

MINUTES
DIXON REGIONAL WATERSHED
JOINT POWERS AUTHORITY (JPA)
OCTOBER 25, 2023

1. Call to Order

The Regular Board Meeting of the Dixon Regional Watershed Joint Powers Authority was called to order by Chairman Bird at 6:00 p.m. at the Dixon Resource Conservation District Office Conference Room, 1170 N. Lincoln Street, Dixon, California, on October 25, 2023.

Present: Jim Ernest, City of Dixon - Voting
 Steve Bird (Mayor), City of Dixon - Voting
 Eric Schene Alt., Dixon Resource Conservation District– Not Voting
 Sam Beukelman, Dixon Resource Conservation District - Voting
 Spencer Bei, Dixon Resource Conservation District - Voting
 Gene Robben, Maine Prairie Water District - Voting
 Dale Crossley, Reclamation District 2068 – Voting
 Kevin Simonis, Reclamation District 2068 - Voting
 Pat Negroni, At-Large Member - Voting

Member Agencies Staff: Kelly Huff, Dixon Resource Conservation District
 Joanna Yac, Dixon Resource Conservation District
 Brandon Rodriguez, City of Dixon Engineering Dept.
 Meda Benefield, Maine Prairie Water District

Guests: Doug Moore, West Yost Associates
 Misty Kaltreider, Solano County Resource Management (Virtual)
 Alex Rabidoux, Solano County Water Agency
 Gustavo Cruz, Solano County Water Agency

2. Public Comments – None

3. Approval of Agenda

Note: Before the approval of the agenda, Ms. Huff explained a couple of changes that needed to be addressed. The first one was to ask if Agenda items 7b and 7c could be moved to the front of the agenda, before item 7a due to Director Robben needing to leave early and those items requiring a supermajority vote. The second was the clarification of agenda item 7c title from “Approve Agreement” to “Provide Direction on Audit Services”. Chairman Bird and the board did not have any issues with these updates.

A motion was made by Director Bird, seconded by Director Ernest, to approve the agenda with the updates. The motion passed as follows:

Ayes:	Ernest, Bird, Beukelman, Bei, Robben, Crossley, Simonis, Negrone
Nays:	None
Abstain:	None
Absent:	None

4. Consent Calendar (ACTION)

- a. Approval of JPA Board Meeting Minutes for June 28, 2023
- b. Fund 062, Department 9620, General and Administration – Review budget and approve claims **July 14, 2023 through October 25, 2023.**
- c. Fund 063, Division 9631, Lateral 1 Operation and Maintenance – Review budget and approve claims **July 1, 2023 through October 25, 2023.**
- d. Fund 064, Division 9641, Project Development – Review budget and **No claims July 1, 2023 through October 25, 2023.**

A motion was made by Director Ernest, seconded by Director Crossley, to approve the consent calendar (4a-4d). The motion passed as follows:

Ayes:	Ernest, Bird, Beukelman, Bei, Robben, Crossley, Simonis, Negrone
Nays:	None
Abstain:	None
Absent:	None

5. Presentations - None

6. Old Business – None

7. New Business

- b. Review Lateral 1 Planned Maintenance Activities for 2023-2024 and associated budget adjustments **(ACTION) by Supermajority**

Ms. Huff explained that she has been working with City of Dixon staff to find an affordable option to re-grade the 1.2 miles of Lateral that is most significantly impacted. The proposed budget reflects the best available option to the JPA. To complete the work on the 1.2 miles it would cost \$70,700 with the JPA portion being \$46,400. Reclamation District 2068 has agreed to provide excavation services and SCWA has agreed to accept the excess spoils and pay for ½ of the transport fees. The proposed budget adjustments increase the 2023-2024 budget expenses by \$32,300 for the overall maintenance. Ms. Huff recommended that after the 1.2 miles are complete, if there is still money within

the approved budget that the cleaning could be extended downstream. The board all approved the \$32,300 budget adjustment.

A motion was made by Director Bei, seconded by Director Crossley, to approve the requested budget adjustment. The motion passed as follows:

Ayes:	Ernest, Bird, Beukelman, Bei, Robben, Crossley, Simonis, Negrone
Nays:	None
Abstain:	None
Absent:	None

c. Audits for Fiscal Years 2023 and 2024 – Provide Direction on Audit Services to the Dixon Regional Watershed JPA (ACTION) by Supermajority

Ms. Huff explained the ongoing cost for the JPA is the biennial audit thus asking whether the board would like to continue with our current audit services contract with PB&J, which has been around \$5,000 or direct staff to conduct an RFP for audit services. In previous years the board was interested in doing an RFP to look into other auditor prices. Director Crossley asked if any research had been done and how much would it cost. Ms. Huff explained that she has only conducted informal research and the prices of our current audits seem reasonable. She estimates that the RFP process would take around \$800 in staff time to complete. Director Bei stated that we always come to the same conclusion, it has to be done anyways so just go forward with the current auditors. The whole board agreed to go forward with PB&J for the 2023 and 2024 audit.

A motion was made by Director Crossley, seconded by Director Bei, to approve direct staff to request proposals from our current auditor for fiscal year 2023 and 2024. The motion passed as follows:

Ayes:	Ernest, Bird, Beukelman, Bei, Robben, Crossley, Simonis, Negrone
Nays:	None
Abstain:	None
Absent:	None

a. Receive Report on Phase III Dixon Watershed Management Plan Update and Provide Member Agency Feedback and Questions (ACTION)

With the support of JPA members and SCWA, the technical work for Tremont 3 Watershed Regional Drainage Improvements is currently being done by West Yost. DRAFTS of Task 1 & 2 were completed in September and were sent to all the agencies participating in this project. Staff level comment letters were provided by the agencies to SCWA to compile and SCWA is working to bring some clarification to the agencies on the work that West Yost is undertaking.

Comments and questions included the need for involvement of Solano County, Solano Irrigation District (SID) and other parties, discharge limits being applied according to the JPA Agreement, needing explanation of how the backup supplemental information and baseline numbers could change so significantly from previous studies. Alex Rabidoux, SCWA engineer agreed that Tasks 1 & 2 do need some more clarification and he understands the interested agencies' concerns and need for information. After Mr. Rabidoux and Gustavo Cruz, SCWA staff gather and compile all of the comments on the DRAFT tech memos more clarified information can be given to the JPA member agencies. This information is expected to be ready in adequate time for the next scheduled JPA meeting in January 2024 which will also include information on Task 3.

Note: No Action was taken.

b. Consider November, December & January Board Meeting Date(s) – (ACTION)

Based on the timeline of the tasks 3 and 4 being completed we wanted to allow SCWA staff sufficient time to compile feedback on the tech memos and to distribute to contributing agencies. Taking into account the holidays as well it was agreed to not have a meeting in November or December. **The next meeting was scheduled for January 24, 2024.**

A motion was made by Director Bird, seconded by Director Crossley, to approve the scheduling of November, December, and January meeting date(s). The motion passed as follows:

Ayes:	Ernest, Bird, Beukelman, Bei, Robben, Crossley, Simonis, Negrone
Nays:	None
Abstain:	None
Absent:	None

8. Secretary's Report- None

9. Announcements

- a. Please remember to keep the 4th Wednesday of each available should a JPA Board Meeting be called.**

10. Adjournment

The Dixon Regional Watershed Joint Powers Authority Board meeting adjourned at the hour of 7:19 p.m.

Attest:


Kelly Huff
Secretary


Steve Bird
Chairman