



**DIXON RESOURCE CONSERVATION DISTRICT (DRCD)  
MINUTES FOR MARCH 21, 2024**

**DIRECTORS**

**DAVID VIGUIE**

**SPENCER BEI**

**ERIC SCHENE**

**DANIEL JONES**

**ALEXIS HARVEY**

**ASSOCIATE DIRECTOR**

**LEO SOUKERIS (VIRTUAL)**

**JIM CAMPBELL**

**DIXON RCD STAFF**

**KELLY HUFF, DISTRICT MANAGER**

**JOANNA YAC, OFFICE MANAGER**

**MARTHA MCKEEN, PROGRAM COORDINATOR**

**OTHER ATTENDEES**

**ALEX RABIDOUX, SCWA**

**GUSTAVO CRUZ, SCWA**

## MEETING MINUTES

### **DAVID ELDRIDGE, LANDOWNER**

#### **1. Call the Meeting to Order**

Director Viguie called the March 21, 2024, Special Board meeting to order at 11:00 a.m. at 1170 North Lincoln Street, Dixon, CA for DRCD staff and Board Members.

Roll call was taken:

Present: Viguie, Bei, Schene, Jones, Harvey

Absent: None

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

Yeas: Viguie, Bei, Schene, Jones, Harvey

Nays: None

Abstain: None

Absent: None

#### **4. Presentations –**

- a. Dixon Regional Watershed Presentation from Alex Rabidoux – Solano County Water Agency

Mr. Rabidoux went over the presentation he gave at the JPA meeting and explained that the Tech Memo 3 is indeed a bit confusing and that SCWA is working with West Yost to make it easier to understand. He stated that communication has been a challenge and SCWA is seeking ways to make things easier. He asked the Board what Dixon RCD needs in order to get a better understanding of things. The board stated that if it can be demonstrated that the project will not create impacts downstream and it can be explained how there is only a 2cfs difference between the discharge numbers, (how that water will be managed), it would help. Flood extents/profiles could also be reviewed to confirm that there are no impacts downstream.

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In addition, Mr. Gustavo Cruz, SCWA mentioned that he went out to view the culverts in question with staff from SCWA to better understand the drainage infrastructure in that region. It was mentioned that a walk through with City, RD 2068, SCWA, and DRCD staff should be set up to view the culverts. Ms. Huff could help lead this project in order to further help the communication of the project.

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

6. **DRCD Consent Calendar**

- a. Approval of Minutes from the Board Meeting dated **February 14, 2024**
- b. Approval of Minutes from the Personnel Committee Meeting dated **March 14, 2024**
- c. DRCD- Approval of Expenses from **February 15, 2024, to March 21, 2024**, and review of the 2023-2024 budget
- d. Office Management - Approval of Expenses from **February 1 to February 29, 2024**, and review of the 2023 / 2024 Budget
- e. Dixon/Solano RCD Water Quality Coalition – Approval of Expenses from **February 15, 2024, to March 21, 2024**, and review of the 2023 / 2024 Budget

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

Yeas:           Viguie, Bei, Schene, Jones, Harvey

Nays:           None

Abstain:       None

Absent:        None

7. **Natural Resources Conservation Service (NRCS) Report – None**

8. **Old Business – None**

9. **New Business-**

- a. Regional Drainage Update – Receive Staff Update, Provide Direction **(ACTION)**

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**Note:** No Action was taken on this agenda item.

Ms. Huff gave some updates of activities that have happened since February's Board Meeting including the JPA meeting on February 28<sup>th</sup> and the City of Dixon Planning Commission Workshop on March 12<sup>th</sup>. During the February JPA Meeting Alex Rabidoux from Solano County Water Agency gave a presentation and facilitated discussion between the representatives and agencies involved. The technical work from West Yest, based on the City of Dixon's Plan, maintains that the project would only result in minor increased flooding impacts downstream. The meeting concluded with the City and developers planning to continue the technical work regarding the Dixon 257 project that will be reviewed at a later time.

A workshop was held by the City of Dixon Planning Commission for the Dixon 257 Project where a lot of concerns and questions were expressed. Dixon RCD will have 45 days to comment on the DRAFT EIR sometime between April through June which will then result in the Final EIR due to be completed by Fall 2024.

Collectively the RCD understands that the large change in modeled baseline discharge numbers might be believable but they would like to have additional information to better understand how there are such significant changes. They continue to have important questions on how the water from north of the freeway will be managed to avoid impacts.

- b. Receive Summary of CV SALTS Nitrogen Management Zone Action Plans (**NO ACTION**)

**Note:** Agenda Item 9a will be tabled for the future Board Meeting.

- c. Wage & Benefit Adjustments for Fiscal Year 2024/25. (**ACTION**)

Chairman Viguie explained to Director Harvey that Dixon RCD has to review/approve employees' wages and benefits every year, but they adopt a methodology that results in a major review of wages and benefits only every three years. Ms. Huff explained that performance evaluations for all of the staff including herself were done. After the evaluations the committee member recommended increases of between 4-5% for all three staff members. This includes 2% in merit and 3% cost of living increases. Ms. Huff also wanted to mention, Edward Jones was not able to re-characterize the 2023 excess

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contributions to the retirement accounts as was planned. Instead, Dixon RCD will have to file an excess contribution form to the IRS and pay a 10% penalty. The board agreed to approve the Personnel Committee Recommendations on employee wage increases.

A motion was made by Director Schene, seconded by Director Harvey, to approve the Personnel Committee Recommendations for Wage & Benefit Adjustments for Fiscal Year 2024/25. The motion passed as follows:

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

d. Dixon RCD Vote for CA Association of Resource Conservation Districts (CARCD) Vice President and Treasurer. **(ACTION)**

Director Viguie attended the CARCD Special Meeting (by Zoom) representing Dixon RCD to elect new officers for the statewide CARCD. From that meeting a ballot was created for all the RCD's to vote on the nominations for Vice President and Treasurer. The nominations for both officers were based on the nominee being put forward by the CARCD Board's nominating committee or nominated from the floor. Director Viguie recommended nominating Peter Braudrick for Vice President and Harold Singer for Treasurer. Both of those choices were put forward by the CARCD Board's nominating committee. The board approved the Chairman's recommendations for Dixon RCD's vote on CARCD officers.

A motion was made by Director Bei, seconded by Director Schene, to approve the Chairman Recommendations for CARCD Officer Elections. The motion passed as follows:

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

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10. **DRCD Staff Reports:**

- a. **District Manager's Report-** There were no comments made. See District Manager's Report for more details.
  
- b. **Water Quality Coalition Update-** There were no comments made. See Program Coordinator's Report for more details.

11. **Director's Report –None**

12. **Communications – None**

13. **Upcoming Events –None**

14. **Announcements –**

**No Dixon RCD Board Meeting in April! The Financial Committee  
A Reminder that the next board meeting will be  
Wednesday, May 08, 2024 at 12:00pm.**

15. **Adjourn Meeting**

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

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

**The Dixon RCD Board meeting adjourned at the hour of 12:19 p.m.**



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