

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
MARCH 11, 2020**

DIRECTORS

DAVID VIGUIE

SAM BEUKELMAN

SPENCER BEI

CHOPE GILL

ERIC SCHENE

DIXON RCD STAFF

BROOK ROSENBERGER, OFFICE MANAGER

JOHN CURREY, DISTRICT MANAGER

KELLY HUFF, PROJECT MANAGER

MARTHA MCKEEN, PROJECT COORDINATOR

OTHER ATTENDEES

JOHN REITAN – ASSOCIATE DIRECTOR

DEBBIE MONTANA – SEQUOIA ECOLOGICAL CONSULTING

WENDY RASH - NRCS

0. CLOSED SESSION: DISTRICT MANAGER APPOINTMENT

1. Call the Meeting to Order

Director Viguie called the March 11, 2020 Regular Board meeting to order at 12:28 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA.

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

2. Establish a Quorum

A quorum was established.

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3. Approve the Agenda

There was no discussion on this item.

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

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

4. Comments from the Public – None

5. DRCD Consent Calendar

- a. Approval of Minutes from the Board Meeting dated **February 13, 2020**
- b. Approval of Minutes from the Personnel Committee Meeting dated **February 13, 2020**
- c. Approval of Expenses from **February 14, 2020 to March 11, 2020**, and review of the 2019 / 2020 Budget
- d. Office Management – Approval of Expenses from **February 1 to February 29, 2020**
- e. Dixon/Solano RCD Water Quality Coalition – None

A motion was made by Director Beukelman, seconded by Director Gill, to approve the Consent Calendars items 5a – 5e as presented. The motion passed as follows

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

6. 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.

In addition to her regular update, Ms. Rash wanted to highlight the buzz about workgroup meetings and their importance in relation to the local communities. Ms. Rash and Ms. Huff will work together for workgroup meetings going forward and report back to the Board.

7. Presentations – None

8. Old Business – None

9. New Business

- a. **Memorandum of Employment (MOE) New District Manager – Review and consider approving a memorandum of employment between Dixon RCD and Kelly Huff (ACTION)**

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A motion was made by Director Bei, seconded by Director Gill, to approve MOA of employment. {Yay, Congrats Kelly}

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

b. Solano Sub basin Draft Historic Water Budget – Review and provide input on the Draft Historic Water Budget.

No action needed by the Board.

There was some discussion by all Board members that were just thrown out and talked about in open discussion;

- What does this mean for us?
- What or who is the sustainable number?
- The acre foot seems small, what does that mean?
- If system is balanced then it isn't a detrimental number and at this point it is perceived that it is a relatively balanced portfolio.
- We should ask for better data – the 1991 vs 2017 numbers do not appear accurate (referencing page 16 of hand out).

c. Management Transition Services – Consider authorizing a contract between Dixon RCD and Currey Ranch Consulting to provide as needed advisory services during the transition in management (ACTION).

A motion was made by Director Bei, seconded by Director Beukelman, to accept the attached contract for management transition services between Dixon RCD and Currey Ranch Consulting.

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

d. Wage Adjustments for Fiscal Year 2020/21 – Receive personnel committee report and provide direction to staff on implementation cost of living adjustments and wage adjustments for Fiscal Year 2020/21

Director Gill asked, What if the CPI goes down or into the negative. Mr. Currey reported that it has only happened once and at that time the Board chose to do nothing. Employees did not receive a cost of living increase that year. However each employee is still eligible for a merit increase if it is warranted.

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A motion was made by Director Beukelman, seconded by Director Schene, to accept and approve the Personnel Committees recommendation for a 3 year cost of living and wage adjustment plan.

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

e. First Northern Bank Accounts – Direct Staff to update Signature Authorization for current District Manager.

In addition to the previously approved motion to add Director Eric Schene to the signing authority for the Dixon Resource Conservation District at First Northern Bank.

A motion was made by Director Viguie, seconded by Director Gill, to authorize Kelly Huff to replace John Currey on all signing authority at First Northern Bank of Dixon.

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

f. Ad Hoc Committee Assignment – Consider assignment of two board members to an ad hoc committee for a joint planning effort between Dixon and Solano RCDs.

Mr. Currey talked about the Ad Hoc Committee and explained why we are considering this committee now. He stated that it has never really been needed in the past, but we would like to be proactive and initiate conversation to see if such a committee is required. Director Viguie agreed that we should have a meeting, and a conversation before going too much further with this committee.

However for the purpose of this staff report, and making sure we are covered a motion was made by Director Viguie, seconded by Director Bei, to accept and establish a committee and assign Directors Schene and Gill to the committee.

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

g. April Dixon RCD Board of Directors Meeting Date – Consider changing the regularly scheduled meeting date of April 8th

Due to previous scheduling commitments a motion was made by Director Gill, seconded by Director Schene, to accept the Board Meeting Change of Date from April 8th to April 15th at noon.

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

10. DRCD District Manager's Report –

- a. District Manager Report - Mr. Currey gave his last status of all current reports at this time. Please refer to the staff report for further detail.
- Highlighting the Ditch Fees – Received 98.25% Dues as of 03/07/20

No questions from the Board at this time.

- b. Water Quality Coalition Update - Ms. McKeen gave status of all current reports at this time. Please refer to the staff report for further detail.

No questions from the Board at this time.

11. Director's Report – None

12. Communications – None

13. Upcoming Events – None

14. Announcements –

- a. **The next board meeting will be April 15th, 2020 @ noon.**

Closed Session

15. PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957; **PUBLIC EMPLOYMENT: PUBLIC EMPLOYEE PERFORMANCE EVALUATION OF OUTGOING DISTRICT MANAGER.**

16. Adjourn Meeting

The Dixon RCD Board meeting adjourned at the hour of 1:41 p.m.




John Currey
District Manager
Dixon Resource Conservation District