

# Reclamation District No. 1607

VAN SICKLE ISLAND-SOLANO COUNTY, CALIFORNIA

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## Notice of Meeting

A Special Meeting of the Van Sickle Island Board of Trustees  
has been called by President Gerald Dinelli

February 19, 2024 at 4 pm

Meeting to be held at the District Office at 4301 Inverness Drive Pittsburg, CA  
An online component is available to those who would like to participate  
remotely.

### Special Meeting Agenda

Please note that there could be updates posted to this agenda online along with supporting  
meeting documents at the district website up until 24 hours before the meeting at:

<https://rd1607.specialdistrict.org/board-meetings>

Join Zoom Meeting for Remote Attendance. Three board members must be present.

<https://UCOP.zoom.us/j/5109879868?pwd=L3Ayb3h6VGZiTmw1MTVYS1FNZWwL0T09>

Meeting ID: 510 987 9868

February 19 at 4pm

Passcode: 556575 One tap mobile +16692192599,,5109879868# US (San Jose)

1. Meeting Call to Order
2. Approval of Minutes of December 6, 2023
3. Financial Report
4. Status of state and FEMA funding requests.
5. Status of Levees and priority for repairs

### *Emergency Resolution 2024.1*

EMERGENCY RESOLUTION No. 2024-01

### RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1607 DECLARING A STATE OF EMERGENCY DUE TO FLOOD AND WEATHER CONDITIONS

WHEREAS, since February 4, 2024 the Sacramento River has experienced high water levels resulting from heavy rainfalls, runoff, and high winds, creating an imminent risk of flooding and levee damage within Reclamation District No. 1607's boundaries; and

WHEREAS, these conditions created an immediate risk that severely impairs public health and safety, consistent with the emergency declaration requirements of the Government Code and the Public Contracting Code; and

WHEREAS, after consultation with the District staff and engineers the District finds and declares on February 19, 2024 that an emergency situation exists, and immediate action is required to respond to these conditions.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Trustees of the Reclamation District No. 1607, as follows:

1. As of February 13 an emergency situation exists within the District due to

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4301 Inverness Drive Pittsburg, CA 94565 District cell: 925-698-9252  
Web: [rd1607.specialdistrict.org](https://rd1607.specialdistrict.org)

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on-going flooding and flood damage, and a forecast of further precipitation which will compound the existing flood conditions. The public interest and necessity demand the immediate expenditure of public money to safeguard life, health, and property to respond to this emergency.

2. The District's engineer is authorized to take immediate action to repair or replace public facilities, to take any directly related and immediate action required by that emergency, and to procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts. The District engineer shall take these actions in consultation with District Trustees.

3. Pursuant to Public Contracting Code 20926, the District shall expend any sum reasonably required to respond to this emergency. District personnel will, if practicable, informally solicit bids or requests for proposals to seek to obtain the best terms possible, including the lowest price term, given the urgent circumstances of the emergency, and, promptly after the emergency ends, shall document the circumstances of the emergency and the bid or proposal accepted.

4. The District will make an attempt to reach out to the Department of Water Resources, CalOES, Solano County OES and any other regulatory agency to help inform and to secure a source of funding to take any necessary action to the secure the levees.

5. This emergency declaration will be revisited by the Board of Trustees at the earlier of its next regularly scheduled meeting, or within 7 days of this declaration.

PASSED AND ADOPTED by the Board of Trustees of Reclamation District No. 1607 Trustees this February 19, 2024, by the following vote:

### *Emergency Resolution 2024.2*

#### RESOLUTION No. 2024-02

#### A RESOLUTION OF THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1607 SETTING PRIORITIES FOR DECISION MAKING AUTHORITY IN EVENT OF EMERGENCY

WHEREAS, in the event any or all Trustees of the Reclamation District are not available, and an emergency action requires that authority be exercised, there is a need to establish a chain of command for such emergency decision making authority;

WHEREAS, pursuant to California Public Contract Code section 20926 and section 22050, Reclamation District No. 1607 may take action to negotiate and award a contract for construction of work to prevent damage or repair damaged works, and procure necessary equipment, services, and supplies, without advertising for bids and expend any sum reasonably required in an emergency; and

WHEREAS, such action either requires a 2/3 vote of the Board of Trustees, and/or such authority may be delegated to an appropriate person or persons;

WHEREAS, the Board of Trustees desires to delegate such authority as set forth in this Resolution.

**NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF RECLAMATION DISTRICT NO. 1607 AS FOLLOWS:**



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## VAN SICKLE ISLAND-SOLANO COUNTY, CALIFORNIA

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1. In the unavailability either in person or telephone of a majority of the Board of Trustees, emergency decision-making authority relative to emergencies may be exercised by the following persons in the order of priority listed.

- a. The President of the Board of Trustees;
- b. Any single Trustee;
- c. Engineers for the District, who are presently MBK Engineers:

Name: Michael Moncrief  
Day Phone: (916) 456-4400  
Mobile Phone: (916) 761-1281

- d. Manager/Secretary Name: Chris Lanzafame

Cell Phone (925) 698-9252  
Reclamation District No. 1607  
VAN SICKLE ISLAND-SOLANO COUNTY, CALIFORNIA  
4301 Inverness Drive Pittsburg, CA 94565 Phone: 925-698-9252

2. Such emergency decision-making authority includes the following powers:

a. In case of emergency, the person designated above as the emergency decision-maker may negotiate and award a contract for construction of work to prevent damage or repair damaged works, and procure necessary equipment, services, and supplies, and take any directly related and immediate action required by that emergency, without advertising for bids, and expend any sum reasonably necessary to cure the emergency.

b. The emergency decision-maker shall, if practicable, informally solicit bids or request for proposals to seek to obtain the best terms possible, including the lowest price term, given the urgent circumstances of the emergency, and, promptly after the emergency ends, shall document the circumstances of the emergency and the bid or proposal accepted.

c. The emergency decision-maker shall report to the Board of Trustees the reasons justifying why the emergency did not permit a delay resulting from a competitive solicitation for bids and why the action was necessary to respond to the emergency. Such report shall be made at the next regular meeting of the District, if such meeting occurs within 14 days of the emergency, or if no such meeting will occur within 14 days, the decision-maker shall call a special meeting of the Board of Trustees within 7 days after the emergency, and make such report at that time, and, for this purpose only, shall have the power to call such meeting.

3. For the purpose of this Resolution, "emergency" is defined as an imminent threat to public health, safety, or welfare or an imminent threat to the flood control or drainage facilities of Reclamation District No. 1607, or an imminent threat of flooding of Reclamation District 1607, and action is necessary to respond to such threat, and the imminence of such is that it will not permit a delay resulting from a competitive solicitation of bids.

4. All previous resolutions relating to the subject of this resolution are repealed.

# Reclamation District No. 1607

VAN SICKLE ISLAND-SOLANO COUNTY, CALIFORNIA

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## 6. 2024-2025 Subventions Application

### Action: *Resolution 2024.3: Resolution 2024.3*

**RESOLVED** that the work included in Reclamation District No. 1607's ("District") 2024-2025 Delta Levee Subventions Program Application consists of the maintenance and/or repair of existing levee improvements which involves negligible or no expansion of said improvements' existing uses and, hence, falls within the categorical exemption to the California Environmental Quality Act set forth in California Code of Regulations, title 14, section 15301; that said work does not constitute an exception to the exemptions of the California Environmental Quality Act; and that the District's Engineer is authorized to prepare and file with the County of Solano the appropriate Notice of Exemption on behalf of the District.

### Action: *Resolution 2024.4 Resolution 2024.4*

**RESOLVED** that the President or Secretary of Reclamation District No. 1607 be and hereby is authorized to execute on behalf of this District that Agreement between The Reclamation Board of the State of California and Reclamation District No. 1607 covering participation in the Delta Levee Subventions Program pursuant to Part 9, Division 6 of the Water Code as amended by SB 34, Chapter 28, Statutes of 1988 for fiscal year 2022-2023 and the work to be reported to the State thereunder is determined to be categorically exempt under the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq.) for the reasons set forth above.

## 7. SCI Consulting

**Action: *Resolution 2024 .5 Should the District contract with SCI Consulting to prepare an engineer's report and organize an election to move forward with an assessment increase beginning in July 2024?***

Proposed Fee Schedule: In consideration for the work accomplished, as outlined in this proposal, SCI will be compensated as detailed below:

Phase of Work Fee Initial Data Research and Feasibility Analysis \$ 3,500  
Assessment Engineering and Engineer's Report \$ 25,500  
Proposition 218 Balloting Services \$ 6,500

Note: Payment due April 15, 2025

**9. Changing of gate lock code... deciding on new combination of main gate lock change on March 1<sup>st</sup>.**

## 11. Adjournment

Please note that there could be updates posted to this agenda online along with supporting meeting documents at the district website up until 24 hours before the meeting at: <https://rd1607.specialdistrict.org/board-meetings>.



