REGULAR MEETING OF THE BOARD OF

THE BETHEL ISLAND MUNICIPAL IMPROVEMENT DISTRICT

BETHEL ISLAND, CALIFORNIA

3085 STONE ROAD

BETHEL ISLAND, CALIFORNIA

DATE: JANUARY 11, 2024

The Bethel Island Municipal Improvement District met in regular session located at 3085 Stone Road, Bethel Island, CA at 6:00 p.m. Upon roll call, the following were found to be present: Directors: Anthony Berzinas, Bruce Smith, Tom Knorr, Jr., and Lisa Kirk. District Manager Regina Espinoza, and Attorney Dave Larsen were also in attendance.

Director Rama joined the meeting at 6:04pm.

2. BOARD DISCLOSURE OF POTENTIAL APPEARANCES OF CONFLICTS OF INTEREST

President Smith and Director Berzinas stated they would recuse themselves if there was a vote on the Bethel Island Flooding and Remediation Mitigation Project under Item 8A(i)(a) because of the project being within 500 feet of their house. Director Knorr Jr., Director Kirk and Director Rama had no conflicts.

The Board adjourned to Closed Session.

3. CLOSED SESSION

Public Employee Discipline/Dismissal Release per Government Code §54957

The Board resumed open session at 6:15pm.

4. REPORT OUT OF CLOSED SESSION

Attorney Dave Larsen stated the Board approved the settlement agreement for the Title of Levee and Drainage Foreman and the vote was unanimous.

5. ELECTION OF OFFICERS

A motion was made by Director Berzinas and seconded by Director Kirk to nominate Director Knorr, Jr. for Board President. The vote showed five directors in favor. Motion carried.

A motion was made by President Knorr, Jr. and seconded by Director Kirk to nominate Director Berzinas as Vice President. The vote showed five directors in favor. Motion carried.’

Director Kirk stated she would like to continue being the Board Secretary. There was a consensus of the rest of the Board.

Director Rama stated he would like to continue being the Treasurer. There was a consensus of the rest of the Board.

Director Smith stated he would like to continue to be on the Project Approval Applications.

Director Berzinas stated according to the rules that the Board Secretary was usually responsible for the review of the project applications.

A motion was made by Director Berzinas and seconded by Director Knorr, Jr. to nominate Director Kirk as primary with Director Smith and Director Berzinas as secondary. The vote showed five directors in favor. Motion carried.

Director Smith stated he would be the primary for the Bethel Island Park Ad-Hoc Committee and Director Knorr, Jr. would remain as secondary. There was a consensus of the rest of the Board.

Director Kirk stated she would like to remain as the primary for the BIMAC/Fire Station Update. Director Berzinas stated he would like to remain as the secondary.

To clarify, a motion was made by Director Berzinas and seconded by Director Knorr, Jr. the following elections: Director Knorr, Jr. will be Board President, Director Berzinas as Vice President, Director Kirk as Board Secretary, and Director Rama as Treasurer. For Director Reports for Project Approval Applications Director Kirk would be the primary with Director Smith as secondary and Director Berzinas as secondary as needed. For Bethel Island Park Ad-Hoc Committee Director Smith as primary and Director Knorr, Jr. as secondary. For the BIMAC/Fire Station Update, Director Kirk would be the primary and Director Berzinas would be secondary. The vote showed five directors in favor. Motion carried.

Director Berzinas and Director Kirk left the meeting at 6:22pm.

6. CONSENT CALENDAR

A. A motion was made by Director Smith and seconded by Director Rama to approve the minutes of the Regular Meeting of December 14, 2023. The vote showed three directors in favor (Directors Berzinas and Kirk were absent). Motion carried.

7. SEPARATE CONSIDERATION OF ANY MATTER(S) REMOVED FROM THE CONSENT CALENDAR

None.

8. ANNOUNCEMENTS

None.

9. PUBLIC COMMENT

None.

10. UNFINISHED BUSINESS

A. UPDATE ON BETHEL ISLAND CULVERT/DRAINAGE/STANDING WATER ISSUES

District Manager Espinoza stated staff had made contact with the County regarding the drainage maps. Staff has received the County’s GIS layers for Bethel Island that went to GEI for review and comparison to see if the County’s information and what BIMID has is correct. The process for now is that BIMID staff will review the map internally and call for field verification with GEI of ditches in question in making the drainage map correct. Then the County will be called in for their field verification. The County will be the last step so that BIMID can tell exactly where their layers are incorrect.

B. UPDATE ON ASSET MANAGEMENT SYSTEM

No update.

C. FIVE YEAR PLAN

No update.

D. COLLABORATIVE FLOOD CONTROL EFFORTS

District Manager Espinoza stated she had spoken with Mr. Chad Davisson from Ironhouse Sanitary District and will meet next week or the week after. They will be working on mutual aid agreements with other entities. At this point it is conceptual to see if they are interested and what the benefits will be for both districts.

Attorney Dave Larsen recommended reviewing the Reclamation District 799 Mutual Aid Agreement to bring it up to date.

