

**SPECIAL MEETING OF THE BOARD OF  
THE BETHEL ISLAND MUNICIPAL IMPROVEMENT DISTRICT  
BETHEL ISLAND, CALIFORNIA  
3085 STONE ROAD  
BETHEL ISLAND, CALIFORNIA**

**DATE: JULY 17, 2024**

The Bethel Island Municipal Improvement District met in special session located at 3085 Stone Road, Bethel Island, CA at 6:30 p.m. Upon roll call, the following were found to be present: Directors: Tom Knorr, Jr., Anthony Berzinas, Bruce Smith, and Lisa Kirk. District Manager Regina Espinoza, and Attorney Dave Larsen were also in attendance. Director Vignesh Rama was absent.

**2. BOARD DISCLOSURE OF POTENTIAL APPEARANCES OF CONFLICTS OF INTEREST**

Director 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. Directors Knorr, Jr. and Kirk had no conflicts. Director Rama was absent.

**3. CONSENT CALENDAR**

**A. A motion was made by Director Berzinas and seconded by Director Smith to approve the minutes of the Regular Meeting of June 13, 2024. The vote showed four directors in favor (Director Rama was absent). Motion carried.**

President Knorr, Jr. asked about items in the June 13, 2024 minutes to be addressed at this meeting.

District Manager Espinoza stated some of the items will be discussed at this meeting and any other information the Board requires will be addressed at the next meeting.

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

Nothing was discussed.

**5. ANNOUNCEMENT**

None.

## 6. PUBLIC COMMENT

Mr. Richard Turnage asked the Board for some help with the Fire Department requiring a large water storage container to be located at the front of his property at 4814 N. Stone Road. He wants to come up with another solution by installing a six inch pipe through the levee and down to the front of the property.

President Knorr, Jr. suggested that he meet with staff and submit a Project Application with a drawing for the project and staff will put the item on the agenda for discussion.

Ms. Angela Lowrey stated she is a Board Member for Ironhouse Sanitary District and a liaison for BIMID. She stated the Ironhouse Board voted last night and there will be a new General Manager for Ironhouse Sanitary District whose name is Mr. Jean-Marc Petit. He will be starting on July 22, 2024.

## NEW BUSINESS (CONSULTANT PRESENTATIONS)

7A. District Manager Espinoza stated SCI Consulting is present to discuss the next steps for the next Benefit Assessment for Bethel Island. Attorney Dave Larsen has completed his review of the Consultant Services Agreement and SCI is prepared to sign the agreement.

Mr. John Bliss from SCI gave a brief synopsis of the past ten years of the current assessment which will be expiring in August 2025.

**A motion was made by Director Berzinas and seconded by Director Kirk for the Board President and Board Secretary to sign the Consulting Agreement for the Benefit Assessment for BIMID by SCI Consulting Group. The vote showed four directors in favor (Director Rama was absent). Motion carried.**

Mr. John Bliss next explained the process going forward, which would include two in-person community meetings, two virtual community meetings and ballots mailed out to property owners. This will be decided in the coming months on how to go forward with decisions from the Board on aspects of the Prop 218 assessments. He will send a list so the Board can decide what kind of assessment it will be. The next step will be the timeline.

## 8. UNFINISHED BUSINESS

### A. UPDATE ON BETHEL ISLAND

#### CULVERT/DRAINAGE/SEEPAGE/STANDING WATER ISSUES

District Manager Espinoza stated she wanted to highlight the ditch cleaning that has started for the season. She informed the Board that the

season for ditch cleaning ends on September 1<sup>st</sup> and the season for rocking ends on November 1<sup>st</sup>. She also gave an update on the ditch cleaning for this year.

President Knorr, Jr. asked if there was anything new regarding Stone Road.

District Manager Espinoza stated she hasn't heard anything after the meeting to field verify all the culverts and ditches. They also discussed some solutions for some of the culverts for residents. She hasn't heard anything from the County about additional culverts and drainage inlets.

#### B. UPDATE ON ASSET MANAGEMENT SYSTEM

District Manager Espinoza stated staff has met with Cityworks for a kickoff meeting and there will be another meeting including GEI on July 22nd. After the meeting staff will have a better idea on the timeline and resources needed to move forward.

#### C. FIVE YEAR PLAN

No update.

#### D. COLLABORATIVE FLOOD CONTROL EFFORTS

There was no update.

