



**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
BIOLA COMMUNITY SERVICES DISTRICT
October 19, 2023**

The Board of Directors of the Biola Community Services District met for its Board Meeting on October 19, 2023 at the Biola Community Center, Biola, California.

The following were present:

Board of Directors:

Jennifer Duarte, President
Kirk Ramos, Vice President
Martha Madera, Board Treasurer
Carlos Rodriguez, Board Secretary
Reyes Lozano, Board Member

Staff: Staff is present.

Public:

Josh Rogers, Natalia Meza, Jose Meza, Phillip Cervantes

Call to Order

Board Chair calls the meeting together at 6:01 p.m.

Item 1.0 –Public Comment

The following people made a public comment:
Natalia Meza (Board comment) and Philip Cervantes (update on street light project; outcome on the CDBG advisory committee meeting).

Item 2.0 – Consent Calendar

2a. Approval of Regular Meeting Minutes dated September 21, 2023

A motion is made to approve the regular meeting minutes.

MSC Lozano/Madera 5 ayes

2b. Approval of Financials ending September 30, 2023

Board member Madera reports that in early October, the District needed to transfer \$50,000 from the County account to our CVCB account, and this transaction will be reflected in next month's financial statements.

A motion is made to approve the consent calendar.

MSC Madera/Lozano 5 ayes

AGENDA ITEM

NEW BUSINESS-

Item 3.0 – Discussion and Consider Approval of CDBG Project No. 21032 Biola Groundwater Recharge Agreement

Joshua Rogers, Yamabe and Horn Engineering Engineer, states this item is to approve an agreement for Fresno County for Groundwater Recharge Project. The agreement before the Board is for the \$300,000 in funding to expand the existing 2-acre basin to 5 acres and additional fencing. The expected completion date for the construction of this project is set for December 2024. While the selection of a CDBG Engineer is still pending, the general manager will ensure the Board remains updated on all developments related to this project.

A motion is made to approve the CDBG Project No. 21032 Biola Groundwater Recharge Agreement (Resolution 2023-11).

MSC Madera/Rodriguez 5 ayes

Item 4.0 - Discussion and Consider Approval of Contract with Carbajal Landscaping for District Landscaping Services

Elaine Cervantes, General Manager states all terms in the previous landscaping contract will remain unchanged, with the sole modification being an increase in the monthly rate amount to \$1,250.

A motion is made to accept the Contract with Carbajal Landscaping for District Landscaping Services.

MSC Madera/Lozano 5 ayes

Item 5.0- Consider Approval of the District’s General Manager Employment Agreement

Board President Duarte has indicated that this item is not ready and has been postponed to a forthcoming board meeting, with no specific date scheduled at this moment.

This agenda item has been tabled.

Item 6.0- Discussion to Consider Moving Forward with the Prop 218 District Water Rate Increase

Elaine Cervantes, the General Manager, discussed the need to increase the District's revenue in a recent meeting with the Board Chair and Treasurer. She proposed implementing a Proposition 218 Water Rate Increase, which is the first step in the process. The last rate increase was in 2014, setting the rate at \$33.00 for 20,000 gallons. GM Cervantes strongly recommends conducting a comprehensive analysis study before proceeding. Board Secretary Rodriguez and Board Treasurer Madera also provided input on this matter.

The following people made a public comment: Phillip Cervantes.

The Board has directed the staff to start a Request for Proposals (RFP) process to find a consultant for an assessment. Afterward, the General Manager will present a report to the Board for their review and decision.

Item 7.0- Discussion and Consider Approval to Proceed with the Painting and Illumination of the Biola Water Tower Situated on Polycell's Premises

The Board Secretary, Mr. Rodriguez, presents a status report regarding Unwired, the company in charge of maintaining and painting the water tower with the existing antenna. BS Rodriguez suggests collaborating with Polycell to paint “Biola” on the tower and explore the possibility of illuminating it. Vice Chair Ramos also provided input on this matter.

The following people made a public comment: Natalia Meza

No action or direction required.

Item 8.0- Board Member Communications

- **Board Treasurer Madera-** received phone call about the Districts' 5 Acres. The suggestion is to remove the grape vines earlier to prevent them from growing further and getting tangled on the wires. The projected cost for removal is \$6,000. The Board direction is to include it on the upcoming agenda for discussion.

Item 9.0- Staff Reports

- General Manager, Elaine Cervantes, summarizes the staff report.

CLOSED SESSION NONE

Item 10.0- ADJOURNMENT 6:39PM


The next regular meeting of the Board of Directors is Thursday, November 16, 2023.

At 6:39 p.m. on October 19, 2023 the Meeting of the Board of Directors was adjourned.

I, Carlos Rodriguez, Board Secretary to the Board for the Community of Biola, do hereby declare under penalty of perjury that the above Minutes are a true report of all action minutes taken at the Regular Board of Directors meeting held on October 19, 2023 at the Biola Community Services District, 4925 N. 7th Street, Biola, CA 93606.

Approved:

11-16-23
Date


Carlos Rodriguez, Board Secretary

**NEXT MEETING OF THE BOARD OF DIRECTORS
November 16, 2023 – Regular Meeting, Biola, CA**