E. CONTRA COSTA COUNTY DRAINAGE AND FLOOD CONTROL

i. DISCUSSION OF FLOOD DRAINAGE PROJECT FOR LOCAL HAZARD MITIGATION PLAN FOR BIMID AND RD799 AND POSSIBLE NEIGHBORING DISTRICTS

District Manager Espinoza stated the comments were sent to the County on December 20th as they were due by January 6th. Staff is waiting for comments back from the County consultants.

The public requested to go back to Item 10A drainage issues on Stone Road.

10A. UPDATE ON BETHEL ISLAND CULVERT/DRAINAGE/STANDING WATER ISSUES

Mr. Mark Whitlock stated there are dozens of places on Stone Road that have water coming up through the road. He passed out pictures to the Board. The other picture was a sidewalk at his landlord’s house. This past summer, she had water in her garage for the first time.

Director Smith stated there is a difference between groundwater and seepage.

District Manager Espinoza stated staff could check the piezometers to see where the groundwater is at and to check for the seepage. The road belongs to the County.

There was a discussion putting on the agenda specific items.

Mr. Mark Whitlock stated the title for Item 10A should include seepage (Update on Bethel Island Culver/Drainage/Standing Water/Seepage Issues).

Ms. Lori Castillo stated there is a concern with properties at 3512 through 3494 Stone Road where rock is really needed. She wants to know when rock can be placed at these properties. There have been considerable changes to the levee and its not in the best interest of Bethel Island if the water from the river continues to take material.

District Manager Espinoza stated it will not happen right now because it is the flood season (which begins on November 1 through April 15 depending on the weather conditions). The District is only allowed to do 1,200 linear feet per season. The District can only complete rocking every 100 feet and then skip 100 feet. The next season the District would go back and do the 100 feet that was skipped previously.

After discussion, Director Knorr, Jr. stated when we get to the agenda item for suggestion for future agenda items, he would like rock placement and ditch cleaning added onto the agenda so that it can be discussed in detail.

Ms. Lori Castillo stated she received an email from Tim Jensen of County Flood Control and is having trouble contacting Delta Coves. She asked if BIMID could give him the contact information.

10E(ii). DISCUSSION OF DRAINAGE MAPS RELEASED BY THE COUNTY

Nothing was discussed.

10F. CONTINUED DISCUSSION OF COMMUNITY WARNING SYSTEM

District Clerk Bixby stated she had emailed CWS to find out what the status of the Memorandum of Understanding Agreement was. She also asked about a siren full test and if it could be done with the proper notification to the public.

Director Ramas asked if this matter should be escalated up to Supervisor Diane Burgis’ office. He suggested an email needs to be sent to help facilitate an answer.

President Knorr, Jr. asked District Clerk Bixby to pen a letter to Supervisor Burgis regarding the Community Warning System Memorandum of Understanding and BIMID not getting a response from CWS.

Mr. Mark Whitlock stated he would be happy to help as he has a working relationship with CWS on almost a daily basis.

President Knorr, Jr. stated he appreciated Mr. Mark Whitlock’s help with the matter. He would also like the letter to Supervisor Burgis to be created.

11. NEW BUSINESS

A. DISCUSSION OF REVIVING THE PARK AD-HOC COMMITTEE AND ADDING COMMUNITY MEMBERS TO THE COMMITTEE

District Manager Espinoza stated this item was added from the last board meeting to open it up for discussion. The discussion was to revive the ad-hoc committee and to invite more community members.

President Knorr, Jr. stated he was going to go the next BIMAC meeting as they have a park ad-hoc committee as well. He would like to get as much of the community involved as possible. This would also include inviting the residents of Delta Coves as well.

District Manager Espinoza stated most expenditures are earmarked for specific tasks; levee and drainage and park funds are coming out of the discretionary general fund.

Ms. Lori Castillo stated she will be filling out the Park Permit form for a couple of events that the Chamber is sponsoring and would like BIMID to be a sponsor for those events.

Director Rama stated he would like to get support from Delta Coves and Delta Coves residents.

Mr. Mark Whitlock stated the park ad-hoc committee has been going on for years and sort of waned as the interest dropped off. There seemed to be a lot of interest in the tiles for the Memorial Arch but that also waned. He wanted to clarify that the park was purchased by BIMID and Delta Coves supplied the infrastructure.

Ms. Lori Castillo stated there are clubs that would be interested in participating in the committee to bring new ideas. Also, she had heard that Diane Shipway was involved in getting the park started so perhaps the park could be renamed Shipway Park.

President Knorr, Jr. stated if there is going to be a Park Ad-Hoc Committee he would like the committee to meet on a regular basis. He recommended the committee meet the last Tuesday of every month at 6pm.

District Manager Espinoza stated the Directors that are on the committee are Director Smith and President Knorr, Jr.

Director Rama stated he could have a citizen meeting and it could be reported to the ad-hoc committee to eliminate boardmember participation that could lead to a Brown Act violation.

Attorney Dave Larsen stated that boardmembers could attend as residents but only participate during public comment if they are not on the committee itself.

