



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
INFORMATIONAL MEETING
PROPOSED DITCH MAINTENANCE FEE INCREASE
MINUTES FOR MARCH 30, 2026**

DIRECTORS

**DAVID VIGUIE
SPENCER BEI
ERIC SCHENE
DANIEL JONES
ALEXIS HARVEY**

DIXON RCD STAFF

**KELLY HUFF, DISTRICT MANAGER
MARTHA MCKEEN, PROGRAM COORDINATOR
JOANNA YAC, OFFICE MANAGER**

OTHER ATTENDEES

**CHRIS FONG, CITY ENGINEER
JOHN EVERETT, LANDOWNER
TOMMY RAYCRAFT, LANDOWNER
DAVID ELDRIDGE, LANDOWNER**

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RICK MARTINEZ, LANDOWNER (VIRTUAL)

CINDY MIDDLETON, LANDOWNER (VIRTUAL)

ANGELA LI, LANDOWNER (VIRTUAL)

1. Call the Meeting to Order

Director Viguie called the March 30, 2026, Special Board meeting to order at 6:02 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

Roll call was taken:

Present: Viguie, Bei, Schene, Harvey, Jones

Absent: None

2. Introduction

Ms. Huff started the meeting by stating the purpose for the meeting: to inform Dixon RCD rate payers about the proposed ditch maintenance fee increase, preliminary results, timeline, and how to provide input. Questions or input on the DRAFT rate study should be provided by our April 14, 2026, at 12 PM Board Meeting on, where the Final Rate Study will be approved.

3. Proposed Ditch Maintenance Fee Increase - "How much is it going to cost?"

Ms. Huff went on to show the proposed drainage fee which is shown below:

	Current Fee	Recommended Rate					Average Fee
		2027	2028	2029	2030	2031	
Drainage Fee (\$/Ac)	\$4.00	\$6.00	\$7.00	\$8.00	\$8.00	\$8.00	\$ 7.40
	% Change	50.0%	16.7%	14.3%	0.0%	0.0%	

The projected 06/30/31 District ending fund balance with the proposed rates would be (rounded) \$515,000.

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The primary reason for the fee increase is that ditch revenues are not covering ditch expenses and the shortfall is increasing.

Some additional factors are:

- Increased costs for ditch maintenance
- Changing expectations for higher levels of service
- Insufficient District reserves after several capital improvement projects
- Reduced offsets from professional services revenues
- Increased costs for District to respond to proposed development

4. Purpose and History of the Ditch Maintenance Fee - “What am I paying for?”

Ms. Huff provided some history, mentioning that landowners formed the District in 1952 in response to regional flooding. The District maintains 70.5 miles of ditches, including spraying, excavation, right of way maintenance and repair or replacement of existing culverts. The District provides drainage services to rural land and to the City of Dixon through agreements.

5. Process and Timing of Fee Increase - “What to expect & when”

During this process of fee increase, under the California Constitution (Proposition 218), the ditch maintenance fee is considered a “property-related fee” given the nature of the drainage service and its relationship to a parcel. Therefore, it requires a two-step process:

1. Majority Protest Public Hearing – Preliminary date = June 9, 2026
2. If no majority protest, then, election by ballot June through August
 - IF FEE INCREASE IS APPROVED, 1ST FEE INCREASE WOULD BE IN DECEMBER 2026
 - IF FEE INCREASE IS NOT APPROVED, THE BOARD WOULD HAVE TO RE-EVALUATE THE LEVEL OF SERVICES PROVIDED ON ALL PROJECTS, INCLUDING DITCH MAINTENANCE & A NEW PROP 218 PROCESS

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WITH NEW RATE STUDY, HEARING & ELECTION
WOULD BE REQUIRED

6. Review of the Draft Study – “Nuts and Bolts”

A review of the Ditch Financial Structure was looked during this rate study. A review of the prior period Fiscal Years 2021 through 2025 is shown in the table below:

	2021	2022	2023	2024	2025	TOTAL
Annual Ditch Operations Revenues	\$159,059	\$155,407	\$156,870	\$156,336	\$159,447	\$787,119
Ditch Operations (Ditch) Expenses	\$169,790	\$168,388	\$152,690	\$213,596	\$233,916	\$938,380
Ditch Capital Improvements	\$0	\$0	\$21,814	\$6,467	\$47,834	\$76,114
Ditch Net Balance with Ditch Capital Improvements	-\$10,731	-\$12,981	-\$17,634	-\$63,727	-\$122,303	-\$227,375

During this period District reserves were used for several capital improvement projects such as:

- FY 23 \$21,813.91 – Lat 4 guardrail (Midway) & T2 culvert replacement (Maxwell Rd)
- FY 24 \$6,447.57 – T1 culvert replacement (Becker Rd)
- FY 25 \$47,833.92 (\$11,402.58 – T3 flow measurement stations, \$36,431.34 cost-share on Delhi Rd crossing replacement, \$15,425.47 cost-share on cleaning of V-Drain)
- FY 26 Budget \$70,000 (includes up to \$40,000 for Lat 2-3 flow measurement stations & up to \$30,000 for rate study and/or culvert replacements)

The current fiscal year 2026 starting fund balance on 06/30/25 was \$519,483 and the projected ending fund balance on 06/30/26 is \$419,822, with a target fund balance of \$515,000.

