



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR OCTOBER 09, 2024**

DIRECTORS

DAVID VIGUIE

SPENCER BEI

DANIEL JONES

ALEXIS HARVEY

ASSOCIATE DIRECTOR

JIM CAMPBELL

LEO SOUKERIS

DIXON RCD STAFF

KELLY HUFF, DISTRICT MANAGER

JOANNA YAC, OFFICE MANAGER

MARTHA MCKEEN, PROGRAM COORDINATOR

OTHER ATTENDEES

TERI KNIGHT, NRCS

MEDA BENEFIELD, MAINE PRAIRIE WATER DISTRICT

CHRIS HOLDNER, MAINE PRAIRIE WATER DISTRICT

MEETING MINUTES

MORT TRIPLETT, MAINE PRAIRIE WATER DISTRICT

ROB WHITE, HARVEST AT DIXON PROPOSED DEVELOPMENT

PATRICK HO, MBK ENGINEERS

CHRIS FONG, CITY OF DIXON ENGINEER

JUSTIN NOUTARY, RECLAMATION DISTRICT 2068

1. Call the Meeting to Order

Director Viguie called the October 09, 2024, 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, Jones, Bei, Harvey

Absent: Schene

2. Establish a Quorum

A quorum was established.

3. Approve the Agenda

Note: Director Viguie requested changes to the agenda by moving items 4a and 9a first then go back to the normal agenda order.

A motion was made by Director Viguie, seconded by Director Jones, to approve the agenda with the changes. The motion passed as follows:

Yeas: Viguie, Jones, Bei, Harvey

Nays: None

Abstain: None

Absent: Schene

4. Presentations –

a. The Harvest at Dixon – Drainage Concepts for Proposed Development in Southeast Dixon

Rob White from Proposed Project, “the Harvest at Dixon” gave a presentation, on behalf of the Lewis Group of Companies and

MEETING MINUTES

Jens & Poul Karlshoej, on a proposed project plan that would be Southeast of Dixon. Part of the plan would be to develop a Southeast Dixon Specific Plan with the City of Dixon that would cover an estimated 1,300 acres and 6,000 homes over an estimated 20 year period. He mentioned that this has been a project that two families have been working on and are planning on the project being up for community review over the next 18-24 months. He also mentioned that Lewis Group has a project similar to this in Chino, CA that has been successful. Within their project development ideas, they are including stormwater detention concepts which could help with an overall regional solution. The detention design ideas vary but all would create a bigger detention basin to re-use the land that the smaller basins are currently on. Mr. White did mention that this does not take care of the water North of I-80. The larger detention concept then comes with the question of how the water would get there? That is the next step to look into. The current status of the project is that an application package was submitted to the City of Dixon on October 2nd and is now under review by the City of Dixon. As more information comes, he would be happy to return and give another presentation.

5. Comments from the Public - None

6. DRCD Consent Calendar

- a. Approval of Minutes from the Board Meeting dated **July 10, 2024**
- b. Approval of Minutes from the Financial Committee Meeting dated **September 11, 2024**
- c. Approval of Minutes from the Ditch Committee Meeting dated **September 18, 2024**
- d. DRCD- Approval of Expenses from **September 12, 2024, to October 9, 2024**, and review of the 2024-2025 budget
- e. Office Management - Approval of Expenses from **September 1 to September 30, 2024**, and review of the 2024 / 2025 Budget
- f. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **July 1, 2024 to October 9, 2024** and review of the 2024 / 2025 Budget

MEETING MINUTES

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

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

7. Natural Resources Conservation Service (NRCS) Report –

Ms. Teri Knight gave a quick update. She mentioned it was the start of a new Fiscal Year for NRCS in October. They are able to make payments now. At the Vacaville office \$550,000 was funded which turned out to be about 25% of the applications received, which is fewer than previous times. Other than that, there is not much to report on right now.

8. Old Business –

- a. Encroachment Permit #2024_0002-Realized Dreams (Clark Pacific) Subdivision Project – Dixon RCD Response to County Project Notification / Drainage Report (**ACTION**)

Ms. Huff mentioned that the development plans for this particular permit have had numerous changes since the encroachment permit was approved in May, including new crossings, removal or enlargement of culverts and enlargement of ditches. As part of the CEQA review of the project, consultants are potentially delineating some of the Dixon RCD ditches as wetlands. With this new information Ms. Huff has been busy having many conversations with attorneys at Downey Brand to see what the correct way to deal with this situation is.

Ms. Huff had staff recommendations (see following) that the board agreed was the correct way to deal with this encroachment right now.

- District Manager, with assistance from Downey Brand, will submit written responses and recommendations by October 15th to Solano County to ensure, if possible, that this project does not impact Dixon RCD's continued performance of our maintenance and drainage responsibilities.

MEETING MINUTES

- Dixon RCD should review our routine maintenance operations and consider filing an annual notice of CEQA exemption for required maintenance of existing serviceable structures and for pre-CEQA ongoing projects. This can be initiated at our November meeting.
- Based on changes and additions to the project designs and potential impacts to Dixon RCD facilities, the permit conditions for Encroachment Permit #2024_0002 need to be reviewed and updated. In light of the significant staff and consultant resources being used for review and involvement in this project, Dixon RCD should consider charging an encroachment permit fee.

