

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

DATE: MAY 8, 2025

The Bethel Island Municipal Improvement District met in regular 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 Vignesh Rama. District Manager Regina Espinoza, Mike Mirmazaheri and William Link from GEI were present. Director Kirk was absent.

2. BOARD DISCLOSURE OF POTENTIAL APPEARANCES OF CONFLICTS OF INTEREST

Directors Smith and Berzinas stated they would recuse themselves if there was a vote on the Bethel Island Flooding and Remediation Mitigation Project under Items 7A and 8A(i)(a) because of the project being within 500 feet of their homes. Directors Knorr, Jr. and Rama had no conflicts. Director Kirk was absent.

3. CONSENT CALENDAR

A. A motion was made by Director Berzinas and seconded by Director Smith to approve the minutes of Special Meeting on April 7, 2025. The vote showed four directors in favor (Director Kirk was absent). Motion carried.

B. A motion was made by Director Berzinas and seconded by Director Smith to approve the minutes of Regular Meeting on April 10, 2025. The vote showed four directors in favor (Director Kirk was absent). Motion carried.

C. A motion was made by Director Berzinas and seconded by Director Smith to approve the minutes of Special Meeting on April 15, 2025. The vote showed four directors in favor (Director Kirk was absent). Motion carried.

D. A motion was made by Director Berzinas and seconded by Director Rama to authorize the Board President and Board Secretary to sign the BAC \$100,000 Line of Credit/Loan documents. The vote showed four directors in favor (Director Kirk was absent). Motion carried.

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

There was a discussion on having agenda item four be agenda item three so that the items as part of the Consent Calendar can be discussed prior to the Consent Calendar items. It was a consensus of the Board to ask the question if there are any items to be removed from the Consent Calendar before consideration of the consent items.

5. ANNOUNCEMENT

None.

6. PUBLIC COMMENT

Mr. Mark Whitlock stated he has a question on Agenda Item 11A regarding the Clean Up Day Agreement and would like to discuss when that item comes up.

7. NEW BUSINESS (CONSULTANT PRESENTATIONS)

A. UPDATE ON BETHEL ISLAND FLOODING AND REMEDIATION MITIGATION PROJECT

Directors Berzinas and Smith left the room for the discussion.

President Knorr, Jr. moved Agenda Item 8A to be also included at this time.

Mr. Mike Mirmazaheri gave an update on the project and introduced Mr. William Link who was in attendance. Mr. Mike Mirmazaheri stated back in 2020, the FEMA grant was awarded for doing a drainage study on Taylor Road. This also included CEQA documents and a Mitigated Negative Declaration. GEI has also prepared 60% of the design drawing for the project. Permit applications have not been filed as it is unknown when the construction dollars will be available. Permits have expiration dates and conditions on the ground change. FEMA notified them last year that the documentation was in order and agreed to go through the final process and to get ready for construction. The project was awarded for approximately \$800,000. Seventy-five percent (75%) of the project is funded by the grant and BIMID pays twenty-five percent (25%) of the costs of the project. The project is split up into three phases. The first phase is burying pipe on the south side of Taylor Road to the 15hp pump station. The second phase is the pump station improvement to the 100 year flood which includes raising the pump station and adding another pump. The third phase is on the north side of Taylor Road. The plan is to go to bid on the first phase soon. It is still unknown if the grant will still be available as other projects have been cut. At this time, they are continuing with the first two phases. At this time, GEI is working on getting permits from Fish & Wildlife and working with PG&E to get the

electrical meter relocated. The north side of Taylor Road is on hold to see how much funds will be left.

Mr. Will Link summarized the project. The design drawings are completed for phase one and two and will be going out to bid this month and go into construction next year.

President Knorr, Jr. stated the Board will need to have a lengthy discussion on phase three of this project.

There was a discussion on the project.

Directors Berzinas and Smith rejoined the meeting.

B. UPDATE ON EMERGENCY RESPONSE GRANT NO. 3

Mr. Chris Lauritzen, Director Ironhouse Sanitary District stated Ironhouse and RD 830 have received funds for emergency supplies but have not received the items yet. He suggested that BIMID let Ironhouse know what supplies BIMID has and Ironhouse will do the same and resupply if used in an emergency.

Mr. Mike Mirmazaheri gave an update on the project which included purchase of flood fighting supplies and creating an Emergency Operations Cent (EOC). The EOC would include a pad elevated at or above 100-year flood elevation located on BIMID property along Bethel Island Road; include parking; equipment storage and a command center building of approximately 1,500 square feet. The project is \$1.2 million. There are three phases for the project. First is to build an elevated pad providing about 10,000 square feet for the proposed EOC, parking, and covered equipment storage. Second is to install or build a building to meet the EOC requirements. Third is to install water, septic and electrical.

Mr. Will Link stated for the EOC building there will be a kitchenette, bathrooms, printing/storage room, three offices, a conference room and a large gathering area for emergency personnel. This is the initial concept. They will be working with the County to obtain the necessary permits which include an encroachment permit; septic permit; grading permit; and building permit.

There was a discussion on the project and its use.

