

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
SEPTEMBER 10, 2014**

DIRECTORS

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

DIXON RCD STAFF

**JOHN S. CURREY, DISTRICT MANAGER
JANICE BEAMAN, OFFICE MANAGER
KELLY HUFF, PROJECT MANAGER
LIZ COLBY, DISTRICT ENGINEER
WENDY RASH, DISTRICT CONSERVATIONIST
JIM CAMPBELL, ASSOCIATE DIRECTOR
LIZZY KEMP, STUDENT**

1. Call the Meeting to Order

President Holdener called the September 10, 2014, Regular Meeting to order at 7:00 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA.

Present: President Holdener, Directors Martinez, Viguie

Absent: Director Beukelman

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 Viguie, to approve the agenda. The motion passed as follows:

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

4. Comments from the Public - None

5. Presentations - None

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 reported the State Department of Fish and Wildlife is close to releasing the Request for Proposals and Ms. Huff has been diligently working on it.

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 Reports – Monthly Summary of Staff’s Activities.**

Mr. Currey reported staff has been busy with incoming membership enrollments. He estimated about one-third of those mailed by the Regional Board have responded and about 75% of the confirmation forms have been returned, many walking in with their enrollment. He felt the interaction has been positive with personal services.

Ms. Huff noted that there is a few weeks left before the deadline and owners will get two more reminders. She asked the Board what would be most helpful to them relating to member outreach.

Director Martinez requested a list of those who have not responded. He discussed the timeline for farm reporting and suggested training closer to the deadline with about 15 people per session.

Director Viguie noted he is working with Wilbur Ellis to prepare a dry run with his orchards and fertilizer information.

Mr. Currey noted the Nitrogen Management Summary Reports will be due in March 2016.

Ms. Rash noted that three or four workshops are being planned and they will be educational and hands-on.

Ms. Huff suggested possibly doing a trial run with some Board members in January.

This item was filed.

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

Ms. Rash noted that all Farm Bill Program applications should be committed by the end of the week and approximately \$1.4M is being dispersed in Solano County. She also reported that the proposal for the Regional Conservation Partnership Program did not advance for a full proposal and announced that a building lease has been awarded for their office and they will be moving. The new location is in the Solano Irrigation District (SID) building on Vaca Valley Parkway.

Mr. Campbell discussed the increase of commute time for farmers and staff.

Mr. Currey discussed co-locating the Dixon RCD office with SID and the potential benefits. The cost and benefits must yet be weighed and he hoped to report back in January with the best options.

Ms. Rash asked if the Dixon RCD Board would host the Local Work Group at the October 8, 2014 meeting and the Board replied yes.

This item was filed.

9. **DRCD Consent Calendar:**

- a. **Approval of Minutes for the Board Meeting dated August 13, 2014.**
- b. **Approval of Expenses from August 14, 2014 – September 10, 2014, and review the 2014 / 2015 Budget Update.**

There was no discussed on these items.

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

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

10. **Old Business**

- a. **Northeast Dixon Ag Service Area: Button Transportation Project – Receive update and consider future action.**

Mr. Currey discussed meeting with the Joint Powers Authority (JPA) Technical Committee regarding the Dixon Main Drain / V-drain project white paper with it being proposed to the JPA in November. The Technical Committee felt Solano County has no rights and the white paper will provide compelling reasons for Solano County to take responsibility and for them to provide solutions. He felt their attorney won't respond without going to court and spending lots of money.

Director Martinez noted the threat of litigation and attorney costs are issues.

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This item was filed.

11. New Business

- a. **NRCS Cooperative Agreement – Review and consider approving an agreement between NRCS and Dixon RCD to provide engineering services.**

Mr. Currey noted that NRCS needs engineering services because one engineer resigned and they are backlogged in other offices. He discussed sharing hours of the District Engineer with NRCS, the proposed adjustment to the hours would be 6 hours for NRCS and 16 hours for Dixon RCD. Most work for Dixon RCD would be deferred to focus on the JPA, specifically the Dixon Main Drain / V-drain project.

Ms. Colby noted she is developing a fall maintenance schedule for ditches for Dixon RCD.

A motion was made by Director Martinez, to approve the agreement, but to keep the Board updated, to keep flexible and can be reevaluated as the year progresses. The motion was seconded by Director Viguie and passed as follows:

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

- b. **DRCD/Solano Water Quality Coalition 2014/15 Budget – Receive staff report on 2014 / 2015 Fiscal Year Draft Budget and the proposed billing rate for landowners.**

Mr. Currey reviewed the preliminary Coalition budget in detail. He noted that Solano County requires a budget be in place by October 2014 and the staff recommendation is to approve the draft budget. He stated a 2x2 meeting will be scheduled after the enrollment period is closed and that he anticipated a delay in the irrigated lands billing to be mailed in November.