#### E. CONTINUED DISCUSSION OF HOWARD HOLMES HABITAT MITIGATION SITE AS A SITE FOR A DOG PARK AND COMMUNITY GARDEN (VERBAL UPDATE)

Attorney Dave Larsen stated he has started looking into the issues of having a dog park and community garden at the Mitigation Site. There are five categories that need to be reviewed. (1) Liability – must be policed otherwise BIMID could face liability and could be looked at as a dangerous environment. (2) Wetlands – there are dozens of agencies including State and Federal that regulate aspects of wetlands. (3) Mitigation Site – find out what the conditions are in relation to what the Mitigation Site is to be used as a Mitigation Site or for other purposes. (4) Zoning should be considered. (5) Property Lease – there is a section of the property that is leased for cattle grazing and could be considered a liability.

Director Smith stated it looks like the wetlands are going to be the biggest issue.

Director Berzinas stated there are no staff that patrol other dog parks. There are companies that maintain the dog park and there are a list of dog park rules that are posted in several places.

Attorney Dave Larsen stated if this was in a different location it would be much simpler.

President Knorr, Jr. stated there were Measure X funds available for dog parks and community gardens. The Park Committee is only exploring possible locations.

There was a discussion on the process of Measure X funding.

This item will be placed on the agenda for August for further findings and discussion.

## 9. NEW BUSINESS

### A. DISCUSSION OF ORDINANCE 22 RELATED TO PARKING AND OTHER PARK ISSUES

Attorney Dave Larsen stated he was looking for direction from the Board on how to proceed with the parking issue on Ranch Lane. Ordinance 22 will need to be updated to include parking at the park. The other issue is fire concerns in the park.

Director Berzinas pointed out Section 3 Motor Vehicles within Parks, paragraph C, it should include the California Vehicle Code (CVC).

There was a discussion on the specific parking issues.

Director Berzinas stated the Vehicle Code should be referenced in the Ordinance, along with the time (2am to 6am) of no parking.

After discussion it was agreed the Vehicle Code 22507.5 should be referenced in Ordinance 22 under Section 3 C.

Attorney Dave Larsen asked about having fires in the park.

The Board stated they didn't want to have any fires in the park.

President Knorr, Jr. asked if the no parking signs can be installed now.

Attorney Dave Larsen stated the signs could be installed but won't be enforceable until the Ordinance has been restated.

District Manager Espinoza stated that USA has been notified, after that the signs could be installed.

Levee and Drainage Superintendent Martins asked if the two signs that the Fire Department put up, should be taken down as there isn't any Fire Department across the street from the park anymore.

President Knorr, Jr. stated there needs to be something to allow emergency vehicle access.

Director Berzinas asked if there is any kind of agreement that states who is responsible for the road maintenance.

Attorney Dave Larsen stated there is a statute that states if there is no agreement, this is what happen.

Director Berzinas asked for the statute to be included in next meetings agenda packet.

#### B. DISCUSSION AND CONSIDERATION OF BETHEL ISLAND COMMUNITY CLEAN UP DAY

District Manager Espinoza stated she was hoping to have the agreement from the County Counsel for the meeting but hasn't received it yet.

#### C. DISCUSSION AND CONSIDERATION OF ARROWHEAD TOWING SERVICE FOR PARK

District Manager Espinoza stated staff met with Arrowhead Towing. BIMID has a template for agreements.

Attorney Dave Larsen stated with Arrowhead Towing it is not entirely applicable to BIMID. He will put it in our template and return it to the Board for approval.

#### D. DISCUSSION AND CONSIDERATION OF ADDING A SIGN IN THE PARK AND BANNER FOR SPECIAL EVENTS

District Manager Espinoza stated the proof was supplied by a resident to be shown at park events to let everyone know that BIMID maintains the park.

Director Berzinas stated the sign was supposed to have a QR code for donations. The sign would state that BIMID does not collect tax dollars for park maintenance. In order for BIMID to take donations through a QR code, does BIMID have to have a non-profit 501(3)c. The banner would only include Event Sponsored by BIMID with the logo and contact information. The QR code would be for the permanent sign.

There was a discussion on who could set up the non-profit to accept donations for the park. It can't be BIMID.

Director Kirk stated this should be handled by the Park Standing Committee.

District Manager Espinoza stated it would cost about \$85 for the reinforced banner.

Director Berzinas pointed out the word "sponsored" implies BIMID is funding the event.

District Manager Espinoza suggested using "supported" instead.

The Board was in agreement with "supported" and not "sponsored".

#### E. DISCUSSION AND CONSIDERATION OF CREATING A PARK STANDING COMMITTEE

There was a discussion on whether to dissolve the Park Ad-Hoc Committee and create a Park Standing Committee or to convert the Ad-Hoc Committee to a Standing Committee.

District Manager Espinoza stated the committee can be converted but the members will need to be appointed.

Director Knorr, Jr. stated he and Director Smith will be on the standing committee.

