



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)
MINUTES FOR APRIL 14, 2026**

DIRECTORS

DAVID VIGUIE

SPENCER BEI

ERIC SCHENE

ALEXIS HARVEY

ASSOCIATE DIRECTOR

LEO SOUKERIS (VIRTUAL)

DIXON RCD STAFF

KELLY HUFF, DISTRICT MANAGER

MARTHA MCKEEN, PROGRAM COORDINATOR

JOANNA YAC, OFFICE MANAGER

OTHER ATTENDEES

LUIS CRUZ, ACTING DC NRCS

ALLEN CURRY, ASSISTANT STATE CONSERVATIONIST

NRCS (VIRTUAL)

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DAVID ELDRIDGE, LANDOWNER

MICHEAL G, MEMBER OF THE PUBLIC (VIRTUAL)

1. **Call the Meeting to Order**

Director Viguie called the April 14, 2026, Board meeting to order at 12:09 p.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

Roll call was taken:

Present: Viguie, Schene, Harvey

Absent: Jones, Bei

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

Yeas: Viguie, Schene, Harvey

Nays: None

Abstain: None

Absent: Jone, Bei

4. **Presentations – None**

5. **Comments from the Public - None**

6. **DRCD Consent Calendar**

- a. Approval of Minutes from the Board Meeting dated **March 10, 2026**
- b. Approval of Minutes from the Rate Increase Informational Meeting dated **March 30, 2026**
- c. DRCD- Approval of Expenses from **March 11, 2026, to April 14, 2026**, and review of the 2025 / 2026 budget
- d. Office Management - Approval of Expenses from **March 1 to March 31, 2026**, and review of the 2025 / 2026 Budget

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- e. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **March 11, 2026, to April 14, 2026**, and review of the 2025 / 2026 budget

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

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

7. Natural Resources Conservation Service (NRCS) Report –

Acting DC, NRCS Luis Cruz introduced himself and gave an update. He mentioned he is coming from the Concord Office and that his position is temporary since NRCS announced a 120-day detail for this position. Therefore, someone new should be entering soon.

In addition to Mr. Cruz, Allen Curry, Assistant State Conservationist, attended virtually. He mentioned meeting with Ms. Huff the week prior where they discussed how NRCS and the RCD could continue to work well together. He also mentioned he is available for any support and concerns. Carlos Suarez, NRCS State Conservationist could be available to attend a meeting to get input directly from growers and farmers in the area. Director Viguie mentioned not currently being in need but thanked him for the offer.

Mr. Cruz then gave his update, mentioning there are 13 environmental quality incentives program (EQIP) contracts. For outreach they are signed up for the Solano Fair but were unable to sign up for the Dixon May Fair in time. Additionally, there were 43 applications for EQIP of which 26 were ranked high, along with 3 for CSP and 3 for RCPP (2 of 3 selected). The ranking will be finished on Friday. From 2020 to 2026 most applications were for irrigation and water management and the soil health practices applications are lacking. More advertising will be done on soil health practices and programs which will require soil testing

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before and after the project to promote soil health. Lastly, he mentioned local work groups should be done in June or July to allow time for reporting by August. Ms. McKeen, Program Coordinator mentioned that the best timing for the producers is during the winter. She also offered to forward materials from the January meeting hosted by the ILRP program to Mr. Cruz per his request to see if it could counts toward the local work group for the year.

8. Old Business- None

9. New Business-

- a. Consider Resolution related to the Ditch Maintenance Fee Rate Study – **(ACTION)** (*Directors' Prep*)
 - i. Accepting the 2026 Ditch Maintenance Fee Rate Study, AND
 - ii. Authorizing the Dixon Resource Conservation District Manager to Mail Notices for a Proposition 218 Hearing on June 9, 2026 to increase Ditch Maintenance Fee Charges

Note: Director Bei arrived at 12:26 p.m.

Ms. Huff explained that the Board would consider two separate actions in this agenda item 1) to approve the rate study and proceed with the public hearing and 2) to approve the notice of the public hearing and attachments. Ms. Huff mentioned there were minor updates to the Rate Study, since March which were highlighted in yellow for board review. The board had no additional comments or changes the Rate Study.

A motion was made by Director Schene, seconded by Director Harvey, to accept the 2026 Ditch Maintenance Fee Rate Study and mail notices for a Prop 218 Hearing to increase ditch maintenance fee charges. The motion passed as follows:

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

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Ms. Huff mentioned the Mailed Notices will consist of a Notice of Public Hearing Letter with a proposed FAQ attachment and an optional protest form. Director Viguie recommended that if the form is optional, removing it from the mailing would be best. Thus, the letter's language would require updating to state that protest forms are available upon request, to remove the protest form, and to clarify that using our provided form is optional as long as all protest requirements are stated on the document. In addition, the Notice Letter will state that the Public Hearing is scheduled for June 9th at 12 p.m.