A motion was made by Director Viguie, seconded by Director Martinez, to approve the draft 2014/15 DRCD/Solano Water Quality Coalition budget. The motion passed as follows:

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

- c. **Budget Review – Receive staff report on the final 2013 / 2014 Fiscal Year Budget.**

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Mr. Currey noted the report should read Final 2013 / 2014 Fiscal Year budget. He discussed the increase of ditch expenses, cost for capital improvement at Hackman Road, and reviewed the line item balances and reimbursement costs due to DRCD.

He noted next year there will probably be a Yolo Bypass agreement, but it will not be the same as prior years. The State will control the Yolo Bypass lease and would like to hire DRCD for lease management activities and the State would reimburse the DRCD.

He noted the Board will need to discuss ditch maintenance, possibly ditch fees and how to move forward.

Ms. Huff asked what the Board would like to include in the Newsletter.

Mr. Currey noted that the newsletter is used as the District's Annual Report and can also be discussed at next month's meeting.

Director Martinez discussed the \$300,000 reserved for the Joint Powers Authority and funds available in reserves.

Mr. Currey discussed the engineering costs spent on regional issues and the Board will need to review future trends to balance professional services.

Mr. Campbell suggested calling drainage instead of the ditch category.

Mr. Currey explained the ditch category for the expenses related to the actual fixed hole in the ground versus the planning and administrative cost for the regional drainage project and Reclamation District (RD) 2068 administrative fee.

Mr. Martinez thought when the Dixon Main Drain / V-drain project is being constructed, the RD 2068 agreement and costs should be reviewed then.

This item was filed.

d. 2014 / 2015 Reserve Allocation – Consider staff recommendation for Reserve Allocations.

Mr. Currey noted a net increase to the cash position of \$17,000, that the Board may consider changing the reserve allocations, and he responded to the Board's questions.

Director Martinez preferred allocating \$300,000 to the JPA regional drainage project and moving \$50,000 to the District drainage projects.

Mr. Currey noted the policy and allocation continues and does not change.

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This item was filed.

- e. **California Association of Resource Conservation Districts (CARCD) Annual Conference – Consider attendance at the upcoming annual conference in Ventura from November 12 – 15, 2014.**

Mr. Currey stated the Project Manager and he would be attending as they are speakers, but wanted also to give the Board members the opportunity to attend.

This item was filed.

- f. **Fall Ditch Maintenance – Discuss Ditch Maintenance needs and locations.**

Mr. Currey reported that the District Engineer has been reviewing the ditches and compiling a list where tule growth is and where trash and debris need to be removed. He discussed the unfarmed parcel at Hyde and Maxwell Lane that will be graded and possibly two pipes will be necessary. He asked the Board to let him know of any areas that need spraying, excavation, or any type of attention. Also, that spraying occurs three times a year and to let him know if the timing for spraying is inaccurate.

This item was filed.

- g. **Biennial Notice for 2014 Conflict Interest Code – Review and File Notice for 2014.**

Mr. Currey noted this notice is required by the Fair Political Practices Commission (FPPC) biennially.

The Board determined there are no changes to the Conflict of Interest Code.

A motion was made by Director Martinez, seconded by Director Viguie, to file the Biennial Notice with FPPC. The motion passed as follows:

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

- h. **Board of Directors Appointments and Board Vacancy – Discuss upcoming expiration of terms, one Board vacancy and provide staff direction for outreach to potential Board Members.**

Mr. Currey hoped the two members with terms expiring would reapply and be reappointment, but that one vacancy would still to be filled.

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Director Martinez asked Associate Director Campbell to apply and thought he would be beneficial to the Board with his experience with County planning.

Chairman Holdener thought that if Mr. Campbell is appointed, he would not have to serve on any Committees.

Mr. Currey noted applications will be available November 10th.

This item was filed.

i. 2014 Awards Dinner / Cooperator of the Year – Discuss alternatives for Annual Awards Dinner and Cooperator of the Year presentation

Director Martinez thought the funding spent on an awards dinner could be better used for training for the Irrigated Lands Program. He discussed the difficulties in identifying someone to receive the Cooperator of the Year in the past and could support not awarding it.

Ms. Huff suggested Rachael Long as Cooperator of the Year, if one is considered and that it could be presented at a landowners' meeting.

A motion was made by Director Martinez, seconded by Director Viguie, to not have an awards dinner and to use the resources for irrigated lands meetings.

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

A motion was made by Director Viguie, seconded by Director Martinez, to select Rachael Long as Cooperator of the Year and to make a presentation at an irrigated lands meeting. The motion passed as follows:

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

12. DRCD Staff Reports - None

13. Director's Report – None

14. Communications - None

15. Upcoming Events

The next Dixon Regional Watershed Authority Board Meeting will be determined.

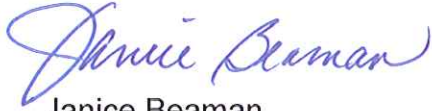
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16. Announcements

The next Dixon RCD Business Meeting will be October 8, 2014, at 6:00 p.m.

17. Adjournment

The Dixon RCD Board meeting adjourned to the hour of 9:25 p.m.



Janice Beaman
Office Manager, CMC
Dixon Resource Conservation District