Reserve Allocation is explained below:

District Target Reserves for 2031 is \$515,000

Minimum Fund Balance \$160,000 (32% of Ave. District Operating Budget)

- \$145,000 General and Imprest Cash Reserves
- \$ 15,000 Fund Balance Available – non allocated cash

Equipment & Capital Improvement Reserves \$355,000

- \$75,000 Future Equipment Acquisition
 - Ditch Maintenance Equipment and Vehicle
- \$190,000 Future Capital Improvements (District)
 - Identified Projects and flood repair cost estimates

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- \$90,000 Future Capital Improvements (Regional)
 - Per agreements, Dixon RCD is responsible for cost-share on regional drainage capital improvement and major ditch maintenance projects.

The rate study sets a base year budget for fiscal year 2027 of \$249,283 which is separated into the three categories shown below:

- District Staffing for Ditch = \$ 30,581
- Ditch Maintenance Services = \$175,000
- General Services & Supplies = \$44,202

Other factors explained during this time included inflation factors and cost of service analysis based on the uniform per acre drainage allocation method or runoff load allocation. Property tax revenue is projected at 6% increase annually and the other proposed rates aligning with ditch related items are set for a 3.5% annual inflation. After reviewing the land use classes from the 2016 rate study for parcels in the drainage service area, the staff and board determined that the analysis should remained the same for 2026 rate study and the board chose to keep using the uniform per acre billing method. See the Informational Meeting Presentation Slides on Dixon RCD's website for more details.

Questions/Rate Payer Feedback –

This concluded Ms. Huff's presentation; guests were then allowed to ask questions and provide feedback.

Tommy Raycraft, Landowner asked, "Ms. Huff, you mentioned the City of Dixon fee is set at 4 times the Ditch Maintenance Fee." Mr. Raycraft further stated that the city should be more responsible because his property is flooding. A second question related to the cost of responding to development. Mr. Raycraft asked how often the agreements are reviewed and suggested that the City might need to add detention ponds and pay for Dixon RCD's staff time. Ms. Huff mentioned that the agreements have not been updated recently and they are considered separately from the rate study process, but we are and can look at updating these agreements at any time. She also

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mentioned that Dixon RCD's recently instated a work order process to recoup the District's costs for project review services.

John Everett, Landowner asked where all the water from the subdivision west of Dixon is going (Homestead in the City's Southwest Development area). Most of this water drains to a detention pond off of Batavia Road and then to McCune Creek through agreements with Solano Irrigation District and Solano County Water Agency. A portion of this area drains to Pond A and Lateral 1.0. Mr. Raycraft asked if they are retention ponds or detention ponds and who has control over releases of water from them. Ms. Huff responded that they are detention ponds and the City has agreements with JPA and Dixon RCD on when and how they can release water. Mr. Raycraft asked what/who would allow the City to release additional water, above the 125 cfs limit to Lateral 2.0. Ms. Huff responded that she did not know those details of the agreement.

City Engineer Chris Fong asked why the District decided to conduct the rate study in house rather than using a consultant, which could provide input on changing the fee structure. Director Viguie responded that it is more cost effective for the District, an estimated \$60,000 to do in house versus double that to do it outside. As far as land use goes not much has changed; therefore, there is no need to change the fee structure. Ms. Huff reiterated that the agreements with the City are outside of the service area and can be changed at any time. Director Bei, mentioned to Mr. Raycraft that revisiting the agreements would be a good idea. Mr. Bei also explained that the District has been working maximize the level of service to the service area through joint maintenance activities with neighboring districts, especially Reclamation District 2068 (RD 2068) and that there have been changes to the level of assistance with maintenance activities from landowners and farmers, which impacts the costs for the District.

Lastly, a question came from a virtual guest: How does the District ensure that maintenance costs related to irrigation water conveyance and use in District drains are fairly allocated? Director Viguie and Ms. Huff explained that ditch members who utilize the District ditches to

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convey & re-capture irrigation water must obtain an encroachment permit which requires them to assume maintenance responsibilities for the portion of the ditch that could be impacted by their operation.

7. Announcements

The next Dixon RCD Board Meeting will be on **TUESDAY April 14, at 12:00 NOON** at the Dixon RCD Large Conference Room (Suite 109), 1170 N. Lincoln Street, Dixon CA.

8. Adjourn Meeting

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

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

The Dixon RCD Informational meeting adjourned at the hour of 7:03 p.m.



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