

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
MARCH 12, 2014**

DIRECTORS

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

DIXON RCD STAFF

**JOHN S. CURREY, DISTRICT MANAGER
JANICE BEAMAN, OFFICE MANAGER
LIZ COLBY, DISTRICT ENGINEER**

OTHER ATTENDEES

**JIM CAMPBELL, ASSOCIATE MEMBER
WENDY RASH, DISTRICT CONSERVATIONIST
RICK JOHNSTON, PERRY, BUNCH, AND JOHNSTON**

1. Call the Meeting to Order

President Holdener called the March 12, 2014, Regular Meeting to order at 6:00 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA.

Present: President Holdener, Directors Sam Beukelman, Rick Martinez, David Viguie

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

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

4. Comments from the Public

None

5. Presentations

- a. **Presentation by Rick Johnston, Perry, Bunch & Johnston, Inc., regarding the Biennial Audit for the Dixon Resource Conservation District, Dixon/Solano RCD Water Quality Coalition, and Yolo Bypass Wildlife Area for Fiscal Years ending June 30, 2013, and June 30, 2012.**

Mr. Johnston noted that each audit, Yolo Bypass Wildlife Area, Dixon-Solano RCD Water Quality Coalition, and Dixon Resource Conservation District had an "unqualified" opinion.

Relating to the Yolo Bypass Audit, Mr. Johnston discussed the statement about the State of California handling money differently was noted in the new budgetary information.

Director Martinez asked how long Dixon RCD will be the custodial party for the Yolo Bypass. Mr. Currey responded until February 2015 when the new leases go into effect and then the funds will be paid directly to the State. Mr. Currey suggested a supplemental audit be prepared for Yolo Bypass at that time.

Relating to Dixon/Solano RCD Water Quality Coalition Audit, Mr. Johnston reviewed the New Position and Government Funds, Income and Loss Statements and the Notes.

Relating to the Dixon RCD Audit, Mr. Johnston reviewed the Management's Discussion and Analysis, Financial Highlights, an Overview of the Financial Statements, Summary and Changes of Net Position, and Capital Assets.

Director Martinez suggested the policy/procedures for the Financial Committee's role in the audit process be put in place.

Director Viguie preferred to have something developed now so the auditor knows who to contact.

Mr. Currey noted the structure is in place already with the Budget and Finance Committee and the Board.

See Page 4 for final action.

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6. **Matters Relating to the Yolo Bypass Wildlife Area:**
 - a. **Approval of Expenses - NONE.**
 - b. **Activities Report – Monthly Summary of Staff’s Activities.**

Mr. Currey discussed upcoming meetings with Jeff Stoddard to define the leasing documents and water allocation.

Director Viguie felt the wrong message is being sent to the public regarding the drought and water conservation, with the flooding of the rice fields for habitat in the Yolo Bypass.

This item was filed. .

7. **Matters relating to the DRCD/Solano RCD Water Quality Coalition (Irrigated Lands Regulatory Program):**
 - a. **Approval of Expenses - NONE**
 - b. **Activities Report – Monthly Summary of Staff’s Activities.**

Mr. Currey reported the new order was adopted today at 2:00 p.m. and thought the real work now begins. He reviewed the parcel maps and discussed the potential number of acres not enrolled in the Irrigated Lands Program. He also discussed the Regional Board comparing data and sending out letters around May 1st telling land owners their obligation under the Order. He noted that from May through September the billing will be updated. The Advisory Committee will be meeting to discuss back fees and will be making a recommendation to the RCD Boards. He also noted that if a property owner can show that no water is used for crops, the fees can be waived.

Mr. Campbell felt the every member has to confirm that they are an operator and that they are aware of the Program.

This item was filed.

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

Ms Rash reported they are working through the new Farm Bill and that the biggest change there is no Wildlife, Habitat, Incentive Program (WHIP) funding. She noted there is interest in drought programs and many applications are being received. She said they still offer management and support and wished they could move faster, but their programs are not set to move faster. She responded to the Board questions.

