



Biola Community Services District

Regular Meeting – Board of Directors
January 16, 2025
Biola Community Center, 6:00 P.M.
4925 N. Seventh Street
Biola, CA

A regular meeting of the Board of Directors of Biola Community Services District is hereby scheduled for Thursday, January 16, 2025 at the District’s office located 4925 N. Seventh Street, Biola, CA 93606 at 6:00PM. Pursuant to the District’s Bylaws and Rules of Order, this Notice of Regular Meeting shall be delivered to each Director and not less than 72 hours in advance of the meeting and posted in the locations specified and at the District Office.

AGENDA

OPENING CEREMONIES - 6:00 P.M.

Call To Order

Roll Call

Kinverly Suarez- Board President & Board Secretary
Eugenio Gutierrez – Vice President
Carlos Rodriguez- Board Treasurer
Jennifer Duarte- Board Member
Vacancy- Board Member

Pledge Of Allegiance

AGENDA ITEMS

Recommended Action

1. PUBLIC COMMENT

This portion of the meeting is reserved for members of the public wishing to address the Board on any matter within the Board’s jurisdiction including items on this Agenda. Comments from the public shall not exceed three (3) minutes unless the time limit is changed by the board president. Multiple comments on the same topic will be limited to a total of 15 minutes. Speakers will be asked, but are not required, to identify themselves and state the subject of their comment. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Board is prohibited by law from taking any action on matters not on the agenda, and no adverse conclusion should be drawn if the Board does not respond to public comment at this time.

Any documents needed to be presented to the Board of Directors as a handout will only be accepted if handed to the Board Clerk for disbursement.

2. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be approved as one item by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the Board may request an item be removed from the Consent Calendar before action is taken and the item(s) will be considered separately.

(a) Approval of Regular Meeting Minutes

Motion to Approve

Dated December 19, 2024

(b) Approval of Financials

Ending December 31, 2024

NEW BUSINESS

**3. Update on Lead and Copper Rule Revisions (LCRR):
Submission of Lead Service Line (LSL) Inventory to
the State**

Information

Randy Johnson, Biola Water Operator, MVES

**4. Review of General Plan Executed by Fresno County
Department of Public Works and Planning**

Information

Anton Kremer, Planner

**5. Approval of Resolution 2025-01 2025 Signers for
District's Central Valley Community Bank
Account**

Motion to Approve

Elaine Cervantes, General Manager, Biola CSD

**6. Discussion of Proposed Amended BCSD Board of
Directors Bylaws**

Information

Elaine Cervantes, General Manager, Biola CSD

7. Status Update on Board of Directors Vacancy

Information

Elaine Cervantes, General Manager Biola CSD

8. Board Member Communications

Information

This is an opportunity for any Board member to make an announcement, report briefly on their activities, or ask a question for clarification related to matters within the Board's jurisdiction.

9. Staff Reports

Information

Attached is District's Staff reports.


10. ADJOURNMENT

The next regular meeting of the Board of Directors is Thursday, February 20, 2025.

Note: The agenda items may not be presented in the order they are listed. Materials related to an item on this agenda that are public documents and are submitted after distribution and posting of the agenda are available for public inspection at the District's office at 4925 N. Seventh Street Biola, CA 93606, during normal business hours. Documents that are public documents provided by others during a meeting will be available at the same location during business hours after the meeting. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District at (559) 843-2657 at least 72 hours prior to the meeting to enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Date 1-10-25


Eugenio Gutierrez – Board Vice President


Marisol Camacho – Board Clerk



AGENDA ITEM: 2a

MEETING DATE: January 16, 2025

Biola Community Services District
Minutes of the
Board of Directors
Regular Board Meeting December 19, 2024
6:00p.m.

The Board of Directors of the Biola Community Services District met for its Regular Board Meeting on December 19, 2024 at the Biola Community Center, Biola, California.

At 6:02 Mayor Maria Pacheco of Kerman was present at the meeting and administered the oath of office to the newly elected board members, Kinverly Suarez and Eugenio Gutierrez. Following the administration of the oath, both Kinverly Suarez and Eugenio Gutierrez were officially sworn in and assumed their roles as board members.

Directors present: **Jennifer Duarte, President**
Carlos Rodriguez, Vice President
Eugenio Gutierrez, Board Member
Kinverly Suarez, Board Member

Directors absent: **None, (1) Vacancy**

Staff Present: **Present**

Public present: Maria Pacheco, Juana Hernandez, Maria Mondejar, Chelan Sheperd, Lucrecia Soriano, Maria G Carbajal, Maria M. Cruz, Adela Lozano B., Manuel Villarreal, Amelia Ponce, *Illegible*, Horacio Carbajal, Demecio Flores, Luisa Haro, Imelda Zarate, Joana Santos, Soledad Lopez, Maria D. Soto, Natalio Vasquez, Mercedes Ramos, *Illegible*, Hilario B., Matiana Venevos, Fernando, B., Maria Diaz, Joel Matias, Phillip Cervantes, *Illegible*, *Illegible*, Eduardo Lopez, Marcelina Lopez, Margarita Altamirano, Joaquin Soto, Baltazar Carmona, Martha Villafana, Francisco Rodriguez, and Brian Pacheco.

Roll Call- Roll Call was called.

Call to Order- Director Jennifer Duarte called the meeting to order at 6:10 PM. Spanish translation was provided for this meeting.

1. 2024 Recycler of the Year Award Presentation to Biola-Pershing Elementary School and Annual Presentation of Award Update

Billie Hansen, the Recycling Programs Manager at Mid Valley Disposal, provided a 2024 update on various activities and initiatives. They wish to participate in additional community events. She mentioned the two cleanup events held for the year. They conducted site visits to commercial and multifamily properties. Educational handouts were distributed to the community, and Tier 1 and Tier 2 food generators were identified and educated to comply with the new state law SB1383. Additionally, Hansen

highlighted efforts to monitor contamination under new legislation, which involved conducting route reviews and sampling for identification purposes. Overall, Biola is doing a great job.

Fernando, Recycling Coordinator at Mid Valley Disposal presented the 2024 Recycler of the Year Award to Biola-Pershing Elementary School. Chelan Shepherd, the school principal, was present to accept the award.

2. Public Comment

- **Joaquin Soto-** Commented on former board treasurer Martha Madera in relation to the \$200,000 from 2021. He expressed a desire to see proof that the funds were used to cover overdraft bills, requesting documents like bank statements. He also noted that a board member is pressuring the County to appoint Martha Madera. Asks for her to step down from joining the board. Comment on the bylaws revisions and extended a warm welcome to Kinverly and Eugenio.
- **Juana Hernandez** –Congratulates Eugenio and Kinvely. For the other board members, hopes for a change toward greater transparency and that all staff will prioritize working for the community. Expresses gratitude for the implementation of a sign-in sheet following her request. No longer picks up the agenda before meetings due to changes being made to it, and hopes this will not happen again. Also, she requested an increase in the number of Spanish agendas, as she disagrees with the decision to provide only five, calling it discriminatory.
- **Mercedes Ramos-** Congratulates new members, comments on the bravery of the community on speaking up, noted attendance of community members rising since the rate increase, notes the lack of empathy for the community from board, comment in regards to Martha Madera, comments on the bylaws language regarding the General Manager.
- **Carmen Zamora** – Longtime Biola community member congratulates board members Kinverly and Eugenio. Concerns raised about the general manager's treatment of new board members: confidentiality agreement, recent bylaw changes. Board urged to closely monitor revisions, particularly including the board's authority to hire the executive assistant. New changes in the bylaws want to limit board absences from 3 to 2. Stated community expectations for the board to oversee the general manager's affair and believes the removal of the general manager is needed. Shares plans of reinstating community input after agenda items, improving accessibility such as printing more Spanish agendas, and enhancing information sharing. Requests for full transparency and shares they are beginning the process to recall current board member.
- **Amelia Ponce-** welcomes Kinverly and Eugenio, expresses her concern about the General Manager, specifically regarding the inconsistent information she provided about the \$200,000 loss, emphasizes that the General Manager should take responsibility for the issues rather than placing blame on past personnel., requests concrete proof of the payments that contributed to the loss and suggests that board members pay closer attention to the matter. Additionally, she demands clearer and more transparent answers.
- **Brian Pacheco** –Welcomes the board members and addresses the miscommunication regarding the two-year term, acknowledging the extended vacancy. He expresses his belief in self-governance and that the community

should have the power to choose their representatives. He proposes that the four board members select the new member. If they are unable to come to a decision, Pacheco will intervene and make the appointment. His office has received letters from both sides, and he notes the challenge in finding a neutral individual to represent the community. Ultimately, Pacheco hopes the community will make the decision, but if not, he may need to appoint the fifth board member.

