



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
SEPTEMBER 12, 2018**

DIRECTORS

SAM BEUKELMAN

ROBERT CHOPE GILL

SPENCER BEI

DAVID VIGUIE

DIXON RCD STAFF

JOHN S. CURREY, DISTRICT MANAGER

KELLY HUFF, PROJECT MANAGER

BROOK ROSENBERGER, OFFICE MANAGER

OTHER ATTENDEES

JIM CAMPBELL – ASSOCIATE DIRECTOR

1. Call the Meeting to Order

Director Viguie called the September 12, 2018, Regular Board meeting to order at 6:07 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA.

Present: Beukelman, Gill, Viguie, Bei

Absent: None

2. Establish a Quorum

A quorum was established.

3. Approve the Agenda

There was no discussion on this item.

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

Ayes: Beukelman, Gill, Viguie, Bei

Noes: None

Abstain: None

Absent: None

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4. Comments from the Public – None

5. DRCD Consent Calendar

- a. **Approval of Minutes for the Board Meeting dated August 8, 2018.**
- b. **Approval of Expenses from August 9, 2018 to September 12, 2018, and review of the 2018 / 2019 Budget Update.**

A motion was made by Director Bei, seconded by Director Beukelman, to approve the Consent Calendar. The motion passed as follows

Ayes: Beukelman, Gill, Viguie, Bei
Noes: None
Abstain: None
Absent: None

6. Natural Resources Conservation Service (NRCS) Report -

Wendy Rash reported our NRCS update.

Programs:

- 2018 EQIP: Obligations are almost complete. We will have obligated over \$1.59 million this year, including more than \$150,000 in Regional Conservation Partnership Program (RCPP) funding through EQIP.
- Most of the funding is for irrigation efficiency with other cropland projects for hedgerows, cover crops, erosion control, reduced tillage and energy conservation. The RCPP projects are for grazing land projects with an emphasis on “carbon farming”

Partnership

- CDFA is accepting comments on the SWEEP and Healthy Soils programs.
- Local Workgroup meetings will need to occur in October. Wendy asked the Board for 20 to 30 minutes at the next meeting?
 - The Board said ok, call John to get a slot on the agenda
- Photo Contest – see the flyer, Last call due date is September 21st
- Marianne Morton at FSA is retiring this week.

Other News:

Wendy announced that she is acting DC for Napa until a permanent DC is hired, probably a few months.

Cover crop field day at the Lockeford Plant Materials Center on August 22, focused on warm-season cover crops. Wendy requested a window of time at the next Board Meeting to talk about these crops after tomato harvest?

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7. Presentations – None
8. DRCD/Solano RCD Water Quality Coalition (Irrigated Lands Regulatory Program)
 - a. **Approval of Expenses – None**
 - b. **Activities Reports - None**
9. Old Business – None
10. New Business
 - a. **Dixon / Solano RCD Water Quality Coalition – Review and Consider Approving the Budget for the Dixon / Solano RCD Water Coalition for 2018/2019, Budget Fund 017, including setting 2018-2019 Per Acre Member Fee & Revising Associated Membership Policy.**

Ms. Huff recapped the Dixon / Solano RCD 2X2 meeting held today. She reported that the 2X2 final recommendation was supported by the Advisory Committee as follows:

- Approve the 2018/2019 Dixon / Solano WQC Budget;
 - Total Revenues \$488,802.50
 - Total Expenses \$562,059.00
 - Net Position -\$73,256.00
 - Ending Fund Balance \$84,332.52
- Raise the Annual Enrollment Fee to \$3.75 per acre;
- Maintain a \$50,000 reserve;
- Use the \$50,000 previously dedicate reserves for the database transition;
- Keep the farm reporting deadline at February 15;
- Charge a late fee for any reports submitted after the February 15 date if late, equal to 20% of member fee or \$100.00, whichever is more.
- If all farming reports have not been submitted by July 1st of each year the membership will be revoked.
- The Regional Board is reducing the frequency of the Farm Evaluation, however, everyone with a high vulnerability designation will still be required to submit a Nitrogen Summary Report.
- We are transitioning to an online report