**A motion was made by Director Kirk and seconded by Director Berzinas to create a Bethel Island Park Standing Committee to replace the existing Bethel Island Park Ad-Hoc Committee. Directors Knorr, Jr. and Director Smith will still be on the Standing Committee. The vote showed four directors in favor (Director Rama was absent). Motion carried.**

President Knorr, Jr. had a question on how to add members to the standing committee. The answer was members will need to be appointed.

Director Berzinas stated the members of the standing committee will need to come to the next meeting to be appointed. He asked if there should be a limit of members on the committee.

It was agreed by the Board to have five people on the committee. Two Board members and three community members.

**As amended, there will be five members on the committee, two Board members and three community members. The vote showed**

**four directors in favor (Director Rama was absent). Motion carried.**

10. CONSENT ITEMS – STAFF REPORTS

Reports were available to the public.

A. District Manager Report Update on Goals, Strategies, Problem Areas, Work Completed

District Manager Espinoza stated there have been reports of thefts and vandalism at the Delta Coves Pump Stations 1, 2 and 4 and staff is looking into securing those locations. Staff has received quotes for security systems that are very expensive. The quotes will be on the August 8<sup>th</sup> agenda. Batteries have been stolen, generator panels have been vandalized and locks have been cut. Further steps can be discussed at the August meeting.

Director Berzinas asked if BIMID owns the land. If BIMID doesn't own the land, then Delta Coves might be responsible for hardening the sites.

District Manager Espinoza stated rocking work notices are set to go out next week to the affected residents from 3170 to 3724 Stone Road. Rocking will begin the second week of August.

B. Levee Superintendent Monthly Report of Work Performed  
Nothing was discussed.

C. District Clerk Monthly Report of Work Performed

District Clerk Bixby stated the filing period for the upcoming Board seat election is July 15, 2024 through August 9, 2024 no later than 5:00pm.

D. Report of Monthly Work to be Performed  
Nothing was discussed.

**A motion was made by Director Berzinas and seconded by Director Kirk to receive and file the Staff Reports. The motion showed four directors in favor (Director Rama was absent). Motion carried.**

11. DIRECTOR REPORTS

A. TREASURER REPORT

**Balances as of 6/30/24:**

Checking Account: \$256,120.27

Park Account: \$2,451.88

House Number Account: \$336.02

Delta Coves First Deposit: \$534,967.31

Delta Coves Contingency Funds: \$2,481,216.62

Delta Coves O & M Funds: \$1,118,777.90

LFCF Repairs and Improvements: \$504,137.06  
LFCF Maintenance: \$127,031.19

**Advance Funding from DWR**

Money Market is \$0

(NWS Project)

Money Market is \$11,399.21

(HEHE NW Levee Project)

**B. BETHEL ISLAND PARK COMMITTEE (AD-HOC)**

President Knorr, Jr. stated the last time the committee met, they were in agreement to leave the grant structure as it stands and to move forward. The committee has some information as they have reached out to solar providers, security, sound equipment, and construction for the stage improvement. The committee is ready to help or provide assistance.

President Knorr Jr. read from the minutes of the last meeting and noted that the need for a Board vote to update forms and allow the park committee to get information to residents.

Director Smith stated there would be improvements to the commemorative arch to include a concrete semi-circle for a flagpole and recognition for the various military services.

President Knorr, Jr. stated there needs to be a Board vote to allow boat gardens to be created and installed along the perimeter of the park. The boats will be placed in areas where there are already sprinklers.

Director Berzinas asked what kind of foundation will be used to stabilize the boats. They can't just be placed on the dirt. For him to approve the planters, there would need to be a structure to ensure that the planters can't be moved. They need to be anchored to a concrete footing as there is safety concerns.

**C. DELTA INTERGOVERNMENTAL WATCHDOG COMMITTEE (AD-HOC)**

Nothing to report.

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

Nothing to report.

**E. WEBSITE**

Nothing to report.

**F. BIMAC/FIRE DISTRICT UPDATE**

Nothing to report.



G. ISLAND EVACUATION SAFETY COMMITTEE (AD-HOC)

Nothing to report.

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

Nothing to report.

I. DRAINAGE COMMITTEE (AD-HOC)

Nothing to report.

12. SUGGESTION FOR FUTURE AGENDA ITEMS

Discussion and Consideration of Bethel Island Clean Up Day Agreement  
Update Ordinance 22 to include parking and no fires allowed  
Appoint members to Bethel Island Park Standing Committee

13. CORRESPONDENCE

None was discussed.

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

The meeting adjourned at 9:13pm.

Submitted by Denece Bixby, District Clerk