3. Annual Reorganization of the Board of Directors: Election of Board Officers

Jennifer Duarte, Board President, opens the nominations for the following positions:

- Election of Board President
- Election of Vice President
- Election of Treasurer
- Election of Secretary

Election of Board President

Kinverly Suarez is nominated for Board President. Kinverly Suarez accepts.

A motion was made to approve.

Motion made by: Carlos Rodriguez

Motion seconded by: Kinverly Suarez

Voting:

- Eugenio Gutierrez- Yes
- Kinverly Suarez- Yes
- Carlos Rodriguez- Yes
- Jennifer Duarte- No

Motion passed.

The newly elected Board President, Kinverly Suarez, assumes her role and continues conducting the remainder of the board meeting.

Election of Vice President

Eugenio Gutierrez is nominated for Vice President. Eugenio Gutierrez accepts.

A motion was made to approve.

Motion made by: Eugenio Gutierrez

Motion seconded by: Kinverly Suarez

Voting:

- Eugenio Gutierrez- Yes
- Kinverly Suarez- Yes
- Jennifer Duarte- No
- Carlos Rodriguez- Yes

Motion passed.

Election of Treasurer

Carlos Rodriguez is nominated for Treasurer. Carlos Rodriguez accepts.

A motion was made to approve.

Motion made by: Eugenio Gutierrez

Motion seconded by: Carlos Rodriguez

Voting:

- Eugenio Gutierrez- Yes
- Kinverly Suarez- Yes

Jennifer Duarte- Yes
Carlos Rodriguez- Yes

Motion passed.

Election of Secretary

Kinverly Suarez is nominated for Treasurer. Kinverly Suarez accepts.

Motion made by: Kinverly Suarez

Motion seconded by: Eugenio Gutierrez

Voting:

Eugenio Gutierrez- Yes

Kinverly Suarez- Yes

Jennifer Duarte- No

Carlos Rodriguez- Yes

Motion passed.

4. Approval of 2024 Board Meeting Calendar

Elaine Cervantes, General Manager of Biola CSD, states that the meetings are scheduled for the third Thursday of each month at 6:00 PM. The attached document provides the specific dates for each month from January to December 2025.

A motion was made to approve.

Motion made by: Carlos Rodriguez

Motion seconded by: Eugenio Gutierrez

Voting:

Eugenio Gutierrez- Yes

Kinverly Suarez- Yes

Jennifer Duarte- No

Carlos Rodriguez- Yes

Motion passed.

5. CONSENT CALENDAR

a. APPROVAL OF REGULAR MEETING MINUTES DATED

November 21, 2024

b. APPROVAL OF FINANCIALS ENDING

November 30, 2024

A motion was made to approve the meeting minutes and financials.

Motion made by: Eugenio Gutierrez

Motion seconded by: Carlos Rodriguez

Voting:

Eugenio Gutierrez- Yes

Kinverly Suarez- Yes

Jennifer Duarte- Yes

Carlos Rodriguez- Yes

Motion passes.

6. BOARD MEMBER COMMUNICATIONS

- Director Carlos Rodriguez congratulates both newly elected board members.
- Director Kinverly Suarez thanks the community.

7. STAFF REPORTS

- General Manager Elaine Cervantes provided the staff report and verbally added the following:
 - **Biola Food Distributions** – The board was updated on an accident that occurred after the implementation of the new drive-in protocol. A vehicle struck a pole in the parking lot, with the driver claiming that the sun blinded her. Representatives from the food drives have expressed they do not wish to continue with the drive-thru option. The decision has now been left to each food drive's representative to choose between offering a drive-thru or walk-up option. While the protocol is in place, the choice is theirs. There is also insufficient traffic control.
 - **Toys for Santa-** Seeking volunteers to assist with this event.
 - **Notice of Application for Tentative Parcel Map Application No. 8289-** A Tentative Parcel Map Application has been submitted for the northeast corner of North Biola Avenue and West G Street in Biola, (APNs 016-281-12 and 016-281-13), located at 4640 N Biola Ave. The application, brought forward by Director Eugenio Gutierrez, involves Mr. Delgado's proposal to create three parcels at the end of Biola Avenue and G Street. The last day to submit a letter is December 20, 2024 before 5:00PM.
 - **Well# 4-** has been down for the past two days, and are receiving assistance from the neighboring town of Kerman to help with the situation. The issue is with a clay valve, not electrical. An estimate of \$3,572.00 was received, which came in today. Elaine will contact the President and Vice President regarding this matter.

8. ADJOURNMENT

- President Kinverly thanks Maria Pacheco and the community,
- Treasurer Carlos Rodriguez thanks Brian Pacheco and seeks people to help with the food drives.
- In regard to the Biola Food Drives, Vice President Eugenio Gutierrez asked if anyone was handling traffic control due to an accident. General Manager Elaine responded that representatives oversee volunteers and suggested seeking more volunteers or investing in a traffic control line. Legal Counsel advised this issue must be properly agendaized. The Board President directed to add it to the agenda.

Meeting adjourned at **7:14PM**

The next regular meeting of the Board of Directors is Thursday, January 16, 2024.

At 7:14 p.m. on December 19, 2024 the Meeting of the Board of Directors was adjourned.

I, Marisol Camacho, Board Clerk 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 December 19, 2024 at the Biola Community Services District, 4925 N. Seventh Street, Biola, CA 93606.

Approved:

Date

Marisol Camacho, Board Clerk

**NEXT MEETING OF THE BOARD OF DIRECTORS
January 16, 2024 – Regular Meeting, Biola, CA at 6:00PM**

**BIOLA COMMUNITY SERVICES DISTRICT
Balance Sheet Prev Year Comparison
As of December 31, 2024**

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Checking - CVCB (15070832)	1,106.77	19,934.40	-18,827.63	-94.5%
1010 · Cash-County Treas-Gen Subclass	109,531.99	43,242.44	66,289.55	153.3%
1011 · Cash-County Treas-Restricted	8,850.00	0.00	8,850.00	100.0%
1020 · Cash-LAIF	100,446.89	295,544.03	-195,097.14	-66.0%
Total Checking/Savings	219,935.65	358,720.87	-138,785.22	-38.7%
Other Current Assets				
Account's Receivable				
1100 · Account's Receivable	144,223.54	85,121.94	59,101.60	69.4%
1150 · Allowance for Doubtful Accounts	-4,000.00	-4,000.00	0.00	0.0%
Total Account's Receivable	140,223.54	81,121.94	59,101.60	72.9%
1210 · Charge Backs Receivable	805.35	111.16	694.19	624.5%
1220 · Other Receivables	45,445.50	179,658.04	-134,212.54	-74.7%
Total Other Current Assets	186,474.39	260,891.14	-74,416.75	-28.5%
Total Current Assets	406,410.04	619,612.01	-213,201.97	-34.4%
Fixed Assets				
1400 · Construction In Progress				
1405 · CIP-Application for CDBG	5,733.50	5,733.50	0.00	0.0%
1410 · CIP-ARPA	571,351.83	63,426.83	507,925.00	800.8%
1425 · CIP-Groundwater Recharge	791,803.29	764,249.22	27,554.07	3.6%
1426 · CIP- Groundwater Recharge Ph 2	18,125.00	0.00	18,125.00	100.0%
1430 · CIP-Recycled Water	272,659.00	272,659.00	0.00	0.0%
1440 · CIP-Water System Upgrade-SRF	365,174.94	365,174.94	0.00	0.0%
1450 · CIP-WWTP Improvements	260,133.67	209,359.67	50,774.00	24.3%
1460 · CIP-Biola Ave Sidewalk-East	5,660.60	5,660.60	0.00	0.0%
Total 1400 · Construction In Progress	2,290,641.83	1,686,263.76	604,378.07	35.8%
1500 · Community Center	923,150.22	923,150.22	0.00	0.0%
1510 · Computer Equipment	17,446.45	17,446.45	0.00	0.0%
1520 · Downtown Improvement	2,123,006.39	2,123,006.39	0.00	0.0%
1530 · Land	194,055.81	194,055.81	0.00	0.0%
1540 · Sewer System	2,303,470.54	2,303,470.54	0.00	0.0%
1550 · Storm Drainage Basin	792,692.84	792,692.84	0.00	0.0%
1560 · Water System	2,886,289.64	2,886,289.64	0.00	0.0%
1600 · Equipment- Community Center	62,311.57	59,021.56	3,290.01	5.6%
1610 · Equipment- Sewer	96,059.69	96,059.69	0.00	0.0%
1620 · Equipment- Water	54,625.33	54,625.33	0.00	0.0%
1700 · Accumulated Depreciation	-5,050,838.00	-4,666,055.00	-384,783.00	-8.3%
Total Fixed Assets	6,692,912.31	6,470,027.23	222,885.08	3.4%
TOTAL ASSETS	7,099,322.35	7,089,639.24	9,683.11	0.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	49,283.38	312,060.82	-262,777.44	-84.2%
2010 · Retention Payable	23,707.26	0.00	23,707.26	100.0%
Total Accounts Payable	72,990.64	312,060.82	-239,070.18	-76.6%

