DIXON
RESOURCE
CONSERVATION DISTRICT

707.678.1655 | PHONE
1170 N. Lincoln Street, Ste. 110, Dixon, CA 95620

6a

DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR OCTOBER 13, 2026

DIRECTORS

DAVID VIGUIE

SPENCER BEI

ERIC SCHENE

ASSOCIATE DIRECTORS

LEO SOUKERIS (VIRTUAL)

DIXON RCD STAFF

KELLY HUFF, DISTRICT MANAGER

MARTHA MCKEEN, PROGRAM COORDINATOR

JOANNA YAC, OFFICE MANAGER

OTHER ATTENDEES

LUIS CRUZ-RIVERA, ACTING DC NRCS

CAROLYN JONES, AG ENGINEER NRCS

DAGOBERTO OSORIO, NRCS

DAVID ELDRIDGE, LANDOWNER

MEETING MINUTES

MICHAEL MILLER, MEMBER OF THE PUBLIC (VIRTUAL)

1. **Call the Meeting to Order**

   Director Viguie called the October 13, 2026, Board meeting to order at 12:15 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

   Roll call was taken:

   Present: Viguie, Schene, Bei

   Absent: Jones, Harvey

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 Schene, seconded by Director Bei, to approve the agenda. The motion passed as follows:

   Yeas: Viguie, Schene, Bei

   Nays: None

   Abstain: None

   Absent: Jones, Harvey

4. **Presentations – None**
5. **Comments from the Public – None**
6. **DRCD Consent Calendar**
   a. Approval of Minutes from the Board Meeting dated **August 11, 2026**
   b. Approval of Minutes from the Financial Committee Meeting dated **September 15, 2026**
   c. DRCD- Approval of Expenses from **September 16, 2026, to October 13, 2026**, and review of the 2026 / 2027 budget
   d. Office Management - Approval of Expenses from **September 1 to September 30, 2026**, and review of the 2026 / 2027 Budget

e. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **July 01, 2026, to October 13, 2026**, and review of the 2026 / 2027 budget

A motion was made by Director Bei, seconded by Director Schene, to approve the Consent Calendar items 6a-6e. The motion passed as follows:

Yeas:	Viguie, Schene, Bei
Nays:	None
Abstain:	None
Absent:	Jones, Harvey

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

Acting DC, Luis Cruz-Rivera explained that he was glad to be back as acting DC for the Vacaville office. He gave an update and mentioned that their new Fiscal Year started on October 1st. Before their previous Fiscal year ended, 6 more applications were added, totaling $900,000 in application funds for hedgerows, cover crops and more. Mr. Cruz also mentioned that deferral letters were sent out to those applicants in 2026 to see if they would like their applications transferred to the new year. If so, they can receive their payment in two allotments. For deadlines, the application cut-off is November 6th; please advertise this deadline. There was mention of the local work group collaborating with Martha; NRCS will have a time slot to advertise their programs and conduct a survey at the January Groundwater Meeting organized by Martha, Program Coordinator. New NRCS restructuring will happen and will be discussed at a later time. Lastly, Director Bei asked if there will be funding priority changes to the current lean toward the Central Valley. Mr. Cruz replied that information like this is important to gather at the local work group meetings to take to the state office.

8. **Old Business-**

a. District Planning – Review District's 26-27 Annual Plan Tasks adopted in May 2026 **(ACTION)**

Ms. Huff explained that the District's 26-27 Annual Plan Tasks were adopted in May with the opportunity to return later to prioritize tasks. Ms. Huff suggested that task prioritization occur during the District's Long Range Planning process and that the Board simply adopt the final format with the addition of deliverables for the 26-27 Annual Plan. The board saw no issues with this and agreed to move forward with the presented 26-27 Annual Plan.

A motion was made by Director Bei, seconded by Director Schene, to approve the reformatted 26-27 Annual Plan as the Final Version. The motion passed as follows:

Yeas:	Viguie, Bei, Schene
Nays:	None
Abstain:	None
Absent:	Jones, Harvey

9. **New Business-**

   a. Receive Final Report on 2025-2026 Reconciled Budget and Reserve Allocations **(NO ACTION)**

      Ms. Huff reviewed the reconciled budget for Fiscal Year 25-26 and the Reserve Allocations. No discussion occurred regarding this agenda item.

   b. Regional Fiscal Year 2026/27 Budget Adjustments – Review and consider Budget Adjustments for Dixon RCD Fund 024 **(ACTION)**

      Ms. Huff explained that since the Rate Fee Increase passed, budget adjustments were needed to include the additional revenue and to adjust expenses and ditch maintenance activities. The budget adjustment categories were reviewed, which ultimately did not result in any changes to the overall 26-27 budgeted ending fund balance of -$983.54.