# State/Local Government Checking

January 25, 2024 ■ Page 1 of 4



RECLAMATION DISTRICT NO. 1607  
119 LOREN LN  
OAKLEY CA 94561-2463

## Questions?

**Available by phone Mon-Sat 7:00am-11:00pm Eastern Time, Sun 9:00am-10:00pm Eastern Time:**

We accept all relay calls, including 711

**1-800-CALL-WELLS (1-800-225-5935)**

**En español: 1-877-337-7454**

**Online:** wells Fargo.com/biz

**Write:** Wells Fargo Bank, N.A. (114)  
P.O. Box 6995  
Portland, OR 97228-6995

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## Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to [wellsfargo.com/biz](https://wellsfargo.com/biz) or call the number above if you have questions or if you would like to add new services.

Business Online Banking  
Online Statements  
Business Bill Pay  
Business Spending Report  
Overdraft Protection

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

## Statement period activity summary

Beginning balance on 12/27	\$10,929.37
Deposits/Credits	9,000.05
Withdrawals/Debits	- 8,499.64
<b>Ending balance on 1/25</b>	<b>\$11,429.78</b>

Account number: 2358693477

RECLAMATION DISTRICT NO. 1607

**California account terms and conditions apply**

For Direct Deposit use

Routing Number (RTN): 121042882

For Wire Transfers use

Routing Number (RTN): 121000248

## Interest summary

Interest paid this statement	\$0.05
Average collected balance	\$6,254.87
Annual percentage yield earned	0.01%
Interest earned this statement period	\$0.05
Interest paid this year	\$0.05
Total interest paid in 2023	\$76.27

*renew*  
1-25-24



**Treasurer-Tax Collector-County Clerk**  
**CHARLES LOMELI**

**Statement of Account Balance**  
**Reclamation District 1607**  
**Fund 205**  
**January 31, 2024**

					<b>Balance</b>	
<b>Date</b>	<b>Description</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>\$</b>	<b>20,499.07</b>
1-Jan-24	JE 24004759	492.42	✓		\$	20,991.49
1-Jan-24	JE 24004758			7.96	\$	20,983.53
4-Jan-24	DP 268358	220.20	✓		\$	21,203.73
9-Jan-24	DP 268468	2,472.50	✓		\$	23,676.23
10-Jan-24	DP 268512	687.80	✓		\$	24,364.03
12-Jan-24	DP 268590	10.30	✓		\$	24,374.33
17-Jan-24	DP 268683	4,679.10	✓		\$	29,053.43
19-Jan-24	DP 268756	345.50	✓		\$	29,398.93
24-Jan-24	JE 24004648			9,000.00	\$	20,398.93
<b>Totals</b>		<b>8,907.82</b>	<b>9,007.96</b>	<b>-</b>		

Outstanding Warrants    \$            -  
Closing Balance            \$        20,398.93

*received*  
*2-8-24*



Reclamation District 1607  
Balance Sheet  
as of 02/14/24

Assets

Current Assets

Cash In Bank-County Fund 205  
Cash In Bank - WF Checking  
Accounts Receivable  
Total Current Assets

\$ 20,398.93  
3,025.72  
23,469.89

46,894.54

Total Assets

\$ 46,894.54

Liabilities & Equity

Current Liabilities

Accounts Payable  
Total Current Liabilities

\$ 150,096.28

150,096.28

Long Term Liabilities

Time Warrants Payable  
DWR Advance Payable  
Total Long Term Liabilities

120,000.00  
10,966.51

130,966.51

Owners' Equity

Equity  
Retained Earnings  
Current income  
Total Owners' Equity

127,060.32  
(123,946.85)  
(237,281.72)

(234,168.25)

Total Liabilities & Equity

\$ 46,894.54

Reclamation District 1607  
Income Statement  
07/01/23 to 02/29/24

Income		%
Assessments Earned	\$ 74,092.20	24.6
Interest Earned	3,096.15	1.0
Misc Income	3.00	0.0
CRC-Oil Lease	100,000.00	33.2
State Subventions Income	102,300.00	33.9
FEMA Cal-OES Reimbursement	<u>22,131.09</u>	<u>7.3</u>
Total Income	<u>301,622.44</u>	<u>100.0</u>
 Operating Expenses		
Bank Charges	31.41	0.0
Dues	794.00	0.3
Engineering	58,448.44	19.4
Insurance - Workers Comp	1,396.97	0.5
Interest Expense	5,858.88	1.9
Legal Fees	2,810.00	0.9
Levee Maintenance	431,099.50	142.9
Miscellaneous Expense	70.88	0.0
Pump Expense - Spoonbill Pump	7,559.67	2.5
Pump Expense - Honker Pump	11,079.79	3.7
Pump Expense - Repair & Maint	952.21	0.3
Pump Expense Pump Rental	8,370.41	2.8
SRCD Permit Fee	9,928.00	3.3
Utilities	<u>504.00</u>	<u>0.2</u>
Total Operating Expenses	<u>538,904.16</u>	<u>178.7</u>
 Net income (loss)	 <u>\$ (237,281.72)</u>	 <u>-78.7</u>



