of questions for West Yost to expand on. The list is as follows;

- In the 2001 study done and paid for by SCWA the “baseline” flow is 40 cfs and now it is referencing 155 cfs. Why is this so different today?
- Can DRCD get an updated flood map from the 1997 map currently being used?
- What are the City of Dixon’s build out plans? Not just the NEQ project today but future plans including North of I-80?
- Are there other options to move re-route this water? Possibly to the creek or towards Ulatis?
- The technical memo indicates a slight improvement on the housing of the extra 30 cfs of water by the land owners, but it should be better. What would it take to improve the potential outcome for the 10 year and 15 year storm event by a minimum of 20%?
- What does the 25 year plan look like?

In addition to generating question for West Yost the DRCD board felt it appropriate to discuss what our representatives should bring to the upcoming JPA meeting on June 24, 2020. The list is as follows;

- Many of the West Yost questions can also be brought up in the JPA meeting. DRCD feels that all 4 member agencies would benefit from these questions as well.
- In addition, When does the City plan on touching the North side of I-80?
- What is the rate of development projected to be?
- What is Caltrans plan for the future of Dixon?
- If the impacted infrastructure doesn’t change but the cfs does who will be responsible for land owner damages?
- What does the design and accountability for down stream flows look like?
- How will we get land owners involved and included on the front end of this project?

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At this time the Board is not ready to take any action other than requesting more information. The Board has would like to gather more information before indicated their position on this project. The motion was made by Director Viguie, seconded by Director Bei to obtain more information before voting on this action item. The Board would like to revisit this at a later date. The motioned passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

10. DRCD District Manager's Report –

- a. District Manager Report - Mrs. Huff gave the status of all current reports at this time. Please refer to the staff report for further detail.

11. Director's Report –

Due to the potential of having a conflict of interest with the direction of these upcoming projects Director Gill has stated that he would like to remove himself from JPA Board effective immediately.

As a result of his departure Director Viguie appointed Director Beukelman to be 1 of the 2 representatives for the JPA Board.

12. Communications – None

13. Upcoming Events – Tentatively our October 14th Board meeting will be have a field visit incorporated into the meeting. More details to come.

14. Announcements –

- a. A Reminder that the next board meeting will Wednesday July 8, 2020 @ noon. It is our hope that this meeting will be in person rather than teleconference. Details to follow.

15. Adjourn Meeting

A motion was made by Director Schene, seconded by Director Gill, to close the meeting. The motion passed as follows:

Present: Viguie, Beukelman, Bei, Gill, Schene
Nays: None
Abstain: None
Absent: None

The Dixon RCD Board meeting adjourned at the hour of 1:31 p.m.


Kelly Huff, District Manager
Dixon Resource Conservation District

