

DIXON RESOURCE CONSERVATION DISTRICT (DRCD)

MINUTES FOR APRIL 09, 2025

DIRECTORS

DAVID VIGUIE

SPENCER BEI

ERIC SCHENE

DIXON RCD STAFF

KELLY HUFF, DISTRICT MANAGER

MARTHA MCKEEN, PROGRAM COORDINATOR

JOANNA YAC, OFFICE MANAGER

OTHER ATTENDEES

**MIKHAEL KAZZI, NRCS DISTRICT CONSERVATIONIST
(ACTING)**

DAVID ELDRIDGE, LANDOWNER

1. Call the Meeting to Order

Director Viguie called the April 09, 2025, Board meeting to order at 12:04 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

Roll call was taken:

MEETING MINUTES

Present: Viguie, Bei, Schene

Absent: Jones, Harvey

2. Establish a Quorum

A quorum was established.

3. Approve the Agenda

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

Yeas: Viguie, Bei, Schene

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 **March 12, 2025**
- b. Approval of Minutes from the Personnel Committee Meeting dated **April 04, 2025**
- c. DRCD- Approval of Expenses from **March 13, 2025, to April 09, 2025**, and review of the 2024-2025 budget
- d. Office Management - Approval of Expenses from **March 1 to March 31, 2025**, and review of the 2024 / 2025 Budget
- e. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **March 13, 2025 to April 09, 2025** and review of the 2024 / 2025 Budget – (To be distributed)

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, Bei, Schene

Nays: None

Abstain: None

Absent: Jones, Harvey

MEETING MINUTES

7. Natural Resources Conservation Service (NRCS) Report –

Acting NRCS District Conservationist, Mikhael Kazzi attended via zoom to give his report and mentioned there are two new selections for funding pertaining to wildlife. He also is still unable to travel due to the freeze on federal government funds. His last day as acting District Conservationist is May 5th since his 120-day detail is up. Drew Mather from Capitola might take over as acting DC for the area. Vacaville is still going strong; they still have all their planners. He lastly wanted to thank the District for allowing him to get to know how well the RCD's and the NRCS offices work together in Solano.

8. Old Business – None

9. New Business-

a. Wage & Benefit Adjustments for Fiscal Year 2025/26 (ACTION)

Ms. Huff explained that performance evaluations were done for staff and District Manager. We are currently on year three of our 3-year employee wage and benefits methodology. With the proposed adjustments for 25-26 the total cost difference to the District is \$12,268.82 from last year. The CPI averages were both at 2.8%. For merit increases it was recommended that all employees receive increases. Staff received the full 2% and District Manager received a 1% increase this is due the other employees taking on some of the DM's tasks. Director Viguie mentioned that for next year the employee benefits methodology will be looked over and caps on some wages could be considered. Other than this the board agreed to approve the personnel committees' recommendations to approve the employees wage & benefits for Fiscal Year 2025/26.

A motion was made by Director Viguie, seconded by Director Bei, to approve the Personnel Committee Recommendations to approve wage & benefit increases for Fiscal Year 2025/26. The motion passed as follows:

Yeas: Viguie, Bei, Schene

Nays: None

Abstain: None

MEETING MINUTES

Absent: Jones, Harvey

b. Regional Drainage – Receive Staff Update, Provide Direction (ACTION)

Note: No action was taken on this agenda item.

Ms. Huff mentioned she met with David Greenstein from Brookfield, a potential developer for the Lombardo property on March 14th. He will attend the Ditch Member Outreach Event on behalf of the Lombardo project. Ms. Huff has not been able to meet with Chris Fong yet. The City did lose their most senior engineer therefore they may just be busy right now. On March 27th the Harvest at Dixon had a community meeting which Director Bei attended where he mentioned some things could be font loaded such as school systems. Ms. Huff asked if they talked about drainage. Director Bei replied that they talked about having to do some updates. Harvest at Dixon is doing drainage studies that have not been made public. There has been conversation with Rob White perhaps doing an non disclosure agreement (NDA) with Dixon RCD to receive the drainage study. On April 3rd there was a BLU community meeting, the new development proposed project that is not within City limits, but it is in the City's sphere of influence. Lastly, our new attorney at Downey Brand has reviewed the 1965 agreement and new information has come up and some more research needs to be done then a letter could be sent to the city. Ms. Huff asked if Director Viguie would like to read it before it was sent, he responded no it was fine to just send it.

c. Review and Advise on Plans for April 14th Ditch Member Outreach Event (ACTION)

Ms. Huff reviewed the draft presentation that was created for the rate payer open forum to allow them to suggest edits. It was suggested to Ms. Huff to include information on all proposed development in lateral 1-3, movement of map after slides of laterals, during ditch map slide make sure to reiterate that we do not do flood control. Director Viguie mentioned bringing up laterals 1,2, and 3 again since those laterals are the main focus of the meeting. In another suggestion it was mentioned to zoom in to show Pond A and C since some people may not know where they are located. Ms. Huff was going to check in with Chris Fong from the city regarding his slides for the presentations and had to

MEETING MINUTES

check in with Rob White from the Harvest to make sure his time allotted was sufficient. The board agreed to approve the presentation for the open forum with the suggested edits.

A motion was made by Director Viguie, seconded by Director Bei, to approve the plans for the open forum. 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 Farm Bureau asked if they could include a tour stop at a tailwater return system that was a SWEEP project and if there are any tile drains in Solano County. Board members provided input. See District Manager's Report for more details.

b. **Water Quality Coalition Update-** Ms. McKeen mentioned that she is currently working on setting a date for the advisory committee meeting. The consensus was for her to send out a doodle poll to find a good time and date for everyone. Ms. McKeen also asked frequent attending guest David Eldridge, landowner if he would like to be part of the advisory committee and he responded yes. See Program Coordinator's Report for more details.

11. Director's Report –None

12. Communications – None

13. Upcoming Events –None

14. Announcements –

The next Dixon RCD Board Meeting is Wednesday May 14, 2025 at 12:00 p.m.

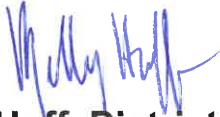
MEETING MINUTES

15. Adjourn Meeting

A motion was made by Director Viguie, seconded by Director Bei, 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 1:17 p.m.



**Kelly Huff, District Manager
Dixon Resource Conservation District**