# **Reclamation District No. 1607**

**VAN SICKLE ISLAND-SOLANO COUNTY, CALIFORNIA**

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**RESOLUTION  
OF THE BOARD OF TRUSTEES  
OF RECLAMATION DISTRICT No. 1607  
Resolution 2024.3**

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**Resolution 2024.4**

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# Reclamation District No. 1607

VAN SICKLE ISLAND-SOLANO COUNTY, CALIFORNIA

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## Minutes of Board of Trustees Reclamation District 1607 December 6, 2023 at 5pm At the District Office at 4301 Inverness Dr. Pittsburg, CA 94565

A Meeting of the Board of Trustees was called to order by President Gerald Dinelli at 5:10pm. Other board members present were Robert Pinkston, Edmund Linscheid and with Kevin Confetti and Steve Thomas remotely. Others present were Secretary Chris Lanzafame, Nancy Lanzafame and Pillis Pinkston. Additional members present remotely were Andrew Cain, Matt Stretch, Todd Clark, and Steve Belcher. There may have been additional unrecognized phone numbers calling in during the meeting with no names or video.

Some items discussed out of Agenda order.

Mr. Lanzafame reviewed the current financial situation as presented by the reports that are attached to these minutes. Mr. Lanzafame emphasized that we were in a very tight cash flow position and that we were behind in many of our bills as shown on the secretary's notes attached to these minutes. Mr. Lanzafame went through the financial numbers which showed that we were facing a large deficit and that we have to put payables in "pay by priority" until cash flow can catch up. Mr. Lanzafame suggested that we talk through all of the agenda items before we made any decisions on the budget so a discussion ensued. Mr. Lanzafame pointed out that there were two proposals on the agenda that include sole source repairs of our two most needy levees. Even though money was tight, it was necessary to move the balance of the stockpiled dirt material into place on the Sacramento River and to repair the damaged levee in Honker Bay. Though cash flow was tight, Wetland Construction submitted a proposal that would allow the district to pay for the invoices over an extended time period. An hourly rate contract was submitted by Wetland Construction and proposal 1 and 2 on the agenda were discussed. At that point Mr. Lanzafame expressed concern that we should discuss whether we should stop pumping since the money used for pumping would be better served by investing in the levee repairs. A discussion ensued about the merits of pumping versus the merits of repairing and the group wavered between shutting down the pumps, keeping them going, contributing private funds to continue the pumping. It was also pointed out by Mr. Thomas and Mr. Confetti and Mr. Cain that we had previously approved the expenditure of \$30,000 for pumping and that we should fulfill that commitment. The discussion included the need to place plastic and sandbags on the recently repaired Sacramento Levee before winter which was estimated to be about \$10,000. Mr. Thomas moved that we approve \$60,000 to approve proposal 1 and 2 and Sandbagging. Mr. Lanzafame stated that sandbagging money was not included on the agenda and that we are asking for free CCC labor and materials. Knowing that we might not be able to afford all of the above a motion was made by Mr. Thomas and seconded by Mr. Linscheid that we approve Proposal 1 and 2 and to allocate funds for sandbags and labor. With a roll call vote the proposals were passed. Mr. Confetti suggested that we should try to sandbag with volunteer labor since money was so tight. Mr. Lanzafame said he would arrange that and also that there was a still chance we could get a CCC crew to help.

**Item 10: Assessment Increase:** Everyone at the meeting seemed to agree that we need to raise assessments and Mr. Thomas thought we should just go ahead and hire SCI consulting. Mr. Confetti stated that we may have to do public bidding to award a contract. Mr. Lanzafame suggested that two members of the board reach out and discuss the merits of engaging with SCI consulting to help us approve an assessment increase. Mr. Thomas and Mr. Confetti agreed to reach out to SCI and to invite them to our next meeting to make a presentation and to decide on whether we should hire them to help us increase assessments. In the meantime, Mr. Lanzafame would look into public bidding requirements for consulting work.