A motion was made by Director Viguie, seconded by Director Bei, to approve the budget adjustments based on the approved rate increase and resulting in equal increases to the overall income and overall expenses for fiscal year 26/27. The motion passed as follows:

Yeas:	Viguie, Bei, Schene
Nays:	None
Abstain:	None
Absent:	Jones, Harvey

c. 2026 Outstanding Ditch Maintenance Fees – Review and consider outstanding Ditch Maintenance Fee accounts for possible adjustments **(ACTION)**

Ms. Yac mentioned that the board typically chooses to annually waive the accrued interest on accounts that have otherwise been paid in full. If the board chooses to waive the amount, the remaining 16 outstanding accounts would total $113.52. For the 2026 Ditch Maintenance year the District is owed $412.47. The following report shows the 23 accounts with balances due or credits.

16 Paid in full, except interest	$113.52
1 Chronic outstanding	$171.66
3 Credits	$-3.50
3 Still need to pay accounts	$130.79

Ms. Yac also mentioned that the chronic non-payer, Navarette property, was reached and will continue to maintain communication. Additionally, the 3 accounts that still need to pay were reached and said they would send their checks soon.

A motion was made by Director Viguie, seconded by Director Schene, to waive the 2026 Ditch Maintenance accrued late fee interest on paid accounts. The motion passed as follows:

Yeas:	Viguie, Bei, Schene
Nays:	None

Abstain: None

Absent: Jones, Harvey

d. 2027 Ditch Maintenance Fee – Review and Consider Current Ditch Maintenance Fee Rate and Accept the 2027 Ditch Assessment Roll **(ACTION)**

The 2026 ditch maintenance fee was $4.00/acre and with the voter-approved Ditch Fee increase the recommended increase is $2.00/acre to a fee of $6.00/acre for the 2027 ditch maintenance fees which the board agreed to.
As for the assessment roll the chart below shows the reconciliation for the 2026 Ditch Fee Acreage:

2026 Ditch Fees Acreage Reconciliation	
$157,028.40	Total Billed December 1, 2025
$(24,560.00)	City of Dixon Payment per Agreement
$(2,450.00)	SID Payment per Agreement
$130,018.40	
$4.00	per acre fee
32504.60	acres
403	Total Parcels Billed December 1, 2025

2027 Ditch Fee Billing

$234,359.24	Total to be billed December 1, 2026
32,511.54	Total acres to be billed December 1, 2026
402	Total parcels to be billed December 1, 2026

Note: The parcel count decreased by 1 and acres increased by 6.94.

A motion was made by Director Viguie, seconded by Director Schene, to approve the Ditch Maintenance Fee Rate Increase of $2 per acre and to accept the 2027 Ditch Assessment Roll. The motion passed as follows:

Yeas: Viguie, Bei, Schene

Nays: None

Abstain: None

Absent: Jones, Harvey

e. Provide Guidance to Landowner for New Crossing Proposed on Tremont 2 **(ACTION)**

Ms. Huff explained she and Justin Noutary from RD 2068 had a field visit with Rocky Donati regarding the installation of a new crossing over Tremont 2. She hoped the board members could provide the landowner with guidance before the encroachment permit was completed and submitted for approval. Discussion points so far include:

- The primary purpose is to keep livestock on their property and avoid a hanging gate across T2
- T2 Culvert Crossing .6 mile to the north is Two 48" pipes.
- T2 Culvert Crossing .6 mile to the southeast (at Road 106) is reported as five 36" culverts in 1957 as built (not verified during 2020 culvert survey)
- Rocky suggested it be a low crossing that would allow flood flows to overtop.
- Points Justin & I have already clarified:
    - Need to keep livestock out of ditch – They would utilize electric fencing along the edge of the eastern right of way when they are grazing that area.
    - 20' to 30' wide crossing (at least 2 x 48" culverts), with fence on north side.
    - 2- 12' gates on the east side of T2 would work for all of the RD 2068's equipment to access. The crossing would allow us to clean from both sides in the future.

