



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
SEPTEMBER 9, 2015**

DIRECTORS

MARK HOLDENER, PRESIDENT

SAM BEUKELMAN

RICK MARTINEZ

DAVID VIGUIE

DIXON RCD STAFF

JOHN S. CURREY, DISTRICT MANAGER

JANICE BEAMAN, OFFICE MANAGER

KELLY HUFF, PROGRAM MANAGER

OTHER ATTENDEES

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

JIM CAMPBELL, ASSOCIATE DIRECTOR

MARTHA McKEEN, MEMBERSHIP COORDINATOR

1. Call the Meeting to Order

President Holdener called the September 9, 2015, Regular Board meeting to order at 6:00 p.m. at 1170 North Lincoln Street, Suite 110, Dixon, CA.

Present: Beukelman, Martinez, Viguie, Holdener

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

MEETING MINUTES

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

7. Natural Resources Conservation Service (NRCS) Report (TAKEN OUT OF ORDER)

Ms. Rash noted the office is working hard to process the 21 contracts that have been approved for Farm Bill funding by September 30th. She discussed funding EQIP with Bay Delta Initiative, the upcoming Local Workgroup meeting on September 16th at their new location. Ms. Rash also discussed working with Ms. Huff on nitrogen management plan workshops for growers.

This item was filed.

4. Comments from the Public - None

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

8. (TAKEN OUT OF ORDER) See Minutes above.

9. DRCD Consent Calendar

- a. Approval of Minutes for the Board Meeting dated August 12, 2015.
- b. Approval of Expenses from August 13, 2015, to September 9, 2015, and review of the 2015 / 2016 Budget Update.

Mr. Currey noted that the August minutes and an amended Financial Report were distributed.

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

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

10. Old Business – NONE

MEETING MINUTES

10. New Business

a. **DRCD/Solano Water Quality Coalition 2015/16 Budget – Receive staff report on 2015 / 2016 Draft Fiscal Year Budget, membership policy and the proposed billing rate for landowners.**

Ms. Huff reported about the Chlorpyrifos exceedance in May at Ulatis Creek at Brown Road and discussed the preliminary budget. She also discussed the 2x2 Committee recommendation to increase the Irrigated Lands rate to \$3.00 per acre, a \$.50 per acre increase, because of increased costs for groundwater requirements.

Director Martinez discussed the revenue as a buffer to cover any shortfall. He noted that Solano RCD Director Joe Martinez expressed concern that the Districts should not have to cover any shortfall.

Director Viguie thought revenues and expenses would be static for two years.

Mr. Currey noted some one-time costs this year and the cycle of increasing rates has been every two years.

Ms. Huff discussed the one time money from back fees and approximately \$8,000 is still on the list that has not been paid.

A motion was made by Director Martinez, seconded by Director Viguie, to increase the Irrigated Lands rate to \$3.00 per acre. The motion passed as follows:

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

Ms. Huff discussed the Water Quality policy regarding revocation process. She noted the 2x2 Committee preferred revoking membership after the second year.

Mr. Currey discussed the 98% first year reporting and preferred some flexibility for revoking the second year. He discussed the Irrigated Lands paying schedule, non-payment of membership and revocation process.

Ms. Huff noted the 2x2 Committee recommendation is, if revoked, the member would have to pay 20% of back fee and pay the balance of their unpaid member fee. Members would not be revoked if there is no reporting the first year, but would be the second year

Martha McKeen, Membership Coordinator, was introduced to the Board.

MEETING MINUTES

A motion was made by Director Viguie, seconded by Director Martinez, to approve the Membership Policy 1000, including revoking membership for failure to pay after first year and failure to report after the second year. The motion passed as follows:

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

b. Budget Review – Receive staff report on the final 2014 / 2015 Fiscal Year Budget.

Mr. Currey reviewed the final FY 2014 / 2015 Budget, discussed the cost savings from reduction of ditch application, reviewed trend graphs, and reviewed potential revenue and potential revenue. He asked the Board to review this report and to call him if they find any questions.

This item was filed.

c. 2015 / 2016 Reserve Allocation – Consider staff recommendation for Reserve Allocations.

Mr. Currey discussed reserve accounts, net position, increased funds, petty cash, payroll funds, general reserve, cash, and possible rate study. If the Board wants to maintain a different fund balance, cash flow could be changed.

Director Martinez preferred that the purpose of Reserve Policy 5) **Future Capital Improvements Acquisition Regional** be less specific. He recommended the policy definition stop after “regional drainage system improvements”. He recommended that the 2015/16 allocation be as follows:

- 1) 0240731 Reserves – Imprest Cash \$28,000.00;
- 2) 0240733 Reserves – General \$100,000.00;
- 2) 0240734 Reserves – Future Equipment Acquisition \$20,000.00;
- 3) 0240736 Reserves – Future Capital Improvement Acquisition District \$50,000.00;
- 3) 0240736 Reserves – Future Capital Improvement Acquisition Regional \$300,000.00;

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

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

MEETING MINUTES

- d. **Fiscal Years Audit – Consider approving Audit proposal from Perry, Bunch and Johnston, Inc., to conduct the District’s biennial audit for fiscal years ending June 30, 2014, and June 30, 2015.**

Mr. Currey noted the cost to conduct the audits would increase up to \$800 and this would be the last audit of Yolo Bypass.

A motion was made by Director Viguie, seconded by Director Martinez, to approve audit proposals received from Perry Bunch and Johnson to conduct the biennial audits. The motion passed as follows:

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

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

Mr. Currey noted that the locations identified on the map in pink, he would like to review those system, Tremont 3 would be cleaned down to the dairy, and there would likely be no ditch cleaning on Tremont 2 and 3, except for special projects. Mr. Currey noted the Reveille Farms hedgerow project is moving forward and would be normal cleaning. He also noted that he will talk to Spencer Bei In case the contractor falls through.

This item was filed.

- f. **California Association of Resource Conservation Districts (CARCD) Annual Conference – Consider attendance at the upcoming annual conference at the Tenaya Lodge in Yosemite, from November 18 – 21, 2015**

Mr. Currey reported he plans to go to the CARCD Conference and encouraged any Board member to also attend. He noted that Ms. Huff will not be going this conference, but would be attending a fertilizer conference in Monterey instead. Mr. Currey noted that budgeted funds will be used for both conferences.

This item was filed.

11. DRCD Staff Reports

a. **District Manager’s Report**

Mr. Currey reported about:

- Reclamation District 2068 aquatic monitoring;
- Who is delinquent in ditch fees;
- Upgrading the Ditch database;
- Sustaining groundwater conversation are ongoing with Solano Irrigation District, Solano County Water Agency (SCWA), Solano County;

MEETING MINUTES

- Newsletter to include Irrigated Lands information relating to upcoming meetings;
- Basin sustainability in the Western Solano County and hopes SCWA will be the lead agency;
- The West Yost study relating to the Joint Powers Authority project;
- Landowner changes that Trinatas purchased Giannoni property; and
- He is leaving for Haiti on October 5th through October 15.

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, November 3. August September 9, 2015, at 6:00 p.m.

16. **Adjourn Meeting**
The Dixon RCD Board meeting adjourned at the hour of 7:30 p.m.



Janice Beaman
Office Manager
Dixon Resource Conservation District