This item was filed.

9. **DRCD Consent Calendar:**
 - a. **Approval of Minutes for the Board Meeting dated February 12, 2014.**

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- b. **Approval of Expenses from February 13, 2014 – March 12, 2014 and review of the 2013 / 2014 Budget Update, as amended.**

Mr. Currey noted the DRCD expenses have been reconciled from last month and discussed the funding transfer from Cash in Treasury to the First Northern Bank account and expenses from the Farm and Ranch Cleanup Grant.

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

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

10. Old Business

- a. **Northeast Dixon Ag Service Area: Button Transportation Project – Receive Staff Report and consider future actions.**

Mr. Currey reported that Bill Emlen, Director of Solano County Resource Management Department, is contemplating hiring an outside Engineer to develop a scope of work. It may be a second opinion, but we may have an opportunity to discuss this with them.

This item was filed.

11. New Business

- a. **Consider accepting the Biennial Audit for the Dixon Resource Conservation District, the Dixon/Solano RCD Water Quality Coalition, and the Yolo Bypass Wildlife Area for Fiscal Years ending June 30, 2013, and June 30, 2012.**

There was no further discussion from Page 2.

A motion was made by Director Martinez, seconded by Director Viguie, to accept the Audits for Dixon Resource Conservation District, the Dixon/Solano RCD Water Quality Coalition, and the Yolo Bypass Wildlife Area for Fiscal Years ending June 30, 2013, and June 30, 2012. The motion passed as follows:

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

- b. **Dixon / Solano RCD Water Quality Coalition – Consider staffing allocations.**

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Mr. Currey noted while there will be additional hours needed to complete the new requirements at this time the work will be done with the current staff by increasing hour or reallocating work load..

This item was filed.

12. DRCD Staff Reports

a. District Engineer's Report – Receive an update from the District Engineer regarding projects.

Ms. Colby reviewed what she has completed to date, each map layer, and potential next steps. She identified the Notices of Completion, grants, and easements filed with Solano County. She has also identified projects with no Notice of Completions, legal documents, or alignment documents.

Mr. Currey hoped the maps will help the Ag Advisory Committee make an educated decision relating to back fees. The maps will also used to compare data and hopefully help address how irrigated lands relates to Fish and Game. He stated budget and legal documents can be prepared that have history with district to obtain ownership of correct descriptions of rights of way for the District. He noted that reviewing old documents and agreements in conjunction with West Yost has identified discharge, historical and reference points.

Director Viguie suggested the Z-Drain be identified since it is a recurring topic.

Mr. Currey suggested showing it on the irrigated lands map and on the Reclamation District 2068 map.

b. District Manager's Report

Mr. Currey reported:

- Approximately 92% of the Ditch fees have been received;
- Ditch maintenance / spraying will start after March 21st; Tremont 1 removal will be done;
- Irrigated Lands Order has been adopted
- About San Joaquin RCD representing the Delta and how they did not want to be the "police" to be the complainer to the Regional Board; RCD's are to implement what the Regional Board wants as the Coalition or should create a new entity;
- That today he received an email about the Habitat Conservation Plan (HCP) stating that all ditches that take water out of the County have been classified as "jurisdictional" ditches, which would require additional permits. Solano County Water Agency (SCWA) is pursuing this. Mr. Currey and Reclamation District 2068 hope to meet with SCWA.

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13. **Director's Report**

None

14. **Communications**

None

15. **Upcoming Events**

- a. DRCD Budget and Personnel Committee Meetings will be scheduled in March and April.
- b. The next Dixon Regional Watershed Authority Board Meeting will be determined.

16. **Announcements**

The next Dixon RCD Business Meeting will be April 9, 2014, at 6:00 p.m.

17. **Adjournment**

The Dixon RCD Board meeting adjourned to the hour of 8:45 p.m.



Janice Beaman
Office Manager
Dixon Resource Conservation District