BIOLA COMMUNITY SERVICES DISTRICT
Balance Sheet Prev Year Comparison
As of December 31, 2024

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
Other Current Liabilities				
2110 · Accrued Interest	12,928.28	12,928.28	0.00	0.0%
2120 · Accrued Payroll	4,504.77	0.00	4,504.77	100.0%
2200 · Customer Deposits- Comm Ctr	3,779.32	1,335.00	2,444.32	183.1%
2300 · Utility Deposits	23,825.64	20,174.85	3,650.79	18.1%
2400 · Payroll Liabilities	3,736.20	2,104.95	1,631.25	77.5%
Total Other Current Liabilities	48,774.21	36,543.08	12,231.13	33.5%
Total Current Liabilities	121,764.85	348,603.90	-226,839.05	-65.1%
Long Term Liabilities				
2500 · Loan - CA Energy Commission	827,153.46	874,576.44	-47,422.98	-5.4%
2550 · Safe Drinking Water- Revolving	17,700.00	26,550.00	-8,850.00	-33.3%
Total Long Term Liabilities	844,853.46	901,126.44	-56,272.98	-6.2%
Total Liabilities	966,618.31	1,249,730.34	-283,112.03	-22.7%
Equity				
3000 · Opening Balance Equity	4,202,750.84	4,202,750.84	0.00	0.0%
3200 · Retained Earnings	1,461,037.24	1,733,156.72	-272,119.48	-15.7%
Net Income	468,915.96	-95,998.66	564,914.62	588.5%
Total Equity	6,132,704.04	5,839,908.90	292,795.14	5.0%
TOTAL LIABILITIES & EQUITY	7,099,322.35	7,089,639.24	9,683.11	0.1%

BIOLA COMMUNITY SERVICES DISTRICT Profit & Loss Prev Year Comparison July through December 2024

	Jul - Dec 24	Jul - Dec 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · Sales and Services	331,910.81	229,922.26	101,988.55	44.4%
4050 · Rents and Concessions	8,602.00	10,437.00	-1,835.00	-17.6%
4100 · Admin Fees	251.00	50.00	201.00	402.0%
4110 · Connection and Turn-On Fees	2,600.00	-383.47	2,983.47	778.0%
Total Income	343,363.81	240,025.79	103,338.02	43.1%
Expense				
5000 · Bank Charges	679.05	541.84	137.21	25.3%
5015 · Communications	5,283.53	6,346.23	-1,062.70	-16.8%
5020 · Community Support	0.00	2,500.00	-2,500.00	-100.0%
5025 · Computer and Internet	2,980.16	2,845.76	134.40	4.7%
5035 · Continuing Education	0.00	925.70	-925.70	-100.0%
5100 · Contractual Services				
5105 · Plant Operations	41,052.00	48,039.00	-6,987.00	-14.5%
5110 · Solid Waste Disposal - Res.	30,579.02	37,456.84	-6,877.82	-18.4%
5111 · Solid Waste Disposal - Comm.	3,020.51	3,196.53	-176.02	-5.5%
5120 · Solar Maintenance	6,786.58	6,588.91	197.67	3.0%
Total 5100 · Contractual Services	81,438.11	95,281.28	-13,843.17	-14.5%
5230 · Fees & Assessments	7,212.16	4,351.23	2,860.93	65.8%
5250 · Insurance	29,560.90	27,467.76	2,093.14	7.6%
5260 · Janitorial	1,329.73	828.39	501.34	60.5%
5280 · Legal Notices and Publishing	0.00	1,290.00	-1,290.00	-100.0%
5290 · Licenses and Permits	29,528.36	40,510.32	-10,981.96	-27.1%
5310 · Memberships and Publications	6,058.00	1,600.00	4,458.00	278.6%
5320 · Miscellaneous	86.38	141.25	-54.87	-38.9%
5330 · Office	8,334.83	7,084.66	1,250.17	17.7%
5340 · Operating Supplies and Chemical	3,259.17	3,338.50	-79.33	-2.4%
5350 · Outside Services/Event Comp.	1,400.00	2,000.00	-600.00	-30.0%
5380 · Postage and Delivery	1,763.36	0.00	1,763.36	100.0%
5400 · Professional & Specialized Serv				
5410 · Accounting	5,265.00	7,200.00	-1,935.00	-26.9%
5420 · Audit Fee	11,970.00	0.00	11,970.00	100.0%
5440 · Legal	18,921.20	22,483.15	-3,561.95	-15.8%
5450 · Other Professional Services	11,566.28	3,164.00	8,402.28	265.6%
5460 · Research and Monitoring	720.00	2,577.60	-1,857.60	-72.1%
Total 5400 · Professional & Specialized Serv	48,442.48	35,424.75	13,017.73	36.8%
5500 · Rents and Leases Expense				
5510 · Equipment	0.00	0.00	0.00	0.0%
Total 5500 · Rents and Leases Expense	0.00	0.00	0.00	0.0%
5550 · Repairs and Maintenance				
5560 · Equipment	69.00	599.45	-530.45	-88.5%
5570 · Landscaping	6,250.00	5,775.00	475.00	8.2%
5590 · Structures and Grounds	41,743.92	78,532.17	-36,788.25	-46.8%
Total 5550 · Repairs and Maintenance	48,062.92	84,906.62	-36,843.70	-43.4%
5600 · Salaries and Wages				
5610 · Board Member Compensation	2,800.00	3,500.00	-700.00	-20.0%
5630 · Holiday Pay	2,793.00	2,200.00	593.00	27.0%
5650 · Paid Leave	931.53	1,135.68	-204.15	-18.0%
5660 · Payroll Taxes	5,331.73	4,682.67	649.06	13.9%
5670 · Regular Hourly	37,984.50	47,233.32	-9,248.82	-19.6%
5680 · Salaries	24,230.78	3,461.54	20,769.24	600.0%
Total 5600 · Salaries and Wages	74,071.54	62,213.21	11,858.33	19.1%
5710 · Small Tools and Equipment	216.60	1,555.23	-1,338.63	-86.1%
5720 · Travel	0.00	2,256.03	-2,256.03	-100.0%
5800 · Utilities				
5810 · Gas and Electric	37,011.67	20,480.36	16,531.31	80.7%
Total 5800 · Utilities	37,011.67	20,480.36	16,531.31	80.7%
Total Expense	386,718.95	403,889.12	-17,170.17	-4.3%
Net Ordinary Income	-43,355.14	-163,863.33	120,508.19	73.5%

BIOLA COMMUNITY SERVICES DISTRICT
Profit & Loss Prev Year Comparison
July through December 2024

	Jul - Dec 24	Jul - Dec 23	\$ Change	% Change
Other Income/Expense				
Other Income				
Contributed Capital				
6030 · State-Aid for Construction	466,582.07	40,702.00	425,880.07	1,046.3%
Total Contributed Capital	466,582.07	40,702.00	425,880.07	1,046.3%
6110 · Interest Revenues	2,556.59	3,406.98	-850.39	-25.0%
6130 · Other Non-Operating Revenues	6,540.00	2,457.00	4,083.00	166.2%
6150 · Rents and Leases Received	2,422.81	1,334.84	1,087.97	81.5%
6200 · Property Tax Revenue	38,435.91	37,075.68	1,360.23	3.7%
6210 · Special Assessment Revenue	0.00	3,596.67	-3,596.67	-100.0%
Total Other Income	516,537.38	88,573.17	427,964.21	483.2%
Other Expense				
7000 · Interest Expense	4,266.28	20,708.50	-16,442.22	-79.4%
Total Other Expense	4,266.28	20,708.50	-16,442.22	-79.4%
Net Other Income	512,271.10	67,864.67	444,406.43	654.8%
Net Income	468,915.96	-95,998.66	564,914.62	588.5%