Following discussions with the board and guests who attended the meeting, the following suggestions were put together for the landowner, which Ms. Huff should relay:

- Consider the number of pipes and sizes (less pipes, but bigger)
- Change of location to right after the bend
- 30-foot-wide crossing versus 20 feet

A motion was made by Director Bei, seconded by Director Schene, to approve the provided suggestions to the landowner for the proposed new crossing. The motion passed as follows:

Yeas:	Viguie, Bei, Schene
Nays:	None
Abstain:	None
Absent:	Jones, Harvey

f. Regional Drainage Update – Consider feedback on concept(s) provided by developers **(ACTION)**

Ms. Huff explained that there is a lot of movement everywhere. The City plans to release their EIR for their General Plan sometime in January. She mentioned meeting with the City Manager and City contracted planner for the Harvest project to discuss the project concept in the Upper Tremont 3 area, including potential water diversion to the McCune/Ulatis System. Tech memos should be received soon from West Yost which she will review in addition to MBK engineers' input. More details will come at the next board meeting in November. In the Lateral 2/3 area Lombardo-Brookfield is interested in expanding the capacity of Pond C, Ms. Huff has shared with them that Pond C has a discharge limit of 125 cfs and they could not go above that. Lastly, she mentioned that Lombardo and Harvest have received the District's work order agreement paperwork and Harvest indicated interest in attending a Dixon RCD board meeting. The board recommended Ms. Huff invite them to the November Board meeting.

A motion was made by Director Bei, seconded by Director Schene, to approve the direction given to staff. The motion passed as follows:

Yeas:	Viguie, Bei, Schene
Nays:	None
Abstain:	None
Absent:	Jones, Harvey

g. Solano Subbasin Groundwater Sustainability Agency JPA (GSA) – Consider resolution to amend GSA JPA Agreement **(ACTION)**

Ms. Huff mentioned the Solano Subbasin GSA's JPA Agreement needs to be amended to reflect the current board participation and to address ongoing issues with achieving a quorum for meetings. GSA staff/legal counsel has asked each GSA JPA member agency to consider the amendments and authorize our board representative to sign the amended JPA Agreement. To do this, each RCD had to adopt a resolution naming a representative. Director Bei was listed as the Dixon Resource Conservation District's Solano Subbasin Groundwater Sustainability Agency representative authorized to execute any necessary actions which the board agreed to adopt via resolution.

A motion was made by Director Viguie, seconded by Director Bei, to adopt the resolution to authorize DRCD board representative to the GSA JPA Agreement to sign amended agreement. The motion passed as follows:

Yeas:	Viguie, Bei, Schene
Nays:	None
Abstain:	None
Absent:	Jones, Harvey

10. **DRCD Staff Reports:**
    a. **District Manager's Report**- Ms. Huff mentioned that through the WCB grant the date palm and beefwood removal/management work on Tremont 1 has started. In addition, 3 owl boxes will be installed. She also mentioned that outreach work has been ongoing for tTEM geophysical mapping for the DWR grant. And lastly, Ms. Huff mentioned LAFCO reached out for some data requests since the DRCD is going through an MSR, which LAFCO estimates will take roughly 2 years to complete. See the District Manager's Report for more details.

    b. **Water Quality Coalition Update-** None

11. **Director's Report –None**
12. **Communications – None**
13. **Upcoming Events –None**
14. **Announcements –**

    A Reminder that the next board meeting will be Tuesday, November 10, 2026 at 12:00pm.

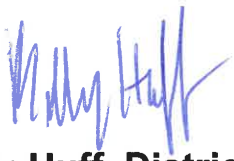
15. **Adjourn Meeting**

MEETING MINUTES

A motion was made by Director Viguie, seconded by Director Schene, to close the meeting. The motion passed as follows:

Yeas:	Viguie, Bei, Schene
Nays:	None
Abstain:	None
Absent:	Jones, Harvey

The Dixon RCD Board meeting adjourned at the hour of 1:24 p.m.



Kelly Huff, District Manager
Dixon Resource Conservation District