

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
February 11, 2016**

DIRECTORS

**MARK HOLDENER, PRESIDENT
SAM BEUKELMAN
RICK MARTINEZ**

DIXON RCD STAFF

JOHN S. CURREY, DISTRICT MANAGER

OTHER ATTENDEES

**WENDY RASH, DISTRICT CONSERVATIONIST, NATURAL RESOURCE
CONSERVATION SERVICES (NRCS)**

1. Call the Meeting to Order

President Holdener called the February 11, 2016, Special Board meeting to order at 6:00 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA.

Present: Beukelman, Martinez, Holdener
Absent: Viguie

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

Ayes: Beukelman, Martinez, Holdener
Noes: None
Abstain: None
Absent: Viguie

4. Comments from the Public - None

MEETING MINUTES

5. **Presentations – None**
6. **DRCD/Solano RCD Water Quality Coalition (Irrigated Lands Regulatory Program) – Monthly Reports**
 - a. **Approval of Expenses – None**
 - b. **Activities Reports – None**

7. **Natural Resources Conservation Service (NRCS) Report**

Ms. Rash discussed the Water Quality Coalition Workshops that had been held and that the final meeting on irrigated pasture is on February 17.

Ms. Rash noted that there were fewer EQIP applications this year. She noted her appreciation that the District has a contract with NRCS to provide additional staffing for NRCS. She also informed the Board that there were no applications received for the engineering positions that recently closed and that she was not sure when the engineering position or the open Soils Conservationist position will be advertised. She also discussed the new effort to estimate the reduction in greenhouse gas emission and the amount of carbon sequestration using the COMET model.

Director Martinez discussed the engine replacement program and how the rules seem to be more complicated.

This item was filed.

8. **DRCD Consent Calendar**
 - a. **Approval of Minutes for the Regular Board Meeting dated January 13, 2016.**
 - b. **Approval of Expenses from January 13, 2016 to February 11, 2016, and review of the 2015 / 2016 Budget Update.**

There was no discussion on this item.

A motion was made by Director Martinez, seconded by Director Beukelman, to approve the Consent Calendar. The motion passed as follows:

Ayes: Beukelman, Martinez, Holdener
Noes: None
Abstain: None
Absent: Viguie

9. **Old Business**
 - a. **Drainage Fee Rate Study – Review Draft Rate Study tables, provide direction to Staff, consider budget projections and ditch maintenance staffing for the Rate Study**

This item was taken out of order. See Minutes on Page 4.

MEETING MINUTES

10. New Business

a. Election of Board Officers – President, Vice-President, Secretary and Treasurer.

A motion was made by Director Martinez, seconded by Director Beukelman, to keep the same officers: Mark Holdener as President, Rick Martinez as Vice President, John Currey as Secretary, and Solano County Treasurer as Treasurer. The motion passed as follows:

Ayes: Beukelman, Martinez, Holdener
Noes: None
Abstain: None
Absent: Viguie

b. Committee Assignments for 2015 – Consider Board Members' Assignments to the Policy Review, Ditch Maintenance, Insurance and Safety, Personnel, and Budget Committees.

A motion was made by Director Beukelman, seconded by Director Martinez, to keep the same Committee appointments as attached. The motion passed as follows:

Ayes: Beukelman, Martinez, Holdener
Noes: None
Abstain: None
Absent: Viguie

c. Dixon Regional Watershed Joint Powers Authority – Receive Report from Staff and Board Members and Consider Goals and Objectives for Regional Drainage Project

Mr. Currey discussed the recent Dixon Regional Watershed Joint Powers Authority's (JPA) request that the member agencies identify key objectives to implementing regional drainage projects.

Mr. Martinez discussed his recommendation that Dixon RCD only request a reimbursement of 50% for the Alternative Analysis. He also discussed his recommendation that the City be the lead agency for the future detention pond.

Mr. Currey discussed the principle objectives of the JPA agreement are that any new projects would be designed so that the 1997 storm event would be accommodated to prevent downstream impacts. He also discussed the importance that any project in the Tremont 3 watershed needs to be designed to meet the District's target discharge into RD 2068 system at Midway Road of 120 cfs. Also, that new projects should be designed to produce multiple benefits, such as water quality, groundwater recharge, habitat, public use and the like, in order to maximize the chance of State funding.

MEETING MINUTES

The consensus of those present was to continue to work with the JPA to achieve stated objectives.

d. Budget Adjustment – Review and Consider Approving Budget Adjustment for Fund 024 Department 9823

Mr. Currey discussed the proposed budget revisions of \$2,600 in additional revenues and \$85,562 in addition expenditures. The major budget expenses are: \$11,567 in additional payroll, \$42,500 in additional ditch maintenance, \$15,615 in additional service and supplies and \$15,500 in additional capital improvements. The additional expenditures will be offset by an \$82,582 reduction in the fund balance.

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

Ayes: Beukelman, Martinez, Holdener
Noes: None
Abstain: None
Absent: Viguie

e. California Association of Resource Conservation Districts (CARCD) Bay-Delta Area Meeting – Consider Hosting the Spring (April) CARCD Bay Delta Area Meeting, authorize Staff to Facilitate and Coordinate the Meeting and Provide Staff Input on Items of Interest

Mr. Currey discussed the CARCD Bay-Delta Area meeting and that it had been 4 1/2 year since Dixon RCD has hosted the meeting. Tacy Currey and I are willing to host the meeting in April at the Currey Ranch. The new area Chair, Susan Harper, was asking the Area District to provide some suggested topics. Mr. Martinez suggested that the issue of NRCS support would be appropriate, in particular how we can help them be appropriately staffed and maintain a strong partnership.

A motion was made by Director Martinez, seconded by Director Beukelman, that Dixon RCD host the CARCD Bay-Delta Spring Meeting. The motion passed as follows:

Ayes: Beukelman, Martinez, Holdener
Noes: None
Abstain: None
Absent: Viguie

9. Old Business Take Out of Order

a. Drainage Fee Rate Study – Review Draft Rate Study tables, provide direction to Staff, consider budget projections and ditch maintenance staffing for the Rate Study

MEETING MINUTES

Mr. Currey presented and discussed the revised rate study tables, including options for having Dixon RCD perform the ditch maintenance activities. Mr. Martinez recommended that options for ditch maintenance staff be table for the time being. Mr. Martinez requested additional information on the District's current fund balance be provided at the next meeting and that they be adjusted to reflect current priorities of the District, namely the option to purchase maintenance equipment and to better define the District's capital improvement needs.

The consensus of those present was:

- 1) Not to include a reserve fund balance growth factor;
- 2) Not to include an inflation factor for the majority of expenses, but to adjust the annual budget during the planning period to account for increasing cost;
- 3) To increase the recurring capital improvement expenses by an amount similar to the 1% contribution to reserves.
- 4) To better define the reserve definitions and capital improvement projects,
- 5) That it was preferred to spend into the target reserve balance in years 1 – 4, but by year 5 the objective is to meet the target reserve balance, and
- 6) That the preferred drainage fee structure for the planning period is to have a significant increase in year 2017, but to distribute the remaining increase over the following next 4 years.

11. DRCD Staff Reports

- a. **District Manager's Report – None**
- b. **District Engineer's Report – None**

12. Directors Report - None

13. Communications - None


14. Upcoming Events - None

15. Announcements

The next Dixon RCD Business Meeting will be on Wednesday, March 9, 2016, at 6:00 pm.

16. Adjourn Meeting

The Dixon RCD Board meeting adjourned at the hour of 8:30 p.m.



John Currey
District Manager
Dixon Resource Conservation District

