

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR AUGUST 16, 2023**

DIRECTORS

DAVID VIGUIE

SPENCER BEI

ERIC SCHENE

DANIEL JONES

SAM BEUKELMAN

ASSOCIATE DIRECTOR

JIM CAMPBELL

DIXON RCD STAFF

KELLY HUFF, DISTRICT MANAGER

JOANNA YAC, OFFICE MANAGER

MARTHA MCKEEN, PROGRAM COORDINATOR

OTHER ATTENDEES

GREG BARDINI, MORTON & PITALO, INC.

DAVID ELDRIDGE, DISTRICT LANDOWNER

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1. Call the Meeting to Order

Director Viguie called the August 16, 2023 Board meeting to order at 12:01 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

Roll call was taken:

Present: Viguie, Bei, Schene, Jones, Beukelman

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

Yeas: Viguie, Bei, Schene, Jones, Beukelman

Nays: None

Abstain: None

Absent: None

4. Presentations –

Greg Bardini, Engineer for the proposed Dixon 257/Campus Project in the City of Dixon Northeast Quadrant. Mr. Bardini has worked with developers and the City of Dixon for many years. He was a part of the City Pond B, Walmart, Scannell projects and others.

Mr. Bardini explained that the Dixon 257/Campus Project environmental process is beginning and that they are proposing to move faster than the City's proposed interim drainage project. The project is proposed to be a technology park and high-density housing. Director Bei asked what Campbell Soup's take on all of this is? Mr. Bardini explained they have concerns of course due to having housing and commercial land next to their operation. Director Jones asked if traffic lights would be put up. Mr. Bardini responded that traffic studies will need to be completed to determine that. The Campus Plan would like to handle their own drainage through a detention basin until they can join the "sub regional

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solution” (City of Dixon’s Proposed Interim Drainage Plan for the NEQ). West Yost is starting the initial engineering of this. Associate Director Campbell asked if they had checked for burial grounds. Mr. Bardini explained that surveys were done and it is not an issue. Guest David Eldrige explained the groundwater should be tested for nitrates to ensure the farmers don’t get blamed for the increase. He also asked if the pump would be on a float or manual system. Mr. Bardini responded, float. Director Bei asked if Mr. Bardini had talked to SID yet, he responded no, but that would be a good idea for the regional solution.

Director Bei also explained since they are planning for a certain number of acres for stormwater ponds at Dixon 257, can they plan for more. This is because what if in 10 years from now more is needed or wanted in addition to an adequate size of pond is important. David Eldridge brought up his concerns of water quality again and Mr. Bardini responded with that being a legitimate concern that can be looked into. Mr. Bardini thanked everyone for their feedback and was willing to come back and explain the project further when additional research has been done.

5. Comments from the Public- None

6. DRCD Consent Calendar

- a. Approval of Minutes from the Board Meeting dated **July 12, 2023**
- b. DRCD- Approval of Expenses from **July 13 to August 16, 2023**, and review of the 2023-2024 budget
- c. Office Management - Approval of Expenses from **July 1 to July 31, 2023**, and review of the 2023 / 2024 Budget
- d. Dixon/Solano RCD Water Quality Coalition – **None**

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

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

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Abstain: None

Absent: None

7. **Natural Resources Conservation Service (NRCS) Report – None**

8. **Old Business – None**

9. **New Business-**

- a. Encroachment Permit – Consider encroachment permit application for removal and relocation of culvert crossing through Tremont 1 system at APN 0110-110-120 **(ACTION)**

Note: Director Viguie stepped out of the room during this agenda item due to conflict of interest with the encroachment permit. Mr. Viguie is the tenant farmer on the property.

Ms. Huff explained that David Hamel submitted a permit to remove a dual culvert crossing and replace it with a new crossing across the Tremont 1 system. She explained this is to access their property through their right of way. Director Bei stated that he understands what they are trying to do and thinks it is advantageous for them and for the District. He recommended that the board approve the encroachment permit.