BIOLA COMMUNITY SERVICES DISTRICT

Transactions by Account

As of December 31, 2024

Type	Date	Num	Name	Memo	Clr	Debit	Credit	Balance	
1000 - Checking - CVCB (15070832)								47,127.63	
Check	12/02/2024	EFT	Adobe, Inc.		X	19.99		47,107.64	
Check	12/02/2024	EFT	Google		X	302.40		46,805.24	
Bill Pmt -Check	12/03/2024	2300	Alejandra Murillo		X	400.00		46,405.24	
Bill Pmt -Check	12/03/2024	2301	California Energy Commission		X		28,037.06	18,368.18	
Bill Pmt -Check	12/03/2024	2302	California Special Districts Association		X	2,619.00		15,749.18	
Bill Pmt -Check	12/03/2024	2303	Cynthia Fonseca		X	500.00		15,249.18	
Bill Pmt -Check	12/03/2024	2304	Comcast Business		X	214.69		15,034.49	
Bill Pmt -Check	12/03/2024	2305	Fresno Irrigation District		X	4,455.00		10,579.49	
Bill Pmt -Check	12/03/2024	2306	Kings Water Alliance		X	3,144.00		7,435.49	
Bill Pmt -Check	12/03/2024	2307	Mountain Valley Environmental Services		X	2,829.39		4,606.10	
Bill Pmt -Check	12/03/2024	2308	Mountain Valley Environmental Services		X	7,739.50		-3,133.40	
Bill Pmt -Check	12/03/2024	2309	VFW Post 5845		X	400.00		-3,533.40	
Bill Pmt -Check	12/03/2024	2310	Watkins Global Security		X	748.00		-4,281.40	
Bill Pmt -Check	12/03/2024	2311	Carlos Rodriguez		X	100.00		-4,381.40	
Bill Pmt -Check	12/03/2024	2312	Jennifer Duarte		X	100.00		-4,481.40	
Bill Pmt -Check	12/03/2024	2313	Martha Madera		X	100.00		-4,581.40	
Bill Pmt -Check	12/03/2024	2314	Reyes Lozano		X	100.00		-4,681.40	
Paycheck	12/03/2024	2316	Alfredo Soliz		X	870.50		-5,551.90	
Paycheck	12/03/2024	2317	Elaine R. Cervantes		X	1,475.98		-7,027.88	
Paycheck	12/03/2024	2318	Marisol Camacho		X	1,194.83		-8,222.71	
Paycheck	12/03/2024	2319	Morelia M Avila		X	917.68		-9,140.39	
Bill Pmt -Check	12/03/2024	2315	Liebert Cassidy Whitmore		X	7,799.00		-16,939.39	
Bill Pmt -Check	12/04/2024	2320	Special District Risk Management Authorit		X	923.90		-17,863.29	
Check	12/05/2024	EFT	Office Depot		X	17.95		-17,881.24	
Check	12/05/2024	EFT	Office Depot		X		353.42	-18,234.66	
Deposit	12/06/2024		Deposit		X	3,644.65		-14,590.01	
Transfer	12/09/2024		Funds Transfer		X	45,000.00		30,409.99	
Check	12/12/2024	EFT	Office Depot		X		54.81	30,355.18	
Check	12/13/2024	EFT	Home Depot		X		146.35	30,208.83	
Check	12/13/2024	EFT	Office Depot		X		302.04	29,906.79	
Check	12/15/2024		Service Charge		X		115.30	29,791.49	
Liability Check	12/16/2024	EFT	EDD	Confirmation #: 1-331-466-896	X		270.87	29,520.62	
Liability Check	12/16/2024	EFT	United States Treasury	Confirmation #: 270475114437726	X		1,821.26	27,699.36	
Check	12/16/2024	EFT	Adobe, Inc.		X		19.99	27,679.37	
Paycheck	12/17/2024	2331	Alfredo Soliz		X		722.23	26,957.14	
Paycheck	12/17/2024	2332	Elaine R. Cervantes		X		1,475.96	25,481.18	
Paycheck	12/17/2024	2333	Marisol Camacho		X		1,143.90	24,337.28	
Paycheck	12/17/2024	2334	Morelia M Avila		X		917.68	23,419.60	
Bill Pmt -Check	12/17/2024	2321	Alert 360 - Fresno		X		203.95	23,215.65	
Bill Pmt -Check	12/17/2024	2322	Carbajal Landscaping		X		1,250.00	21,965.65	
Bill Pmt -Check	12/17/2024	2323	Cuttone & Mastro CPA's		X		1,500.00	20,465.65	
Bill Pmt -Check	12/17/2024	2324	Elizabeth Lopez		X		500.00	19,965.65	
Bill Pmt -Check	12/17/2024	2325	Linguistica Interpreting & Translation		X		1,214.10	18,751.55	
Bill Pmt -Check	12/17/2024	2326	Mid-Valley Disposal		X		6,198.66	12,552.89	
Bill Pmt -Check	12/17/2024	2327	Sebastian Telephone	00065044-8	X		439.18	12,113.71	
Bill Pmt -Check	12/17/2024	2328	Terminex		X		120.00	11,993.71	
Bill Pmt -Check	12/17/2024	2329	VFW Post 5845		X		200.00	11,793.71	
Bill Pmt -Check	12/17/2024	2330	Watkins Global Security		X		308.00	11,485.71	
Deposit	12/17/2024		Deposit		X	17,643.79		29,129.50	
Check	12/18/2024	EFT	Amazon		X		48.73	29,080.77	
Check	12/19/2024	EFT	Amazon		X		103.72	28,977.05	
Check	12/19/2024	EFT	Office Depot		X		608.72	28,368.33	
Deposit	12/20/2024		Deposit		X	7,366.65		35,734.98	
Check	12/20/2024	EFT	Office Depot		X		6.79	35,728.19	
Check	12/20/2024	EFT	PG&E		X		2,807.65	32,920.54	
Check	12/23/2024	EFT	Cricket Wireless		X		55.00	32,865.54	
Check	12/23/2024	EFT	Streamline		X		63.00	32,802.54	
Deposit	12/27/2024		Deposit		X	2,403.11		35,205.65	
Check	12/30/2024	EFT	Home Depot		X		97.11	35,108.54	
Bill Pmt -Check	12/31/2024	2335	California Water Boards		X		28,205.00	6,903.54	
Bill Pmt -Check	12/31/2024	2336	Liebert Cassidy Whitmore		X		3,871.20	3,032.34	
Bill Pmt -Check	12/31/2024	2337	Mid-Valley Disposal		X		603.04	2,429.30	
Bill Pmt -Check	12/31/2024	2338	Mountain Valley Environmental Services		X		3,306.00	-876.70	
Bill Pmt -Check	12/31/2024	2339	Terminex		X		181.00	-1,057.70	
Bill Pmt -Check	12/31/2024	2340	Carlos Rodriguez		X		100.00	-1,157.70	
Bill Pmt -Check	12/31/2024	2341	Eugenio Gutierrez		X		100.00	-1,257.70	
Bill Pmt -Check	12/31/2024	2342	Jennifer Duarte		X		100.00	-1,357.70	
Bill Pmt -Check	12/31/2024	2343	Kinverly Suarez		X		100.00	-1,457.70	
Paycheck	12/31/2024	2344	Alfredo Soliz		X		882.53	-2,340.23	
Paycheck	12/31/2024	2345	Elaine R. Cervantes		X		1,475.96	-3,816.19	
Paycheck	12/31/2024	2346	Marisol Camacho		X		1,160.88	-4,977.07	
Paycheck	12/31/2024	2347	Morelia M Avila		X		944.73	-5,921.80	
Deposit	12/31/2024		Deposit		X	7,028.57		1,106.77	
Total 1000 - Checking - CVCB (15070832)							83,086.77	129,107.63	1,106.77
TOTAL							83,086.77	129,107.63	1,106.77