**Item 8: Status of lower levee Concord/Spinner.** Mr. Confetti stated that there was no response from his letter to Pat Drudge from Spinner Island in regards to communicating better and to encourage them to get their missing flood gate repaired.

**Item 9 Changing the lock code.** After discussion and consensus, it was agreed that we should change the gate lock on March 1, 2024 so that there would be less confusion during the duck season. Mr. Confetti had to leave at this point.

**Item 2 approval of minutes:** Mr. Dinelli asked to approve minutes of the minutes of October 14, 2023 and a motion was made by Linscheid and seconded by Steve Thomas and seconded and approved unanimously by roll call vote.

Mr. Todd Clark of the Concord Club made a comment that when it comes to public agencies; we must always make sure that we do not bend the rules of spending public money. These comments came in response to some members who were trying to come up with a way to loan the district funds to continue pumping. Mr. Lanzafame agreed with Mr. Clark's comments but said he would look into various legal ways for private landowners to contribute to pumping costs if necessary.



# **Reclamation District No. 1607**

**VAN SICKLE ISLAND-SOLANO COUNTY, CALIFORNIA**

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At 6:42 Mr. Dinelli called for a motion to adjourn the meeting. Mr. Linscheid so moved and Mr. Thomas seconded and all board members approved the motion. Mr. Confetti had to leave the meeting before the unanimous roll call vote of the other board members.

Draft

**RD 1607 Treasurer's Report 2.14.2024**  
**Known Expenses Through 6/30/24**

**Cash and Bank Accounts**

County Fund Cash	\$	20,398.93
DWR Advance 5 year Plan advance reserve	\$	(10,966.51)
Wells Fargo Checking Cash	\$	3,025.72

**Total Available Cash 12.6.23** **\$ 12,458.14**

Assessments Receivable	\$	23,469.89
Less Delinquent Accounts over 60 days	\$	(11,161.00)
Call 247 4/1/24-6/30/24	\$	24,697.40
<b>Expected Funds 3/31/24</b>	<b>\$</b>	<b>49,464.43</b>

**Current and Past Due Payables**

Balance Owed to Dutra for Sacramento material	\$	15,000.00
Administration and project inspections 7/1-12/31*	\$	18,573.80
Time Warrant interest Due July 1, 2024	\$	4,200.00
Pay Off Time Warrant 1 and 2 Past Due 1/1/24	\$	20,000.00
Honker Unpaid from 1/25/24-2/24/24 estimate	\$	2,817.13
Riverdog Unpaid Pumping through 1/31/24**	\$	12,849.50
SRCD Permit RGP3 Due January 2024	\$	9,928.00
MBK unpaid invoices	\$	67,406.95
Engineering Not Billed Yet	\$	5,000.00
Wetland Construction Recent Repairs	\$	46,795.00
2022-2023 Audit	\$	7,000.00
Misc	\$	5,000.00
<b>Total Expenses</b>	<b>\$</b>	<b>214,570.38</b>

**Net Balance Deficit 2.19.24** **\$ (165,105.95)**

\* Chris Lanzafame labor, reimbursements and boat/atv

\*\* pumping cost subject to adjustment for district share

**Expected Revenues**

2022-2023 Subventions Reimbursement 5/15/2024	\$	100,000.00
July 1 Call 148	\$	24,697.40
October 1-December 31	\$	24,697.40
<b>Expected Revenue through 12/31/2004</b>	<b>\$</b>	<b>149,394.80</b>

**RD 1607 – VAN SICKLE ISLAND**  
**Preliminary Timeline for Ballot Proceeding for a Benefit Assessment**

Tentative Dates	Work Plan	Responsible Party
Mar 29 '24	Draft Engineer's Report and ballot documents District & legal counsel review of balloting documentation	SCI, District & Legal Counsel
Apr 6 '24	Board of Trustees meeting at Montezuma Club at 11:00 am ➤ Approval of Engineer's Report and Resolutions (ordering the mailing of ballots and approving Proposition 218 procedures)	SCI
Apr 10 '24	Mail assessment ballots (ballots must be out for at least 45 days)	SCI
Jun 1 '24	Board of Trustees Meeting & Public Hearing at Montezuma Club at 11:00 am ➤ Close balloting period ➤ Conduct ballot tabulation of ballots received ➤ Approval of Resolution announcing ballot results and ordering the levy of assessments ( <i>if measure passes 50%+1</i> )	SCI & District
August 10 '24	Optional: Submittal of assessment levy roll to Solano County Auditor for collection on 2024-25 tax bills	SCI