A motion was made by Director Bei, seconded by Director Viguie, to approve the staff and 2X2 committee's recommendation as outlined above including the fiscal year 2018/19 Budget for Fund 017, along with the \$.75 per irrigated acres membership fee increase. The motion passed as follows;

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Ayes: Beukelman, Gill, Viguie, Bei
Noes: None
Abstain: None
Absent: None

A motion was made by Director Beukelman, seconded by Director Viguie, to approve the staff and 2X2 Committee's recommendation to update the Membership Policy clarifying the late fee calculation and affirming the February 15 due. The motion passed as follows;

Ayes: Beukelman, Gill, Viguie, Bei
Noes: None
Abstain: None
Absent: None

b. Fall Maintenance – Map distributed to the Board

Mr. Currey handed out the District Work Order map that identified where and when maintenance will occurred. Mr. Currey discussed the 3.48 miles of ditch excavation work to be done. Mr. Currey stated that once we finish this year's planned maintenance, we will have excavated 100% of the ditches since 2006.

Mr. Currey identified the two areas that have not been done since 2006.

- Pitto Family Ranch – it's at about a 50% capacity loss
- West side of Pitt School Road – no cleaning needed

Excavation areas are;

- .6 miles on Tremont No. 1
- 1.35 miles on Tremont No.1, Lateral C
- 1.03 miles on Lateral B
- .5 miles on Lateral 5B

Mr. Currey reported that Phil Washburn has sprayed tuelles, cattails and heavy water-grass in some areas. Spraying cost on Lateral 1 and City Pond A outfall structures I shared with JPA's agencies.

Mr. Currey discussed Tremont 1 surveying for the proposed culvert and any excavation will be don after the survey is complete.

Mr. Currey also asked if anyone had a contact number for Mr. Anderson so that he could discuss some issues related to the sediment accumulation from his water control structure.

No Action Required

This item was filed.

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c. Final 2018 / 2019 Dixon RCD Budget Report

Mr. Currey reviewed the following reports in detail what each graph and spreadsheet meant to the Board. Mr. Currey stated that he can provide more or less information should the Board request it.

- Financial Position;
- Income and Expense;
- Summary of Audited Financial Reports;
- Solano County's IFAS (Integrated Funds Accounting System) Report;
- First Northern Bank Statements;
- Net Position by Cost Center 2017/2018;

Overall Financial Position;

Over the next few years, we anticipate the overall net position of the District to be positive, but relatively flat in comparison to other decades.

Verification of Cash Assets;

Total liabilities of the District are limited to Accrued Compensated Absences is \$6356.65. The Districts cash position, net of accrued liabilities in assets of \$495,396.75

Cost Center Reviews;

Governmental Services cost center shows a total negative net position of \$60,493.

Ditch Operations;

The negative net position for the ditch operation was \$62,797. The direct ditch maintenance and capital improvements expenses totaled were \$147,737.78.

District Operations;

The positive net position for the district operations are \$2,304.

Professional Services:

The combined projects had a positive net position of \$9,899; we expect the professional services to range from \$10,000 - \$15,000.

The Board had no discussion or questions.

This item was filed.

d. 2018 / 2019 Reserve Allocation – Consider Staff's Recommendation for Reserve Allocations

Mr. Currey went over the 5 District Reserve Policies and proposed a wording change in #5.

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1. Imprest Cash
2. General
3. Future Equipment Acquisition
4. Future Capital Improvement Acquisition District
5. Future Capital Improvement Acquisition Regional
 - a. As of today it states that it “is used to plan for and implement the regional drainage system improvements” Mr. Currey would like to add the words **“and rehabilitation”** after improvements.

Mr. Currey reported on the District’s cash standing as of June 30, 2018. (see below) and made his recommendations...