Note: Both these actions are also approving Resolution 2026-003

A motion was made by Director Bei, seconded by Director Schene, to approve the Resolution 2026-003, i. Accepting the 2026 Ditch Maintenance Fee Rate Study and ii. Authorizing sending the Notice of Public Hearing letter with edits made by the board with proposed FAQ attachment only. The motion passed as follows:

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

- b. Consider Resolution for Approval of Guidelines for the Submission and Tabulation of Protests in connection with Rate Hearing conducted pursuant to Article XIID, Section 6 of the California Constitution. – (ACTION) (Directors' Prep)

Ms. Huff explained that Resolution 2026-004 provides the guidelines for submission and tabulation of protests. The only change to the 2016 version is that the non-biased collector and tabulator role shifts from the District Engineer to the Office Manager.

A motion was made by Director Harvey, seconded by Director Bei, to approve the Resolution 2026-004 to Approve the Guidelines for the Submission and Tabulation of Protests. The motion passed as follows:

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

- c. Adopt Resolution and Approve Certificate of Easement Acceptance – in accordance with the Final Parcel Map MS-24-02 from Realized Dreams Ranch, LLC, Covering Tremont 2, Main stem and Tremont 2 Lateral E on Assessor’s Parcel #s 0110-190-090, 0110-190-100, 0111-070-200, 0111-070-210 **(ACTION)**

Ms. Huff explained this was the Realized Dreams Ranch, LLC Final Project Easement. Director Bei questioned if they completed everything the District asked for. Ms. Huff responded that they did what they could but mentioned that another easement would be required on page 6 of 7 when that time comes to re-align that portion of Lateral E. This led Director Viguie to question the missing easement on page 6. He stated there should be a 60ft easement all around or on landowner Hartman’s Property. Ms. Huff explained that section of the project has not been addressed yet. Therefore, no easement agreement has been made, but one will come in the future. Director had reservations about approving the application if everything was not squared away. It was recommended that Ms. Huff reach out to the applicant for clarification and if a special meeting is required of DRCD Board to re-consider, it should be arranged.

A motion was made by Director Bei, seconded by Director Schene, to allow Ms. Huff to approve the encroachment permit if the landowner agrees to the 60 ft easement all around and if not it will have to be re-considered at the next Board Meeting in May or a special board meeting before then. The motion passed as follows:

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

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d. Regional Drainage - Receive staff update and provide direction
(ACTION)

Ms. Huff reviewed and updated what has happened since the March Board Meeting. On March 19, 2026 JPA staff met with Caltrans. The project is estimated for 2032. If there are additional questions or direction, it would be a good time to ask.

On March 26, 2026, the City of Dixon is hosting a "Dixon Grown" workshop which has multiple dates. Ms. Huff asked whether an outreach email blast to the coalition members would be a good idea? The Board agreed that it would be a good idea; therefore, Martha will include it in her next outreach email.

Ed King mentioned what could be done to make things better and make Solano County a better partner. He also stated that perhaps the County would not join the JPA group, but Director Bei thought an associate membership would be a good idea.

On April 23, 2026 SCWA's Regional Drainage Group will meet to review "hot spots" for each agency, which Ms. Huff has submitted the attached slides for. If she left any out or if the Board would like to make any changes, please inform her.

A motion was made by Director Viguie, seconded by Director Bei, to accept the staff update. The motion passed as follows:

Yeas: Viguie, Bei, Schene, Harvey

Nays: None

Abstain: None

Absent: Jones

e. Review Proposed Adjustments to Joint Budget for Office Management for FY 2025-2026 **(ACTION)**

Ms. Yac explained that staff recommended a budget adjustment to the Dixon/Solano RCD OMA budget to increase the postage expense. This is because staff did not budget for the rate study mailing materials when creating the FY 25-26 budget. This budget adjustment will not increase the rent or change the ending fund balance. The board approved moving forward with the adjustments.

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A motion was made by Director Viguie, seconded by Director Schene, to accept the proposed adjustments to Dixon/Solano RCD's Fiscal Year 2025-2026 OMA budget. The motion passed as follows:

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

10. DRCD Staff Reports:

a. **District Manager's Report-** Ms. Huff's reported that RD2068 had been using their chopper on areas where the weeds are too tall for spray access on right of ways. In addition, they installed a 30" culvert to improve maintenance access along the South Cross Drain. For other maintenance on JPA Lateral 1.0 City of Dixon spent two days cleaning with a vacuum truck the sediment out of the Culvert on Woody's property. About 40%-50% and another 2-3 days are needed of cleaning. Besides that, the only addition Ms. Huff had was that LAFCO put out their municipal review plans for 2026-2027 and Dixon RCD is listed as high priority this upcoming year. 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, May 12, 2026 at 12:00pm.

15. **Adjourn Meeting**

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

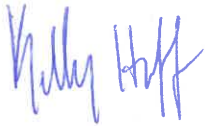
Yeas: Viguie, Bei, Schene, Harvey

Nays: None

Abstain: None

Absent: Jones

The Dixon RCD Board meeting adjourned at the hour of 1:11 p.m.



Kelly Huff, District Manager

Dixon Resource Conservation District