BIOLA COMMUNITY SERVICES DISTRICT

Profit & Loss Budget vs. Actual

01/09/25

July through December 2024

Accrual Basis

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Sales and Services	331,910.81	614,000.00	-282,089.19	54.1%
4050 · Rents and Concessions	8,602.00	30,000.00	-21,398.00	28.7%
4100 · Admin Fees	251.00			
4110 · Connection and Turn-On Fees	2,600.00			
Total Income	343,363.81	644,000.00	-300,636.19	53.3%
Expense				
5000 · Bank Charges	679.05	2,000.00	-1,320.95	34.0%
5015 · Communications	5,283.53	10,000.00	-4,716.47	52.8%
5020 · Community Support	0.00	2,500.00	-2,500.00	0.0%
5025 · Computer and Internet	2,980.16	6,800.00	-3,819.84	43.8%
5035 · Continuing Education	0.00	5,000.00	-5,000.00	0.0%
5100 · Contractual Services				
5105 · Plant Operations	41,052.00	90,000.00	-48,948.00	45.6%
5110 · Solid Waste Disposal - Res.	30,579.02	80,000.00	-49,420.98	38.2%
5111 · Solid Waste Disposal - Comm.	3,020.51			
5120 · Solar Maintenance	6,786.58	6,400.00	386.58	106.0%
Total 5100 · Contractual Services	81,438.11	176,400.00	-94,961.89	46.2%
5230 · Fees & Assessments	7,212.16	7,500.00	-287.84	96.2%
5250 · Insurance	29,560.90	30,000.00	-439.10	98.5%
5260 · Janitorial	1,329.73	3,500.00	-2,170.27	38.0%
5290 · Licenses and Permits	29,528.36	45,000.00	-15,471.64	65.6%
5310 · Memberships and Publications	6,058.00	7,000.00	-942.00	86.5%
5320 · Miscellaneous	86.38	500.00	-413.62	17.3%
5330 · Office	8,334.83	8,500.00	-165.17	98.1%
5340 · Operating Supplies and Chemical	3,259.17			
5350 · Outside Services/Event Comp.	1,400.00	5,000.00	-3,600.00	28.0%
5380 · Postage and Delivery	1,763.36	4,000.00	-2,236.64	44.1%
5400 · Professional & Specialized Serv				
5410 · Accounting	5,265.00	17,500.00	-12,235.00	30.1%
5420 · Audit Fee	11,970.00	13,000.00	-1,030.00	92.1%
5430 · Engineering & Project Mgt	0.00	5,000.00	-5,000.00	0.0%
5440 · Legal	18,921.20	35,000.00	-16,078.80	54.1%
5450 · Other Professional Services	11,566.28	8,000.00	3,566.28	144.6%
5460 · Research and Monitoring	720.00	5,000.00	-4,280.00	14.4%
Total 5400 · Professional & Specialized Serv	48,442.48	83,500.00	-35,057.52	58.0%
5550 · Repairs and Maintenance				
5560 · Equipment	69.00	5,000.00	-4,931.00	1.4%
5570 · Landscaping	6,250.00	15,000.00	-8,750.00	41.7%
5590 · Structures and Grounds	41,743.92	85,500.00	-43,756.08	48.8%
Total 5550 · Repairs and Maintenance	48,062.92	105,500.00	-57,437.08	45.6%
5600 · Salaries and Wages				
5610 · Board Member Compensation	2,800.00	7,500.00	-4,700.00	37.3%
5630 · Holiday Pay	2,793.00	4,000.00	-1,207.00	69.8%
5650 · Paid Leave	931.53			
5660 · Payroll Taxes	5,331.73	11,500.00	-6,168.27	46.4%
5670 · Regular Hourly	37,984.50	90,792.00	-52,807.50	41.8%
5680 · Salaries	24,230.78	49,500.00	-25,269.22	49.0%
Total 5600 · Salaries and Wages	74,071.54	163,292.00	-89,220.46	45.4%
5700 · Services Charges-Fresno County	0.00	400.00	-400.00	0.0%
5710 · Small Tools and Equipment	216.60			
5800 · Utilities				
5810 · Gas and Electric	37,011.67	55,000.00	-17,988.33	67.3%
Total 5800 · Utilities	37,011.67	55,000.00	-17,988.33	67.3%
Total Expense	386,718.95	721,392.00	-334,673.05	53.6%
Net Ordinary Income	-43,355.14	-77,392.00	34,036.86	56.0%
Other Income/Expense				
Other Income				
Contributed Capital				
6030 · State-Aid for Construction	466,582.07			
Total Contributed Capital	466,582.07			

BIOLA COMMUNITY SERVICES DISTRICT

Profit & Loss Budget vs. Actual

July through December 2024

	<u>Jul - Dec 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6110 · Interest Revenues	2,556.59	8,000.00	-5,443.41	32.0%
6130 · Other Non-Operating Revenues	6,540.00			
6150 · Rents and Leases Received	2,422.81			
6200 · Property Tax Revenue	38,435.91	75,000.00	-36,564.09	51.2%
6210 · Special Assessment Revenue	0.00	7,200.00	-7,200.00	0.0%
Total Other Income	516,537.38	90,200.00	426,337.38	572.7%
Other Expense				
7000 · Interest Expense	4,266.28			
Total Other Expense	4,266.28			
Net Other Income	512,271.10	90,200.00	422,071.10	567.9%
Net Income	468,915.96	12,808.00	456,107.96	3,661.1%

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01/09/25

BIOLA COMMUNITY SERVICES DISTRICT
Reconciliation Summary
1000 - Checking - CVCB (15070832), Period Ending 12/31/2024

	<u>Dec 31, 24</u>
Beginning Balance	84,394.30
Cleared Transactions	
Checks and Payments - 57 items	-101,990.96
Deposits and Credits - 6 items	83,086.77
Total Cleared Transactions	<u>-18,904.19</u>
Cleared Balance	<u><u>65,490.11</u></u>
Uncleared Transactions	
Checks and Payments - 26 items	-64,383.34
Total Uncleared Transactions	<u>-64,383.34</u>
Register Balance as of 12/31/2024	<u><u>1,106.77</u></u>
New Transactions	
Checks and Payments - 4 items	-3,736.20
Total New Transactions	<u>-3,736.20</u>
Ending Balance	<u><u>-2,629.43</u></u>

BIOLA COMMUNITY SERVICES DISTRICT

Reconciliation Detail

1000 - Checking - CVCB (15070832), Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						84,394.30
Cleared Transactions						
Checks and Payments - 57 items						
Bill Pmt -Check	11/19/2024	2290	Mid-Valley Disposal	X	-6,997.98	-6,997.98
Bill Pmt -Check	11/19/2024	2291	Mountain Valley Env...	X	-3,230.50	-10,228.48
Bill Pmt -Check	11/19/2024	2289	Liebert Cassidy Whit...	X	-3,131.00	-13,359.48
Paycheck	11/19/2024	2297	Elaine R. Cervantes	X	-1,475.96	-14,835.44
Bill Pmt -Check	11/19/2024	2288	Fresno County Tax ...	X	-1,339.96	-16,175.40
Bill Pmt -Check	11/19/2024	2292	Sebastian Telephone	X	-440.37	-16,615.77
Bill Pmt -Check	11/19/2024	2294	VFW Post 5845	X	-200.00	-16,815.77
Bill Pmt -Check	11/19/2024	2286	CalPERS	X	-105.00	-16,920.77
Bill Pmt -Check	11/19/2024	2293	Streamline	X	-63.00	-16,983.77
Check	12/02/2024	EFT	Google	X	-302.40	-17,286.17
Check	12/02/2024	EFT	Adobe, Inc.	X	-19.99	-17,306.16
Bill Pmt -Check	12/03/2024	2301	California Energy Co...	X	-28,037.06	-45,343.22
Bill Pmt -Check	12/03/2024	2315	Liebert Cassidy Whit...	X	-7,799.00	-53,142.22
Bill Pmt -Check	12/03/2024	2308	Mountain Valley Env...	X	-7,739.50	-60,881.72
Bill Pmt -Check	12/03/2024	2305	Fresno Irrigation Dis...	X	-4,455.00	-65,336.72
Bill Pmt -Check	12/03/2024	2306	Kings Water Alliance	X	-3,144.00	-68,480.72
Bill Pmt -Check	12/03/2024	2307	Mountain Valley Env...	X	-2,829.39	-71,310.11
Bill Pmt -Check	12/03/2024	2302	California Special Di...	X	-2,619.00	-73,929.11
Paycheck	12/03/2024	2317	Elaine R. Cervantes	X	-1,475.98	-75,405.09
Paycheck	12/03/2024	2318	Marisol Camacho	X	-1,194.83	-76,599.92
Paycheck	12/03/2024	2319	Morelia M Avila	X	-917.68	-77,517.60
Paycheck	12/03/2024	2316	Alfredo Soliz	X	-870.50	-78,388.10
Bill Pmt -Check	12/03/2024	2300	Alejandra Murillo	X	-400.00	-78,788.10
Bill Pmt -Check	12/03/2024	2309	VFW Post 5845	X	-400.00	-79,188.10
Bill Pmt -Check	12/03/2024	2304	Comcast Business	X	-214.69	-79,402.79
Bill Pmt -Check	12/03/2024	2314	Reyes Lozano.	X	-100.00	-79,502.79
Bill Pmt -Check	12/03/2024	2313	Martha .Madera	X	-100.00	-79,602.79
Bill Pmt -Check	12/03/2024	2311	Carlos Rodriguez	X	-100.00	-79,702.79
Bill Pmt -Check	12/04/2024	2320	Special District Risk ...	X	-923.90	-80,626.69
Check	12/05/2024	EFT	Office Depot	X	-353.42	-80,980.11
Check	12/05/2024	EFT	Office Depot	X	-17.95	-80,998.06
Check	12/12/2024	EFT	Office Depot	X	-54.81	-81,052.87
Check	12/13/2024	EFT	Office Depot	X	-302.04	-81,354.91
Check	12/13/2024	EFT	Home Depot	X	-146.35	-81,501.26
Check	12/15/2024			X	-115.30	-81,616.56
Liability Check	12/16/2024	EFT	United States Treas...	X	-1,821.26	-83,437.82
Liability Check	12/16/2024	EFT	EDD	X	-270.87	-83,708.69
Check	12/16/2024	EFT	Adobe, Inc.	X	-19.99	-83,728.68
Bill Pmt -Check	12/17/2024	2326	Mid-Valley Disposal	X	-6,198.66	-89,927.34
Bill Pmt -Check	12/17/2024	2323	Cuttone & Mastro C...	X	-1,500.00	-91,427.34
Paycheck	12/17/2024	2332	Elaine R. Cervantes	X	-1,475.96	-92,903.30
Bill Pmt -Check	12/17/2024	2322	Carbajal Landscaping	X	-1,250.00	-94,153.30
Paycheck	12/17/2024	2333	Marisol Camacho	X	-1,143.90	-95,297.20
Paycheck	12/17/2024	2334	Morelia M Avila	X	-917.68	-96,214.88
Paycheck	12/17/2024	2331	Alfredo Soliz	X	-722.23	-96,937.11
Bill Pmt -Check	12/17/2024	2324	Elizabeth Lopez	X	-500.00	-97,437.11
Bill Pmt -Check	12/17/2024	2327	Sebastian Telephone	X	-439.18	-97,876.29
Bill Pmt -Check	12/17/2024	2321	Alert 360 - Fresno	X	-203.95	-98,080.24
Bill Pmt -Check	12/17/2024	2328	Terminex	X	-120.00	-98,200.24
Check	12/18/2024	EFT	Amazon	X	-48.73	-98,248.97
Check	12/19/2024	EFT	Office Depot	X	-608.72	-98,857.69
Check	12/19/2024	EFT	Amazon	X	-103.72	-98,961.41
Check	12/20/2024	EFT	PG&E	X	-2,807.65	-101,769.06
Check	12/20/2024	EFT	Office Depot	X	-6.79	-101,775.85
Check	12/23/2024	EFT	Streamline	X	-63.00	-101,838.85
Check	12/23/2024	EFT	Cricket Wireless	X	-55.00	-101,893.85
Check	12/30/2024	EFT	Home Depot	X	-97.11	-101,990.96
Total Checks and Payments					-101,990.96	-101,990.96