<u>Account</u>	<u>Current</u>	<u>Proposed</u>	
0240731 Reserves – Imprest Cash	\$25,500.00	\$25,500.00	\$25,500.00
0240733 Reserves – General	\$50,000.00	\$50,000.00	\$50,000.00
0240734 Reserves – Future Equip. Acquisition	\$20,000.00	\$20,000.00	\$20,000.00
0240736 Reserves – Future Capital District	\$50,000.00	\$205,000.00	\$205,000.00
0240736 Reserves – Future Capital Regional	\$350,000.00	\$195,000.00	\$195,000.00
<u>Fund Balance Available</u>	<u>\$6,253.40</u>	<u>\$6,253.40</u>	<u>\$6,253.40</u>
<i>Total</i>	<i>\$501,753.40</i>	<i>\$501,753.40</i>	<i>\$501,753.40</i>

Bryan Busch, the General Manager from RD2068 is currently attempting to get cost share with the county, however per our agreement if we do not obtain any cost share then DRCD is responsible for 92% of all repairs for the Etzel culvert project. As of right now, the estimate for repairs is close to \$20,000.

Mr. Currey reported that the estimate for the HWY 113 culvert repair came in at about \$6000, which fell under the previously Board approved \$8000.

A motion was made by Director Viguie, seconded by Director Bei, to Approve the amended definition of Reserves – Future Capital Improvement Acquisition – Regional to include rehabilitation and internally reallocate the funds to concur with the needs as identified in the rate study. The motion passed as follows:

Ayes: Beukelman, Gill, Viguie, Bei
 Noes: None
 Abstain: None
 Absent: None

e. Solano County Conservation Partnership Recognition Dinner – Consider partnering in the Conservation Partnership Recognition Dinner

Mr. Currey talked about the benefits of co-hosting the annual Partnership Recognition Dinner. Mr. Currey would like to participate as a team this year.

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A motion was made by Director Gill, seconded by Director Bei, to Approve to participate in the Conservation Partnership Recognition Dinner authorizing the expenditures of funds for the meal and awards. The motion passed as follows:

Ayes: Beukelman, Gill, Viguie, Bei
Noes: None
Abstain: None
Absent: None

f. November 14, Board Meeting – Consider November Agenda and Managers Schedule

Mr. Currey reported that he will not be able to attend the 11/14/18 Board meeting. Mr. Currey presented options to the Board; keep the meeting the same, change the date/day, or cancel it completely.

After a short discussion, the Board decided to just leave the meeting scheduled as normal. Mr. Currey also reminded everyone that the meeting will be at noon starting in November.

No Action was taken.

This item was filed.

11. RCD District Manager's Report

Mr. Currey verbally reported about the following:

- The County's implementation and enforcement of grading and drainage policies regarding the property located a 8303 Predrick Road. Mr. Currey had West Yost prepare a comment letter addressing the District concern that the drainage plan may be inadequate. The District response was sent on September 7, 2018, Mr. Currey will continue to follow-up with County staff to see what additional actions may be required of the project proponent.
- Ditch Fee Database – we are having a meeting with our Database Support Consultant to discuss previously approved action to “clean the slate” in the database and basically start over. The meeting will take place on 9/17/18 – from that we will provide the Board with a plan of action to be accomplished prior to Ditch Fee Maintenance invoice run.
- Mr. Currey expressed his concern for all the opportunities being presented to DRCD to participate in the development of groundwater recharge groundwater trading, habitat restoration, climate change ag concertation easements, etc. and how to appropriately meet the overall interest of the District landowners towards these and other conversation topics. Currently, Mr. Currey is selectively working on the projects that he

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believes best align with the District Goals, there will need to be a larger discussion about these “opportunities” to get further Board for direction.

Director Viguie proposed that we table the September meeting. He stated that this meeting is a very difficult time of year to attend it. He would like to cancel or reschedule it.

Mr. Currey stated that he would put in on the agenda for the January planning meeting where we can discuss and determine the best course of action.

12. **Director’s Report** – None

13. **Communications** – None

14. **Upcoming Events** – None

15. **Announcements**

The next Dixon RCD Business Meeting will be October 10, 2018, at 6:00 p.m.

16. **Adjourn Meeting**

The Dixon RCD Board meeting adjourned at the hour of 7:20 p.m.

**Brook Rosenberger
Office Manager
Dixon Resource Conservation District**