A motion was made by Director Bei, seconded by Director Schene, to approve the encroachment permit. The motion passed as follows:

Yeas: Bei, Schene, Jones, Beukelman

Nays: None

Abstain: Viguie

Absent: None

- b. Regional Drainage Update – Receive staff update, provide direction and consider a Letter of Support for Solano County Grant Application

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to Department of Conservation Sustainable Ag Lands Conservation (SALC) Program **(ACTION)**

Ms. Huff gave an update on what has occurred since July's Board Meeting. She mentioned SCWA approved West Yost Associates Phase II work, but a lot of discussion and questions were made which led to the recommendation of forming a Regional Flood Issue Ad Hoc Committee. DRCD and SRCD also met with LAFCO to discuss drainage challenges. LAFCO staff recommended to continue to comment on CEQA on the individual projects. There was also discussion about SRCD's interest in expanding their boundaries to better match where they are providing services. The LAFCO staff are committed to looking into our concerns. Lastly, Solano County is proposing a Solano County Strategic Initiative for Agriculture in preparation for their General Plan Update. Director Viguie wondered if they will stay up to date on the Ag Land information that will go into their General Plan Update. Ms. Huff explained that Ed King, Solano County Ag Commissioner asked if Dixon RCD would be willing to support a land use planning grant proposal from Solano County to the Department of Conservation's SALC Program. The board agreed to approve the letter of support.

A motion was made by Director Viguie, seconded by Director Bei, to approve the Letter of Support to County Grant. Proposal & Proposal Summary. The motion passed as follows:

Yeas: Viguie, Bei, Schene, Jones, Beukelman

Nays: None

Abstain: None

Absent: None

c. Consider Manager's Vacation Request for July 2024 (ACTION)

Ms. Huff explained that she and her family are planning a trip overseas and was seeking the board's approval. Since this trip is

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going to be more than 5 days it requires the board's approval. The trip would be from July 15 through August 2, 2024. Director Viguie asked if Ms. Yac, Dixon RCD's Office Manager knows the process of what to do when the District Manager is out of office. Ms. Huff responded yes and explained Ms. Yac has both Director Viguie and Director Bei's contact information in addition to contractor Mike Kett's in case of a Ditch related emergency. Aside from having contact information of who to reach out to when someone calls with a Ditch related issue, she knows to check the District Manager's voicemail when she is gone. Director Viguie was satisfied with this information and recommended authorizing the DM's vacation with the board's approval.

A motion was made by Director Jones, seconded by Director Schene, to approve the District Manager's three week vacation. The motion passed as follows:

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

d. **Board Meeting Dates – Cancel September Meeting and Consider Changing December Meeting Date (ACTION)**

Ms. Huff explained that over the past several years the Board has been cancelling the September Board meeting and holding a Financial Committee in place. Therefore, an action to continue this is necessary. In addition, CARCD has scheduled their annual conference December 13-15th in Sacramento which interferes with our December Board Meeting. Ms. Huff plans to attend the conference and suggested holding our December meeting one day early which would be Tuesday December 12th. The Board agreed to cancel the September meeting and change the December meeting date.

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A motion was made by Director Jones, seconded by Director Schene, to approve the cancelling September's Board Meeting and changing December's Meeting day to Tuesday December 12th. The motion passed as follows:

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

10. DRCD Staff Reports:

- a. **District Manager's Report-** Ms. Huff mentioned that the quote for the data transfer from our Access Database to Quickbooks was going to need to be increased. We had budgeted for \$5,000 but will need to increase it \$10,000 due to more complex situations with certain relationships between the data that will ultimately cost more. No budget adjustment is necessary at this moment due to the budget category for contracted services having enough funds. The board had no problem with this. Ms. Huff also mentioned that the County sent out a notification on a project where they plan to convert 15.7 acres of crop ground to a temporary truck parking lot. Ms. Huff explained she submitted a comment letter and reminded them that they need a drainage plan and need to notify DRCD of all projects. See District Manager's Report for more details.

- b. **Water Quality Coalition Update-** Ms. McKeen explained that she is currently collaborating with Solano RCD staff and other partners to set up dates for outreach events (workshops and meetings). As of now a date for the All Member's Meeting is set for November 2, 2023 from 5:30 to 7:00 pm in the RCD large conference room. Other events are to come in January and February so be on the lookout for those dates. See Program Coordinator's Report for more details.

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11. **Director's Report –None**

12. **Communications – None**

13. **Upcoming Events –None**

14. **Announcements –**

No Dixon RCD Board Meeting in September!

**A Reminder that the next board meeting will be
Wednesday, October 11, 2023 at 12:00pm.**

15. **Adjourn Meeting**

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

Yeas: Viguie, Bei, Schene, Jones, Beukelman

Nays: None

Abstain: None

Absent: None

The Dixon RCD Board meeting adjourned at the hour of 2:02 p.m.



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