B. DISCUSSION OF DELTA COVES SAND STATION

District Manager Espinoza stated this item was also discussed at the last meeting. District Manager Espinoza stated she had discussions with Delta Coves management staff to brainstorm options regarding possible temporary sites for sandbag filling stations. An alternative site sandbag filling station would not include a Delta Coves site, but BIMID property with access on Ranch Lane could be used as a third BIMID sandbag filling station immediately upon Board approval.

President Knorr, Jr. asked if there will be consideration to protect the wooden fence so that the sand would not damage the fence.

Levee and Drainage Supervisor Martins stated smaller piles will be placed so as not to damage the fence. He wanted to remind everyone to bring their own shovels.

12. CONSENT ITEMS – STAFF REPORTS

Reports were available to the public.

A. District Manager Espinoza stated there was no additional information other than what is in the report. There was one thing that happened this week regarding the Park Grant. Staff is working on a scope of work and review on BIMID’s end and then it will go out for bids for the work on the park. Hopefully, the scope will be completed and bids will be completed by the next board meeting.

B. Nothing was discussed.

C. Nothing was discussed.

D. Nothing was discussed.

**A motion was made by Director Knorr, Jr. and seconded by Director Smith to receive and file staff the Staff Reports. The motion showed three directors in favor (Directors Berzinas and Kirk were absent). Motion carried.**

13. DIRECTOR REPORTS

A. TREASURER REPORT

Director Rama stated he is planning on meeting with Ms. Julie Hugel, Financial Consultant to discuss funding for the website.

**Balances as of 12/31/23:**

Checking Account: $808,538.74

Park Account: $2,612.35

House Number Account: $336.02

Delta Coves First Deposit: $108,797.43

Delta Coves Contingency Funds: $2,468,880.45

Delta Coves O & M Funds: $1,176,561.93

LFCF Repairs and Improvements: $96,570.12

LFCF Maintenance: $74,418.72

**Advance Funding from DWR**

Money Market is $50,074.95 (NWS Project)

Money Market is $23,381.27 (HEHE Project)

Money Market is $11,385.01 (HEHE NW Levee Project)

B. BETHEL ISLAND PARK COMMITTEE (AD-HOC)

President Knorr, Jr. stated he and Director Smith have been talking about maintenance issues in the park. There are three of the five pedestal lights that are out and there is one light that is on all the time.

Director Smith asked if staff could look into LED lighting conversion for the pedestal lights.

Ms. Lori Castillo asked if the lights will be moved during the park renovation. She is looking at pole attachments that go on light poles that banners can be hung on and can be changed with the seasons, holidays and special events.

The directors were in consensus that if the Chamber wanted to purchase the pole attachments, BIMID staff could install them.

District Manager Espinoza stated for the Chamber to wait for the park grant scope of work to be sure that everything will still be there.

Mr. Mark Whitlock stated he is talking with the neighbors across the street from the park about a generic “no parking” sign. Ranch Lane is a private street. He hopes to have some information by the next meeting.

Attorney Dave Larsen stated he would check signage laws for private roads.

C. DELTA INTERGOVERNMENTAL WATCHDOG COMMITTEE (AD-HOC)

Nothing to report.

D. SHEETPILE PROJECTS/NON-CONFORMING STRUCTURES (AD-HOC)

President Knorr, Jr. stated the committee had met. Those present were District Manager Espinoza, Mr. Mark Fortner from GEI, and Boardmembers Knorr, Jr. and Berzinas. The discussion was about improving the levee map with elevations and drafting a policy for sheetpile construction for private property owners.

District Manager Espinoza stated it may be subventionable for the mapping of the levee with elevations and cross-sections and could possibly be split up between two years. This can be discussed further during the Mid-Year Budget Review.

E. WEB SITE

Director Rama stated he had intention of coding the website himself but now he doesn’t have the time and staff will have to find an agency to do it.

F. BIMAC/FIRE DISTRICT UPDATE

Mr. Mark Whitlock stated he understood why the fence was put up on Windsweep as it was installed to keep people from fishing off the breach structure. The fence is blocking emergency access to the levee.

District Manager Espinoza asked if this item should be on the next agenda.

The Board requested the item be put on the next agenda.

G. ISLAND EVACUATION SAFETY COMMITTEE (AD-HOC)

Nothing to report.

H. PUBLIC OUTREACH/SOCIAL MEDIA PRESENCE (AD-HOC)

Director Rama stated the website and social platforms will be linked together.

I. DRAINAGE COMMITTEE (AD-HOC)

Nothing was discussed.

14. SUGGESTION FOR FUTURE AGENDA ITEMS

Discussion of Levee Rock and Ditch Cleaning Restrictions.

Discussion of Costs of “No Parking” Signs on Ranch Lane.

Discussion of Chainlink Fence on Windsweep Road Blocking Levee Access.

15. CORRESPONDENCE

None was discussed.

A motion was made by Director Smith and seconded by Director Rama to adjourn the meeting. The vote showed three directors in favor (Directors Berzinas and Kirk were absent). Motion carried.

The meeting adjourned at 8:08 pm.

Submitted by Denece Bixby, District Clerk