BIOLA COMMUNITY SERVICES DISTRICT
Reconciliation Detail
1000 - Checking - CVCB (15070832), Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 6 items						
Deposit	12/06/2024			X	3,644.65	3,644.65
Transfer	12/09/2024			X	45,000.00	48,644.65
Deposit	12/17/2024			X	17,643.79	66,288.44
Deposit	12/20/2024			X	7,366.65	73,655.09
Deposit	12/27/2024			X	2,403.11	76,058.20
Deposit	12/31/2024			X	7,028.57	83,086.77
Total Deposits and Credits					83,086.77	83,086.77
Total Cleared Transactions					-18,904.19	-18,904.19
Cleared Balance					-18,904.19	65,490.11
Uncleared Transactions						
Checks and Payments - 26 items						
Bill Pmt -Check	05/21/2024	2060	California Water Bo...		-12,335.40	-12,335.40
Bill Pmt -Check	08/27/2024	2201	VFW Post 5845		-400.00	-12,735.40
Bill Pmt -Check	09/10/2024	2218	Yamabe & Horn Eng...		-5,539.50	-18,274.90
Bill Pmt -Check	09/23/2024	2232	West Star Environm...		-1,175.00	-19,449.90
Bill Pmt -Check	10/22/2024	2256	Little Giant		-25.00	-19,474.90
Bill Pmt -Check	11/19/2024	2285	Alma Gonzalez		-500.00	-19,974.90
Bill Pmt -Check	11/19/2024	2295	Watkins Global Sec...		-308.00	-20,282.90
Bill Pmt -Check	12/03/2024	2310	Watkins Global Sec...		-748.00	-21,030.90
Bill Pmt -Check	12/03/2024	2303	Cinthia Fonseca		-500.00	-21,530.90
Bill Pmt -Check	12/03/2024	2312	Jennifer Duarte		-100.00	-21,630.90
Bill Pmt -Check	12/17/2024	2325	Linguistica Interpreti...		-1,214.10	-22,845.00
Bill Pmt -Check	12/17/2024	2330	Watkins Global Sec...		-308.00	-23,153.00
Bill Pmt -Check	12/17/2024	2329	VFW Post 5845		-200.00	-23,353.00
Bill Pmt -Check	12/31/2024	2335	California Water Bo...		-28,205.00	-51,558.00
Bill Pmt -Check	12/31/2024	2336	Liebert Cassidy Whit...		-3,871.20	-55,429.20
Bill Pmt -Check	12/31/2024	2338	Mountain Valley Env...		-3,306.00	-58,735.20
Paycheck	12/31/2024	2345	Elaine R. Cervantes		-1,475.96	-60,211.16
Paycheck	12/31/2024	2346	Marisol Camacho		-1,160.88	-61,372.04
Paycheck	12/31/2024	2347	Morelia M Avila		-944.73	-62,316.77
Paycheck	12/31/2024	2344	Alfredo Soliz		-882.53	-63,199.30
Bill Pmt -Check	12/31/2024	2337	Mid-Valley Disposal		-603.04	-63,802.34
Bill Pmt -Check	12/31/2024	2339	Terminex		-181.00	-63,983.34
Bill Pmt -Check	12/31/2024	2342	Jennifer Duarte		-100.00	-64,083.34
Bill Pmt -Check	12/31/2024	2341	Eugenio Gutierrez		-100.00	-64,183.34
Bill Pmt -Check	12/31/2024	2340	Carlos Rodriguez		-100.00	-64,283.34
Bill Pmt -Check	12/31/2024	2343	Kinverly Suarez		-100.00	-64,383.34
Total Checks and Payments					-64,383.34	-64,383.34
Total Uncleared Transactions					-64,383.34	-64,383.34
Register Balance as of 12/31/2024					-83,287.53	1,106.77
New Transactions						
Checks and Payments - 4 items						
Liability Check	01/15/2025	EFT	United States Treas...		-2,989.84	-2,989.84
Liability Check	01/15/2025	EFT	EDD		-459.03	-3,448.87
Liability Check	01/31/2025	EFT	EDD		-261.98	-3,710.85
Liability Check	01/31/2025	EFT	United States Treas...		-25.35	-3,736.20
Total Checks and Payments					-3,736.20	-3,736.20
Total New Transactions					-3,736.20	-3,736.20
Ending Balance					-87,023.73	-2,629.43



County of Fresno

Public Review Draft Biola Community Plan

January 2025

Prepared For:

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Appendix A: Biola Community Plan Update Community Meetings Summary

1. Purpose and Background

Purpose of the Community Plan

The Fresno County General Plan states “The fundamental policy directive of this General Plan is to direct intensive development to cities, unincorporated communities, and other areas where public facilities and infrastructure are available or can be provided consistent with the adopted General Plan or Community Plan.”¹

This Community Plan will be used to foster and identify opportunities for development. Throughout the public outreach process, fundamental issues such as economic development, agriculture and land use, transportation and circulation, public facilities and services, open space and conservation, health and safety, environmental justice, and housing were discussed with the community. These discussions are reflected in the goals, policies, and implementation programs. In addition, this Community Plan will help guide Biola’s future development and identify opportunities and needs for infrastructure improvements.

The Biola Community Plan is consistent with the General Plan Policy Document adopted by the Fresno County Board of Supervisors on February 20, 2024, and is designed to implement the 2024 Fresno County General Plan at a community level. The content in this Community Plan has been identified to refine the intent of the General Plan as it applies to the Biola community to address issues of local importance. While the General Plan contains policies that apply to the whole County, Biola included, this Community Plan outlines goals, policies, and implementation programs specific to Biola. These Biola-specific criteria do not apply to the rest of the County. Where the Biola Community Plan is silent on a matter, the General Plan controls.

What is a Community Plan?

A community plan is a segment of the General Plan that provides a geographic focus. Accordingly, a community plan serves the same purpose as the General Plan except that community plans function at the community level while the General Plan functions at the County level.

