



DIXON RESOURCE CONSERVATION DISTRICT (DRCD)

MINUTES FOR APRIL 20, 2022

DIRECTORS

DAVID VIGUIE

SAM BEUKELMAN

SPENCER BEI

DANIEL JONES

ASSOCIATE DIRECTORS

LEO SOUKERIS (Virtual)

DIXON RCD STAFF

KELLY HUFF, DISTRICT MANAGER

JOANNA YAC, OFFICE MANAGER

MARTHA MCKEEN, PROGRAM COORDINATOR

OTHER ATTENDEES

TERI KNIGHT, NRCS (Virtual)

1. Call the Meeting to Order

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Director Viguie called the April 20, 2022 Special Board meeting to order at 12:02 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

Roll call was taken:

Present: Viguie, Beukelman, Jones, Bei

Absent: Schene

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

Yeas: Viguie, Beukelman, Jones, Bei

Nays: None

Abstain: None

Absent: Schene

Presentations – Note: Chris Lee’s presentation was postponed to the May 11th Board Meeting.

4.

- a. Chris Lee, Solano Subbasin Groundwater Sustainability Agency: Update on Groundwater Sustainability Plan and Potential Fees

5. Comments from the Public- None

6. DRCD Consent Calendar

- a. Approval of Minutes from the Board Meeting dated **March 09, 2022**
- b. Approval of Minutes from the Personnel Committee Meeting dated **April 1, 2022** (Director’s Prep)
- c. DRCD- Approval of Expenses from **March 10, 2022 to April 20, 2022**, and review of the 2021 / 2022 Budget.

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- d. Office Management - Expenses from **March 1 to March 31, 2022**
- e. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **February 10, 2022 to April 20, 2022**
- f. Adopt Resolution to Allow Board Participation by Remote Meeting through **May 2022**

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

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

7. Natural Resources Conservation Service (NRCS) Report –

Ms. Teri Knight gave a brief update on NRCS, they are almost done with batch period three. All together they have 6 applications approved. For batch period four they have 22 applications submitted which will close at the beginning of May. They will work on different forms of funding for the upcoming projects.

8. Old Business –

- a. Encroachment Permit 2022_0001 – Review PG&E Water Conveyance Plan for Robben Road **(NO ACTION)**

There was minimal discussion on this item. The board just brought up that PG&E needs to continue to give them a heads up and have open communication about their work.

- b. Receive Solano Subbasin Groundwater Sustainability Plan (GSP) Update **(NO ACTION)**

The GSP plan is finally at the stage to talk about and enact fees to fund the long-term program. Because the Solano Subbasin

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GSA is planning to collect fees through County property taxes, the fees themselves require a Proposition 218 process, including a vote by property owners. With that said, in order to have a vote the fee structure needs to be established. They have to take into consideration the conclusions and numbers in an Engineer's Report that is not yet completed to start the fees process. If the GSA Board cannot come to an agreement then there is a possibility for the State Department of Water Resources (DWR) to step in and manage the program and the charges at a much higher rate. More information will be known after their next meeting.

9. New Business-

- a. Encroachment Permit 2022_0003 - Consider Encroachment Permit Application for Temporary Installation of Tarp Dam in Tremont 1 System at APN 0110-110-030 **(ACTION)**

The board approved the Encroachment Permit application. Ms. Huff asked the board if they were okay with the additions to the addendum for the installation of diversion facilities. They did not see any concerns with the conditions in the new addendum, but asked about the practicality of 1 year permits. Ms. Huff explained that the addendum should be reviewed during the Operations Policy process planned for this fall/winter and once a standard new addendum is approved, the term of permits would be ongoing. Director Viguie also mentioned that a time frame needs to be established if it is not used anymore they need to reply, maybe "if not used for 5 years". Director Bei said he liked the addendum and thought it was straight forward and that it is getting done.

A motion was made by Director Beukelman, seconded by Director Viguie, to approve the Encroachment Permit. The motion passed as follows:

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

- b. Encroachment Permit 2022_0002 – Consider Encroachment Permit Application for Already Installed Pipeline across Lateral 3 System APN 0143-010-070 **(ACTION)**

Considering the encroachment application that was submitted for the work already done, the board came to a consensus that there was insufficient information to approve the permit. There wasn't detailed information on the plans and what those effects are to the ditch. In addition, Dixon RCD does not have authority to approve facilities installed in a county culvert, without approval of the County. The board agreed on sending them a denial letter for them to respond with one of the first two options stated on the letter and recommended copying the letter to the County Roads Department.

