



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)**

**MINUTES FOR February 09, 2022**

**DIRECTORS**

**DAVID VIGUIE**

**SAM BEUKELMAN**

**SPENCER BEI**

**ERIC SCHENE**

**DIXON RCD STAFF**

**KELLY HUFF, DISTRICT MANAGER**

**JOANNA YAC, OFFICE MANAGER**

**MARTHA MCKEEN, PROGRAM COORDINATOR (Virtual)**

**OTHER ATTENDEES**

**TERI KNIGHT, NRCS (Virtual)**

**ALLEN CURRY, NRCS (Virtual)**

**1. Call the Meeting to Order**

Director Viguie called the February 09, 2022 Regular Board meeting to order at 12:05 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

Roll call was taken:

Present: Viguie, Beukelman, Bei, Schene

## MEETING MINUTES

Absent: Jones

### 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 Bei, seconded by Director Schene, to approve the agenda. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei, Schene

Nays: None

Abstain: None

Absent: Jones

### 4. Presentations –None

### 5. Comments from the Public

- a. Public Hearing – Receive Public Comment regarding proposed Resolution 2022\_001 Authorizing the Placement of a Lien for Nonpayment of Drainage Maintenance Fees (**NO ACTION**)

The comment period was open to the public. No members of the public were in attendance and no public comment was made.

### 6. DRCD Consent Calendar

- a. Approval of Minutes from the Board Meeting dated **January 12, 2022**
- b. Approval of Minutes from the Personnel Board Meeting dated **January 28, 2022**
- c. DRCD- Approval of Expenses from **January 13, 2022 to February 09, 2022**, and review of the 2021 / 2022 Budget.
- d. Office Management - Expenses from **January 1 to January 31, 2022**
- e. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **January 13, 2022 to February 09, 2022**
- f. Adopt Resolution to Allow Board Participation by Remote Meeting through March 2022

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A motion was made by Director Schene, seconded by Director Beukelman, to approve the Consent Calendar items 6a-6f. The motion passed as follows:

Yeas:       Viguie, Beukelman, Bei, Schene  
Nays:       None  
Abstain:   None  
Absent:     Jones

### 7. Natural Resources Conservation Service (NRCS) Report –

Ms. Teri Knight gave an update on NRCS and announced that they did not have much to report on. They are getting ready for their application batch period to close on February 21<sup>st</sup>. They are also going through contract management to make sure they are staying on track. Allen Curry was introduced since he has recently taken the position of Assistant State Conservationist for the Bay Delta Region at NRCS.

### 8. Old Business –

- a. Encroachment Permit 2022\_0001 – Consider amendment request from PG&E to add discharge of groundwater to their existing encroachment permit **(ACTION)**

Not much discussion was had on this matter. The board had no problem with their amendment due to the water being discharged being cleaned and filtered. Also the amount of water would not be a lot and Phil would be able to go around the equipment, so that wouldn't be an issue. The board brought up the idea of the water potentially being used elsewhere.

A motion was made by Director Beukelman, seconded by Director Schene, to approve the amendment request from PG&E. The motion passed as follows:

Yeas:       Viguie, Beukelman, Bei, Schene

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Nays: None  
Abstain: None  
Absent: Jones

### 9. New Business-

- a. Consider Adoption of Resolution Authorizing the Placement of a Lien for Nonpayment of Drainage Maintenance Fees **(ACTION)**

There was no discussion on this item. The comment period was also opened during this time for the public. No public members attended.

A motion was made by Director Schene, seconded by Director Bei, to approve the adoption of the resolution. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei, Schene  
Nays: None  
Abstain: None  
Absent: Jones

- b. Review and consider Extension of Emergency COVID-19 Supplemental Sick Leave retroactive to July 1, 2021 and through June 30, 2022 **(ACTION)**

The board approved to extend the COVID-19 sick leave in order to make sure there is a fair and equitable workplace. Ms. Huff in addition did analysis on the fiscal impact it would have. So far the potential impact has only been met by 50%.

A motion was made by Director Beukelman, seconded by Director Schene, to approve the COVID extension. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei, Schene  
Nays: None

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Abstain: None

Absent: Jones

- c. 2022 Strategic Long Range Plan – Review and Provide Direction to Staff on the Draft 2022 Strategic Long Range Plan (**NO ACTION**)

The board reviewed and made recommendations to the DRAFT Long Range Plan presented. The board went through a list of strengths, weaknesses, opportunities, and threats to the District.

S.W.O.T. Analysis Dixon RCD – 02-09-22

- **Strengths of the District**

Affordable & functional drainage as a service

Affordably handling water quality & quantity regulatory requirements as a service

In person service for members

Community outreach / education focused on drainage & water quality

Technical assistance, continuing education resources

Avenue for services of partner agencies

- **Weaknesses of the District**

Inherent authorities we do not have compared to other flood control or water agencies

Difficult to increase resources for maintenance

- **Opportunities for the District**

Good working relationships with other agencies and District members, ditch and non-ditch

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- **Threats to the District**

Impacts, forcing changes to our thresholds from changing land uses and land outside of the District

Urban sprawl

Misconception of what the District's function and responsibilities are concerning drainage

Differing opinions on standards of service

There were several specific recommendations to the language as well, some of the main points being to add "groundwater", continue partnerships with other agencies that are beneficial to the district, develop district operations policies, etc. Ms. Huff is to make changes and update to the Long Range Plan for the Board to approve.

Note: The Strategic Long Range Plan was corrected from the dates listed on the agenda, from 2023-2028 to 2022-2027. The board decided to postpone action to the March 9<sup>th</sup> meeting in order to look over the changes that were discussed before approving the final plan.

### **DRCD Staff Reports:**

- a. **District Manager's Report-** Ms. Huff gave an update on Ditch maintenance. Mike completed excavation of the top of Tremont 3 and disked 600 feet of spoils on the Byrne Property. Ditch Fees are at 84% of the budget, which seems to be on track to last year and the 2<sup>nd</sup> invoices were sent February 1<sup>st</sup>. See DRCD District Manager's Report for details.
- b. **Water Quality Coalition Update-** Farm reporting is due February 15<sup>th</sup> and is only at 44%. Not concerned about it right now since there are a lot of late reporters. Payments are at 94% right now. Also the drinking water well packets were sent out for sampling of water wells

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to the reporters. Martha was given the okay to send out emails to landowners stating the packets were sent out to reporters.

**10. Director's Report** – Brief reports given by Directors on meetings attended on behalf of DRCD. There was no discussion on this item.

**11. Communications** – None

**12. Upcoming Events** –None

**13. Announcements** – **A Reminder that the next board meeting will be Wednesday, March 09, 2022 at 12:00pm.**

**14. Adjourn Meeting**

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

Yeas: Viguie, Beukelman, Bei, Schene

Nays: None

Abstain: None

Absent: Jones

**The Dixon RCD Board meeting adjourned at the hour of 2:05 p.m.**



**Kelly Huff, District Manager  
Dixon Resource Conservation District**