Community plans are internally consistent with the General Plan but provide for more community-specific planning addressing the same elements as the General Plan. While community plans can be used to guide community development, they do not guarantee any development will occur nor are they a requirement for development.

¹ Fresno County. 2024. "Fresno County General Plan Policy Document." 2-52
https://www.fresnocountyca.gov/files/sharedassets/county/v/3/public-works-and-planning/development-services/planning-and-land-use/environmental-impact-reports/general-plan-review/fcgpr_general-plan_prd-county_01-12_24-clean.pdf.

Community Plan Organization

The chapters of the Biola Community Plan are as follows.

Chapter 1: Purpose and Background provides an overview of the purpose, intent, and organization of the Community Plan. This chapter also provides an outline for navigating the Community Plan and additional information about the community of Biola, including demographic information.

Chapter 2: Biola Community Vision provides a brief overview of the Community Plan update engagement process that led to the development of a vision statement, also included in this chapter. The statement represents the guiding vision that was used to develop the goals and policies of the Community Plan.

Chapter 3: Community Plan Elements outlines the community's goals, policies, and implementation programs related to the development, expansion, and preservation of the Biola Community Plan boundary. The Community Plan elements include Economic Development, Agriculture and Land Use, Transportation and Circulation, Public Facilities and Services, Open Space and Conservation, Health and Safety, Environmental Justice, and Housing. This chapter also contains key diagrams, including the Land Use Diagram and Circulation Diagram.

Community Profile

Location

The community of Biola is an unincorporated community within Fresno County. Biola was founded in 1912 by William Kerchoff.²

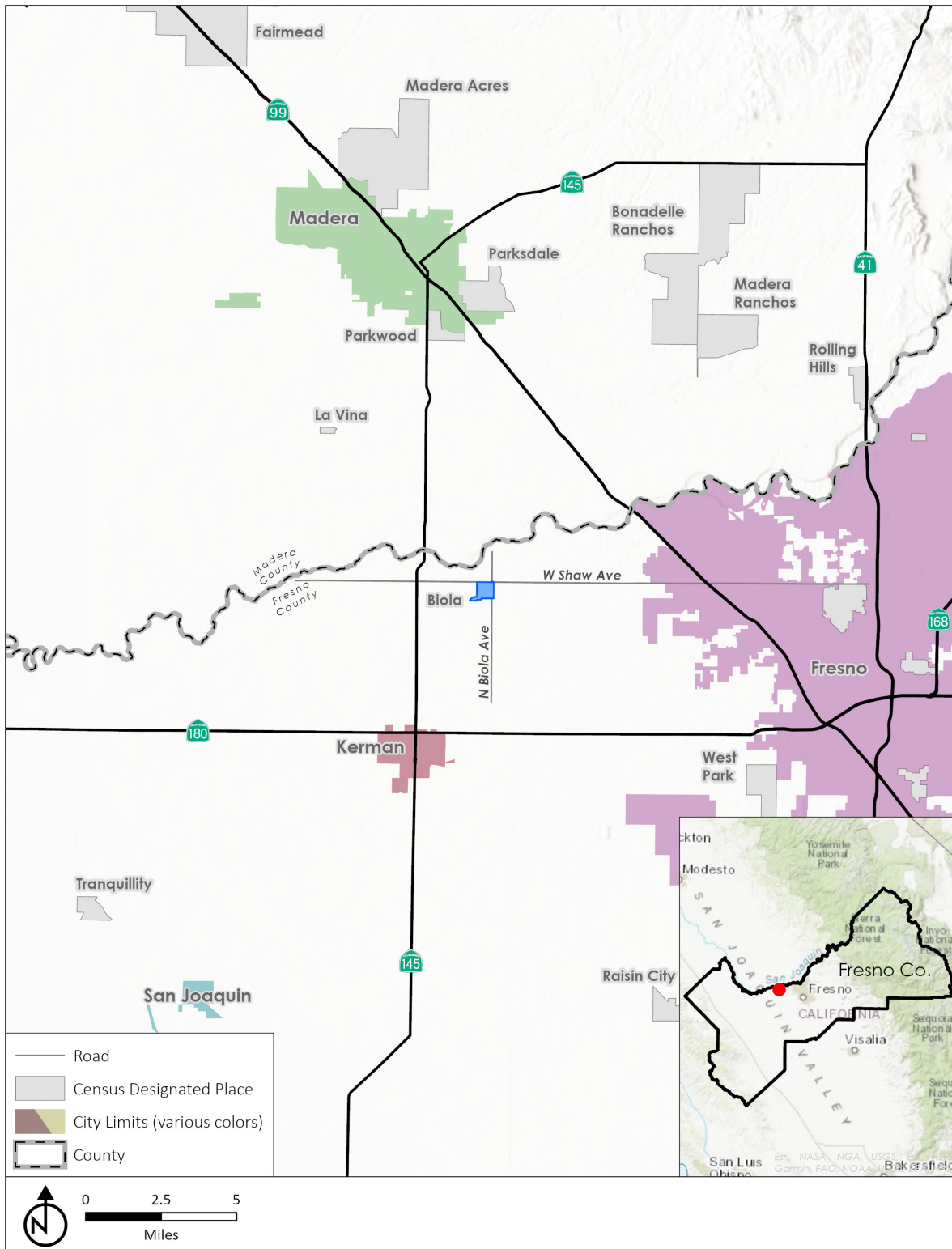
Like most other communities and cities throughout Fresno County, Biola is an agriculturally-oriented community surrounded by farmland. Biola is bounded generally by Shaw Avenue on the north, Gettysburg Avenue on the south, Howard Avenue on the west, and 7th Street on the east. Additionally, the San Joaquin River is located approximately 0.5 miles north of Biola. The City of Fresno, the largest city in Fresno County, is located approximately five miles east of Biola (see *Figure 1 – Vicinity Map*). Biola is a census-designated place (CDP). A CDP is a statistical equivalent of an incorporated community, such as a city, but does not have a legally defined boundary or an active, functioning governmental structure.³ The Biola Community Plan covers 213 acres, or approximately 0.33 square miles, and contains 361 parcels as shown in *Figure 2 – Land Use Diagram*.⁴

² Bennett, Abbey. 2010. "Fresno Names Tiny Town after Biola." The Biola University Chimes, September 29. Accessed January 30, 2024. <https://chimesnewspaper.com/13052/archives/features/biola-town/>.

³ United States Census Bureau. 2023. Census Designated Places. Accessed January 29, 2024. <https://www.census.gov/programs-surveys/bas/information/cdp.html>.

⁴ County of Fresno. 2023. "Fresno County General Plan Background Report Public Review Draft." <https://www.fresnocountyca.gov/files/sharedassets/county/v/2/public-works-and-planning/development-services/planning-and-land-use/general-plan/fcpr-background-report-2023-05-10.pdf>.

Figure 1 – Vicinity Map



Demographics

Over the past 20 years Biola’s population has fluctuated. In 2000, Biola had a population of 1,037 and approximately 241 housing units.⁵ In 2010, Biola had seen a 36% increase in population with a total of 1,623 people. At this time, the number of housing units increased to 351. As of the 2020 Decennial Census, the community of Biola has seen their population trend downward to a total population of 1,428 people. The total number of housing units saw a slight decrease of seven units resulting in 344 total housing units. Biola has an average household size of 4.24 people.⁶

In contrast, Fresno County has seen a steady increase in population since 2000. In 2000, Fresno County’s population was 799,407. By 2010, its population had grown to 930,450.⁷ As of the 2020 Census, Fresno County had a population of 1,008,654.⁸ Between 2000 and 2020, Fresno County saw a 20.7% increase in population.

Biola is predominantly Hispanic, with Hispanics and Latinos accounting for 87.0% of the total population. Asian people comprise the next largest ethnic group, representing 8.4% of Biola’s population. A more detailed breakdown is provided in *Table 1*.

Table 1 – Biola Ethnic Population as of 2020

Ethnicity	Number	Percent*
Hispanic or Latino	1,243	87.0%
Asian	120	8.4%
Not Hispanic or Latino (White)	59	4.1
American Indian and Other Pacific Islander	3	0.2%
Black or African American	3	0.2%
Total	1,428	100%

Source: United States Census Bureau. 2020. Biola, CDP, California.
https://data.census.gov/profile/Biola_CDP,_California?q=160XX00US0606728.
 *Total may not equal 100% due to rounding.

