

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR
NOVEMBER 9, 2016**

DIRECTORS

MARK HOLDENER, PRESIDENT

SAM BEUKELMAN

RICK MARTINEZ

DAVID VIGUIE

DIXON RCD STAFF

JOHN S. CURREY, DISTRICT MANAGER

JANICE BEAMAN, OFFICE MANAGER

OTHER ATTENDEES

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

1. Call the Meeting to Order

Vice President Martinez called the November 9, 2016, Regular Board meeting to order at 12:00 noon at 1170 North Lincoln Street, Suite 110, Dixon, CA.

Present: Beukelman, Martinez, Viguie,
Absent: Holdener

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

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

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4. **Comments from the Public – None**
5. **Natural Resources Conservation Service (NRCS) Report –Local Work Group Meeting**

This item was taken out of order. See Page 5.

6. **Presentations - None**
7. **DRCD/Solano RCD Water Quality Coalition (Irrigated Lands Regulatory Program) – Monthly Reports.**
 - a. **Approval of Prior Year Expenses from October 13, 2016, to November 9, 2016.**

There was no discussion on this item.

A motion was made by Director Viguie, seconded by Director Beukelman, to approve the Coalition expenses. The motion passed as follows:

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

- b. **Activities Reports – None**

8. **DRCD Consent Calendar**
 - a. **Approval of Minutes for the Board Meeting dated November 9, 2016.**
 - b. **Approval of Expenses from October 13, 2016, to November 9, 2016, and review of the 2016 / 2017 Budget Update.**

There was no discussion on these items.

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

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

9. **Old Business – None**
10. **New Business**
 - a. **Billable Rates – Consider approving the Fiscal Year (FY) 2016/2017 Billable Rates Schedule.**

MEETING MINUTES

Mr. Currey discussed when billable rates are used and noted the District Manager's rate increased significantly because of long term accrued leave balances.

A motion was made by Director Viguie, seconded by Director Beukelman, to approve the FY 2016/2017 Billable Rate Schedule. The motion passed as follows:

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

b. Dixon RCD FY 2016/2017 Budget Adjustments – Receive staff report on additional Revenue and Expense projections and consider budget adjustments for FY 2016/2017, Fund 024.

Mr. Currey discussed the proposed adjustments to the FY 2016 /2017 budget and the reasons for additional revenues and additional expenses. The proposed budget results in the new totals for each major category as follows:

Total Income		\$435,040
Payroll Expenses	\$247,663	
Total Ag Services	\$88,055	
Total Supplies and Services	\$86,641	
Total Fix Assets	\$1,815	
<u>Total Expenses</u>		<u>\$424,174</u>
Net Position		\$10,866

A motion was made by Director Viguie, seconded by Director Beukelman, to approve the proposed budget adjustments to the FY 2016/2017 budget. The motion passed as follows:

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

c. On-call Maintenance Agreement – Consider authorizing the District Manager to execute an On-Call Service Agreement with Dixon Tractor & Gravel for Ditch Maintenance Activities.

Mr. Currey noted that he has referred Mike Kett to someone who has experience working with the Department of Industrial Relations (DIR) requirements to comply with prevailing wage laws for public works project. If this is completed, he hoped to have a long term on-call contract with him. Mr. Kett has worked for the District in the past with backhoe experience, excavation and pipe replacement.

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A motion was made by Director Viguie, seconded by Director Beukelman, to approve the on-call maintenance agreement with Dixon Tractor & Gravel for ditch maintenance activities. The motion passed as follows:

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

d. 2017 Ditch Fees – Review and consider outstanding Ditch Maintenance fee accounts for possible adjustments.

Mr. Currey discussed the status of accounts by identifying which are new owners that are past due, reoccurring owners that are past due and parcels with new owners.

A motion was made by Director Viguie, seconded by Director Beukelman, to waive interest for landowners who have paid and carryover the interest for those who have not paid. The motion passed as follows:

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

e. Annual Newsletter – Review and provide input on the Draft Annual Newsletter.

Mr. Currey discussed the proposed contents in the newsletter and would have it available, if the Board wishes to review it.

This item was filed.

11. DRCD Staff Reports

District Manager's Report

Mr. Currey reported the following:

- Relating to ditch maintenance, he met with Phil Washburn to review a map for fall preparation of herbicide application. The Board discussed how Mr. Washburn can get water and he was referred to Gene Robben related to water and equipment staging.
- Relating to ditch cleaning, staff recommendation is the cow pasture area, along Road 104.
- Relating to other maintenance issues, Mr. Currey contacted Trinitas again regarding their contractors preparing an area for planting and possible irrigation pipe installation within the District's easement on Lateral 1. He will continue to monitor the easement.

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- Mr. Currey discussed the California Association of Resource Conservation Districts (CARCD) publishing "Planning for the Future"- A Statewide Pathway to Excellence and it outline a vision that RCD's throughout the state will be Relevant, Excellent and Visible. He discussed the two tiers of standards they developed and how Dixon RCD compared. Mr. Currey noted that the Department of Conservation has a State program similar to EQIP to help RCDs to receive grants to help meet legal requirement and tasks of the district.

5. TAKEN OUT OF ORDER

Natural Resources Conservation Service (NRCS) Report – Local Work Group Meeting

Ms. Rash noted \$800,000 is available in EQIP funds and discussed the lack of demand and restricted scope of projects, however, they will be able to add conservation programs.

Director Martinez discussed being unable to use EQIP funds to expanded irrigation projects and asked about filter stations through EQIP. He discussed the flexibility and effectiveness of mobile filter systems.

Ms. Rash discussed hopes that State policy will expand to include EQIP. She felt that Yolo Bypass and Solano County have done great things, but most EQIP funds are given to eastern Solano County for irrigation projects. She noted NRCS priorities are water conservation and water quality and why currently she is working with the Dixon Solano Water Quality relating to nitrogen.

Director Martinez felt the technical assistance from NRCS is the most important resource for him and Director Viguie. Director Martinez also noted he now favors owl boxes now that he has some.

Director Martinez suggested doing test trials with slow release nitrogen, for NRCS to have a section in the District newsletter to discuss what they are currently working on to inform growers and it is an outreach to growers. He noted he has learned much more about NRCS being on the RCD Board. He also suggested including NRCS information on the Dixon RCD website.

This item was filed.

12. Directors Report - None

13. Communications - None

14. Upcoming Events - None

15. Announcements

The next Dixon RCD Business Meeting will be December 14, 2016, at noon.

MEETING MINUTES

16. **Adjourn Meeting**

The Dixon RCD Board meeting adjourned at the hour of 2:15 p.m.



Janice Beaman, CMC
Office Manager
Dixon Resource Conservation District