C. UPDATE ON PARK GRANT

Mr. Will Link gave an update on the park grant. The grant will include: shade structure placed over the stage (18' x 22'); solar to be placed on top of the shade structure; security cameras to be mounted on the

existing light posts; and half a basketball court to be located in the center of the park. The advertising for bids will go out this month. They are optimistic that construction will start this year. There will be one general contractor for the whole project.

Director Berzinas asked for a copy of the site plan.

8. UNFINISHED BUSINESS

A. UPDATE ON BETHEL ISLAND

CULVERT/DRAINAGE/SEEPAGE/STANDING WATER ISSUES

President Knorr, Jr. stated he asked for a report from the last ten years of ditch cleaning. He would like more details in the report. There should be a legend referring to the equipment, a map showing the ditches, and a detailed description of the work performed with location.

Director Berzinas asked for locations GPS with a start and stop point and what was done in the ditch (i.e. muck out the ditch, muck out and reshaping the ditch, etc.). Drop down menus need to be added into the asset management system so that the reporting will be consistent.

Assistant Levee and Drainage Superintendent Garcia explained how the ditches are recorded in the asset management program in one hundred foot sections.

There were no updates on Taylor Road or Stone Road.

8B. ASSET MANAGEMENT SYSTEM UPDATE

District Manager Espinoza stated the asset management program just went live on April 30th. Staff have already entered a lot of work orders and service requests. Anything that comes into the office as in questions or issues with the levee is entered as a service request. She explained how a service request could become a work order, but also a work order can be created out in the field.

Assistant Levee and Drainage Superintendent Garcia demonstrated how the Cityworks asset management system works.

Director Smith left the meeting at 9:01pm.

8C. ASSESSMENT DISTRICT UPDATE

District Manager Espinoza stated two virtual question and answer sessions have been set up for later in May. She has changed the format, and it will not be a board meeting, just a question and answer session with GEI Consultants, SCI Consulting Group and some BIMID staff. The dates are

May 21, 2025 from 6:00pm to 7:00pm and May 27, 2025 from 1:00pm to 2:00pm.

Director Berzinas stated he had just received his ballot Tuesday because of it going to a street address on Bethel Island. Everyone knows that Bethel Island must go to the post office to get their mail. There is no home delivery. There were approximately 47 ballots that were returned due to wrong addresses or insufficient addresses.

9. IN PROCESS AND NO DISCUSSIONS

A. DISCUSSION OF 5 YEAR PLAN

Nothing was discussed.

10. NEW BUSINESS

None.

11. 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 the item Mr. Mark Whitlock had a question on was the Clean Up Day contract and when was it going to be finalized and sent to Mr. Stephen Griswold from Supervisor Diane Burgis office. District Manager Espinoza has asked Attorney Dave Larsen to prioritize the agreement and get it back to the county. It should be about two weeks.

District Manager Espinoza stated the security system has been installed. GEI is working on the engineering studies conducted on the levee and a presentation will be scheduled once the studies are completed. There will be a need to address staffing levels in the upcoming budget.

Director Berzinas asked about the status of the dump truck and the final numbers.

District Manager Espinoza stated it has come back from the shop. Staff will include the numbers at the next meeting.

B. Levee Superintendent Monthly Report of Work Performed

Nothing was discussed.

C. District Clerk Monthly Report of Work Performed

Nothing was discussed.

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

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

12. DIRECTOR REPORTS

A. TREASURER REPORT

Balances as of 4/30/25:

Checking Account: \$646,277.65
Park Account: \$3,661.74
House Number Account: \$336.02
Delta Coves First Deposit: \$643,292.79
Delta Coves Contingency Funds: \$2,730,301.01
Delta Coves O & M Funds: \$1,155,514.42
LFCF Repairs and Improvements: \$608,112.42
LFCF Maintenance: \$243,025.74

Advance Funding from DWR

Money Market is \$74,129.58 (HEHE NW Levee Project)

B. BETHEL ISLAND PARK COMMITTEE (STANDING)

Nothing was discussed.

C. SECURITY SYSTEM COMMITTEE (AD-HOC)

Nothing was discussed.

D. DELTA INTERGOVERNMENTAL WATCHDOG COMMITTEE (AD-HOC)

Nothing was discussed.

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

Nothing was discussed.

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

Director Rama stated he is waiting on sending out the Request for Proposal for the website.

President Knorr, Jr. asked about a component on the website that property owners can request riprap.

Director Berzinas asked if there was a way for a levee request form to be able to create a work order on the asset management system.

G. BIMAC/FIRE DISTRICT UPDATE

Nothing was discussed.

H. ISLAND EVACUATION SAFETY COMMITTEE (AD-HOC)

Nothing was discussed.

I. DRAINAGE COMMITTEE (AD-HOC)

Nothing was discussed.

13. SUGGESTION FOR FUTURE AGENDA ITEMS

Discussion and Approval of an Estimate for Tree Trimming in the Park

14. CORRESPONDENCE

None was discussed.

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

The meeting adjourned at 9:20pm.

Submitted by Denece Bixby, District Clerk