

**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)  
MINUTES FOR FINANCIAL COMMITTEE MEETING  
OCTOBER 02 (*re-scheduled*), 2025**

**DIRECTORS**

**DAVID VIGUIE**

**DANIEL JONES**

**DIXON RCD STAFF**

**KELLY HUFF, DISTRICT MANAGER**

**OTHER ATTENDEES**

**NONE**

**1. Call the Meeting to Order**

Director Viguie called the October 2, 2025, Financial Committee Special Meeting to order at 8:24 a.m. at 1170 North Lincoln Street, Suite 109, Dixon, CA.

Present: Viguie, Jones  
Nays: None  
Abstain: None  
Absent: None

**2. Approve the Agenda**

There was no discussion on this item.

A motion was made by Director Jones, seconded by Director Viguie, to approve the agenda. The motion passed as follows:

Ayes: Viguie, Jones  
Nays: None  
Abstain: None  
Absent: None

**3. Comments from the Public – None**

## **MEETING MINUTES**

### **4. DRCD Consent Calendar**

- a. Approval of Minutes from the Financial Committee dated **September 9, 2025**.

A motion was made by Director Jones, seconded by Director Viguie, to approve the Consent Calendar item 4a as presented. The motion passed as follows:

|          |               |
|----------|---------------|
| Ayes:    | Viguie, Jones |
| Nays:    | None          |
| Abstain: | None          |
| Absent:  | None          |

### **5. Old Business – None**

### **6. New Business –**

- a. Review Additional Financial Review Items and Make Recommendations for Board Consideration

Ms. Huff presented revised cost center and staff allocation information with a new cost center for “Response to Development/Regional Drainage”. The analysis was completed for the last five fiscal years 2019-2020 through 2024-2025, but the committee reviewed 2024-2025 in detail as an example. The committee members made recommendations on updates to the attachments and additional information, related to acres within and outside of service areas, to provide for full board consideration at the October 8<sup>th</sup> meeting.

In response to questions from Director Viguie regarding how reliant Dixon RCD is currently on grant funding, Ms. Huff provided information on the 2024-2025 staff allocation sheet on the percentage of direct staff costs that is currently being covered by grant funds. Director Jones asked for information on the total amount that grant funds provided to the District. The 2024-2025 cost center spreadsheet includes this information, both as gross income and net positions under the Groundwater and Grants cost centers. Committee members requested that this information be highlighted for the board meeting.

A motion was made by Director Jones, seconded by Director Viguie, to recommend that the full board:

1. Consider new cost center “Response to Development/Regional Drainage”
2. Discuss the potential to allocate costs on an acreage basis, with rough information as a starting point, to be refined.
3. Review additional information provided regarding grants.

The motion passed as follows:

|          |               |
|----------|---------------|
| Ayes:    | Viguie, Jones |
| Nays:    | None          |
| Abstain: | None          |

## **MEETING MINUTES**

Absent: None

7. **Adjourn Meeting –**

The Dixon RCD Board meeting adjourned at the hour of 10:36 a.m.

Kelly Huff  
District Manager

Dixon Resource Conservation District