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

Yeas: Viguie, Jones, Bei, Harvey

Nays: None

Abstain: None

Absent: Schene

9. New Business-

- a. Regional Drainage – Receive staff update/MBK engineering review and provide direction (**ACTION**)

Patrick Ho from MBK Engineers gave a presentation on his review of West Yost model results for the City of Dixon's Proposed Interim Drainage Project. His review does confirm that there are issues with the way the modeling is calculating the existing conditions in the watershed. He did want to make it clear that it's not the modeler, but rather the model that is calculating the flows. What was found is that the model that is currently being used to get the flow numbers is one dimensional which may work for a 10-year storm event, but not for a 100-year storm event. With the current model it is artificially directing the water in a channel, which could misrepresent the spreading of flood water as well as existing flood storage depths by not accounting for the volume of water impounded and not taking account the overland flow. The use of a one dimensional model could be fine, but it would need to be calibrated. Patrick's recommendations are to re-run

MEETING MINUTES

the data with a 2-dimensional software in order to get more accurate numbers.

Ms. Huff also wanted to mention that counsel believes it is a good time to send the hold harmless letter to the City. The board agreed and had no changes to the letter and approved to send the letter to the city.

A motion was made by Director Bei, seconded by Director Harvey, to move forward with sending the Hold Harmless Letter to the City of Dixon. The motion passed as follows:

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

- b. Encroachment Permit – Consider encroachment permit application for Pomona Farming Commercial Driveway Crossing and Culvert Replacement on Westside Drain (**ACTION**)

Ms. Huff mentioned that she was notified by Pomona Farming that they are wanting to upgrade their existing crossing to a commercial driveway and replace/enlarge the existing 36” culvert to a new 40” culvert. Ms. Huff also stated that she forwarded the request to Maine Prairie Water District and Reclamation District 2068 and were both okay with it. The board did not see a problem with the encroachment permit going forward. Associate Director Jim Campbell mentioned that it would be good to document that the reason the enlargement is being approved is because the crossing was not part of the original system design and therefore is not a flow control point in the system. Director Viguie mentioned that that would be a good additional comment to add to the encroachment permit, and the board agreed.

A motion was made by Director Harvey, seconded by Director Jones, to approve the encroachment permit with the added comments. The motion passed as follows:

Yeas: Viguie, Jones, Bei, Harvey
Nays: None

MEETING MINUTES

Abstain: None

Absent: Schene

- c. **2024 Outstanding Ditch Maintenance Fees** – Review and consider outstanding Ditch Maintenance Fee accounts for possible adjustments **(ACTION)**

Ms. Yac mentioned that typically the board has chosen to annually waive the accrued interest on accounts that otherwise have paid in full. If the board were to want to waive the amount, the remaining 20 outstanding accounts would total up to \$193.13. For the 2024 Ditch Maintenance year the District is owed \$827.78. The following report shows the 25 accounts that have balances due or credits.

20 Paid in full, except interest	\$193.13
2 Chronic outstanding	\$645.15
3 Credits	\$-10.50

Ms. Yac did want to mention that one of the chronic non-payers, Matias Castro, did make a payment of \$300 which is the first payment received by this ditch member. This leaves their account with an outstanding balance which she will continue to reach out for payment as well as the other chronic non-payer ditch member. ›

A motion was made by Director Bei, seconded by Director Viguie, to authorize the 2024 Ditch Maintenance interest adjustments. The motion passed as follows:

Yeas: Viguie, Jones, Bei, Harvey

Nays: None

Abstain: None

Absent: Schene

10. **DRCD Staff Reports:**

- a. **District Manager's Report-** Ms. Huff gave thanks to Justin Noutary and staff at Reclamation District 2068 for helping out with ditch maintenance. Ms. Huff also mentioned that she and Justin think it might be a good idea to create a long-term ditch

MEETING MINUTES

maintenance agreement with RD2068 since they have been helping out so much and will hopefully continue to do so. Director Viguie agreed that yes that would be a good idea and for Ms. Huff to draft it up and take to the Ditch Committee before bringing it to the board. Our new ditch contractor Rico Ielmorini is to conduct a systemwide debris removal in late October. See District Manager's Report for more details.

b. Water Quality Coalition Update- None

11. **Director's Report –None**

12. **Communications – None**

13. **Upcoming Events –None**

14. **Announcements –**

The next Dixon RCD Board Meeting is Wednesday November 13, 2024 at 12:00 p.m.

15. **Adjourn Meeting**

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

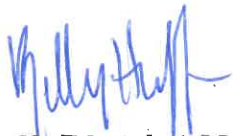
Yeas: Viguie, Jones, Bei, Harvey

Nays: None

Abstain: None

Absent: Schene

The Dixon RCD Board meeting adjourned at the hour of 1:58 p.m.



Kelly Huff, District Manager

Dixon Resource Conservation District