A motion was made by Director Viguie, seconded by Director Beukelman, to deny the Encroachment Permit. The motion passed as follows:

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

- c. Wage Adjustments – Receive Personnel Committee Report and Provide Direction to Staff **(ACTION)**

There was minimal discussion on this item. The Board approved the Personnel Committee's recommendation for there to be a 5% increase in wages for the three Dixon RCD staff members for 2022-2023. The wage adjustments include a 2% merit increase

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and 3% for cost of living increase based on Western States and San Francisco.

A motion was made by Director Bei, seconded by Director Beukelman, to approve the wage adjustments. The motion passed as follows:

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

- d. Updates to Division 9 of Public Resources Code – Review Proposed Updates to Division 9 of the Public Resources Code and Consider Formal Support for Changes (**ACTION**)

Ms. Huff explained the reasoning for the updates being that the last time it was updated was in the 1970's and effects of Division 9. Division 9 is the enabling legislation for RCDs statewide. It was noted that there is a small group of RCDs that have concerns with the changes and potential impacts to LAFCO reviews. CARCD is working with those Districts to address their concerns. The proposed changes are small and more updates will be needed in the future. Ms. Huff does not anticipate that the changes will have impacts to us (Dixon RCD), but they do help clarify the authorities for other RCDs that are working on programs beyond water, agriculture and erosion control. With this information the board agreed on supporting the updates to Division 9.

A motion was made by Director Beukelman, seconded by Director Bei, to approve the support for updates to Division 9. The motion passed as follows:

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

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Absent: Schene

- e. Regional Drainage Update – Receive Update from Staff and Provide Direction **(ACTION)**

Note: The Board agreed to postpone action on this item for a further meeting.

Much discussion was had on this item. Director Viguie said the proposed questions are good, but to be careful of the wording. The questions are to develop a better understanding of what other agencies think Dixon RCD's role is. That being said the board recommends further look into how these questions can be asked without ruffling feathers. Director Beukelman suggested that we could invite elected officials to a Dixon RCD Board Meeting to discuss. More deliberation is needed in this topic which led to the postponement of any additional action at this time.

- f. Consider One Year Extension of Dixon Tractor and Gravel on Call Maintenance Agreement #2022_002 **(ACTION)**

After discussing the conditions of Dixon Tractor & Gravel's contract the board decided that the 25% fuel surcharge when fuel is \$3.50 or above is too much. The board calculated approximate costs based on how many gallons it would take per mile to do work. That being said they are willing to approve the contract by requesting Dixon Tractor & Gravel to lower the surcharge to 12.5%. If the request is approved the 1 year contract extension is approved.

A motion was made by Director Beukelman, seconded by Director Jones, to approve the extension of Dixon Tractor and Gravel's contract. The motion passed as follows:

Yeas: Viguie, Beukelman, Bei, Jones

Nays: None

Abstain: None

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Absent: Schene

DRCD Staff Reports:

- a. **District Manager's Report-** Ms. Huff gave an update on ditch maintenance, Phil completed his winter spray March 14th, and Mike cleaned Tremont 2 and repaired areas on Lateral 4 and 1. Request for Dixon RCD assistance was made by Jason Bravos to look at the plugged culvert on Sikes Road. For Ditch Maintenance Fees so far we are at 99% of the projected budget, only 8 unpaid members remain. In continuation of the grant process DOC has requested an interview to discuss the proposal and following the notification of awardees will be on or after May 16th. See DRCD District Manager's Report for details.
 - b. **Water Quality Coalition Update-** Ms. McKeen asked for feedback on a note she drafted to distribute to all the DSWQC members, informing them of the upcoming Groundwater Sustainability Plan Virtual Townhall Meeting on May 3rd. Director Viguie recommended to be more straightforward and to say that there will be fees coming to let people know ahead of time and be prepared, if we know that they will be discussed.
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, May 11, 2022 at 12:00pm.**

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14. Adjourn Meeting

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

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

The Dixon RCD Board meeting adjourned at the hour of 1:31 p.m.



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