Of the 1,428 people that reside in the community, approximately 894 are over the age of 16 and are considered a part of the eligible labor force. Of those 894 residents, 476, or 53.2%, of the eligible labor force are employed, whereas 46.8% are not employed.⁹ 97.2% of Biola’s employed labor force commutes to work with an average commute time of 22.9 minutes.¹⁰ Approximately 17.1% of the population has a bachelor’s degree or higher in Biola compared to Fresno County, which is at 24.2% of its total population.¹¹

⁵ U.S. Department of Commerce. 2012. "California: 2010 Population and Housing Counts." Accessed January 29, 2024.
<https://www2.census.gov/library/publications/decennial/2010/cph-2/cph-2-6.pdf>.

⁶ Ibid.

⁷ Ibid.

⁸ United States Census Bureau. 2023. Quick Facts Fresno County, CA. Accessed January 30, 2024.
<https://www.census.gov/quickfacts/fact/table/fresnocountycalifornia/PST045222>.

⁹ 46.8% represents the total percent of Biola residents over the age of 16 who are not employed. This is *not* a representation of unemployment in Biola and does not take into account students, retirees, and other community members who are not actively searching for employment.

¹⁰ United States Census Bureau. 2022. Employment Status. Accessed January 31, 2024.

<https://data.census.gov/table/ACSDP5Y2022.DP03?g=160XX00US0606728>.

¹¹ United States Census Bureau. 2020. Biola, CDP, California. [https://data.census.gov/profile/Biola_CDP,_California?q=160XX00US0606728](https://data.census.gov/profile/Biola_CDP,_California?q=160XX00US0606728;);

United States Census Bureau. 2022. Fresno County, CA. https://data.census.gov/profile/Fresno_County,_California?q=050XX00US06019.

In Biola, 7.1% do not have health care coverage, whereas 6.1% are lacking health care coverage in Fresno County.¹²

The median household income (MHI) in Biola is estimated to be \$38,986, while the MHI in Fresno County is estimated to be \$69,571. Biola is considered a Disadvantaged Unincorporated Community (DUC) since the median household income in the community is less than 80% of the statewide average, as defined in Senate Bill 244.

¹²United States Census Bureau. 2020. Biola, CDP, California. https://data.census.gov/profile/Biola_CDP_California?g=160XX00US0606728;
United States Census Bureau. 2022. Fresno County, CA. https://data.census.gov/profile/Fresno_County_California?g=050XX00US06019.

2. Biola Community Vision

The vision statement provides the framework for understanding the intent and long-term vision for Biola and establishes the basis for the Community Plan goals and policies. It identifies key characteristics necessary for sustaining what is important to the community and for Biola to achieve its potential.

The Biola Community Plan was originally adopted in 1976. As conditions in Biola have changed over time, it is important for the community vision to be confirmed to ensure that the goals and policies of the Community Plan continue to reflect the conditions and aspirations of the community. The following vision statement was developed with the community through feedback received during a series of meetings as part of the community plan update effort.

Create a small community that offers a variety of amenities for residents, including a community center, retail options, parks, and trails, with a cohesive sense of design that fosters development to ensure a variety of housing and job opportunities for residents. Create a place where residents feel safe living in and moving throughout the community.

Public Engagement

As part of the process of developing the Biola Community Plan, six community meetings were held from December 2023 to April 2024. The goal of these community meetings was to gather input from residents and stakeholders to ensure the plan reflects the needs, desires, and concerns of the community. Additional technical meetings were held with key stakeholders throughout the planning process.

Meeting 1: Kickoff – December 2023. The Community Plan update process began in December of 2023 with project initiation. The kickoff meeting discussed what a Community Plan is and the upcoming update process.

Meeting 2: Planning Priorities – January 2024. The community provided input on what planning topics should be addressed in the Community Plan update. The community discussed topics such as economic growth and job opportunities; residential development and housing type variety; community boundary growth and expansion; parks, community centers, and recreation programs; transportation and community safety; and other related topics.

Meeting 3: Vision Confirmation – January 2024. The community provided input on what the community vision should consist of, such as addressing parks and community amenities, additional development, economic growth, transportation safety, and community expansion.

Meeting 4: Transportation – February 2024. The community provided input about the existing circulation system and how it could be improved. Community members identified areas prone to flooding, lacking proper lighting, and areas most used for walking and biking.

Meeting 5: Land Use – February 2024. The existing and proposed land use diagrams were discussed. Community members identified properties within the community that could be improved. Community members also identified preferred locations for a community center and park space.

Meeting 6: Expansion Areas – April 2024. The proposed land use changes were identified and discussed.

Public comments from these meetings are summarized in more detail in *Appendix A*. Generally, the community expressed a desire for park and open space as well as additional development in Biola. Concerns over speeding vehicles, access to recreational space, and additional public safety and code enforcement issues were also raised.



A group of Biola community members attending a meeting held during the public engagement process.

3. Community Plan Elements

The Biola Community Plan is composed of the following elements, which align with the 2024 Fresno County General Plan elements.

- Economic Development,
- Agriculture and Land Use,
- Transportation and Circulation,
- Public Facilities and Services,
- Open Space and Conservation,
- Health and Safety,
- Environmental Justice, and
- Housing.

These elements may consist of new or refined policies specific to the Biola Community Plan area, as well as implementation programs to implement the policies. The goals, policies, and implementation programs contained in this Community Plan recognize that partnerships with Biola organizations are critical for successful implementation. While this Community Plan cannot direct or obligate actions of other organizations, collaboration with the County of Fresno in the implementation of this Plan is encouraged.

All goals, policies, and implementation programs of this Community Plan are in addition to the applicable 2024 Fresno County General Plan goals, policies, and implementation programs.

Table 2 summarizes the acreage within the Biola Community Plan area by land use designation.

Table 2 - Biola Community Plan, Total Acres by Land Use

Planned Land Use		Acres ¹	% of Total ¹
	Residential: Medium Density	72.8	34.1%
	Residential: Medium High Density	9.5	4.4%
	Commercial: Central Business	5.4	2.5%
	Commercial: Service Commercial	8.8	4.1%
	Industrial: Limited	29.4	13.8%
	Industrial: General	11.0	5.2%
	Public Facilities ²	37.8	17.7%
	Reserve Overlay ³	34.9	-
	Right of Way	38.3	18.1%
Total		213.2	100%

¹ Total may not add to 100% due to rounding.

² Public Facilities includes 5 acres of park space.

³ The Reserve Overlay areas in Biola permit a mix of Medium Density Residential, Medium High Density Residential, Public Facilities (Park), and Service Commercial land uses based on the mapping and policies included in the Agriculture and Land Use Element. The acreages in the table reflect assumptions about how those land uses will develop in accordance with this Community Plan, so a percent of total calculation is not provided for the overlay itself.

Economic Development Element

The following goals, policies, and implementation programs apply to the Biola Community Plan area and are in addition to any applicable goals, policies, and implementation programs of the 2024 Fresno County General Plan Economic Development Element.

Goals

- G-ED-1** To clearly communicate Biola’s economic development goals to the community and potential businesses.
- G-ED-2** To diversify businesses in Biola to meet the needs of the community.

Policies and Implementation Programs

- P-ED-1** Encourage the establishment and expansion of businesses that provide for the needs of community members, including retail, personal, and business services.

- P-ED-1a** Work with community partners to identify barriers to providing expanded business resources within Biola.

*Barriers to the establishment of new businesses or the expansion of existing businesses may include: **availability and adequacy of community infrastructure**, such as water and sewer service, storm drainage facilities, or safe access for consumers and business transport; **capacity and commitment of the community**, such as the presence of business organizations to drive implementation of community economic development goals, or the active participation and support of the Biola community members in supporting local businesses.*

- P-ED-2** Encourage the Biola Chamber of Commerce to strengthen participation, expand resources available to local Biola businesses, and to identify strategies for economic development in the community.

- P-ED-3** Increase the presence and success of locally-owned businesses within the community by fostering an environment that encourages entrepreneurship, innovation, and community engagement.

- P-ED-3a** Consider launching a marketing campaign in coordination with the Biola Chamber of Commerce or other local business organizations to promote the benefits of supporting local businesses and encourage residents to prioritize shopping at locally-owned establishments.

- P-ED-3b** Coordinate with local business associations, such as the Biola Chamber of Commerce, Fresno County Economic Development Corporation, or Valley Community Small Business Development Center, to offer workshops and/or

training sessions tailored to the needs of local entrepreneurs and small business owners.

P-ED-4 Establish regular communication channels between community leaders and community members.

P-ED-4a Partner with Biola Community Services District, the Biola Chamber of Commerce, and other community-specific groups where residents can voice their concerns and provide feedback on various items related to the ongoing business development activities within the community.

P-ED-4b Discuss economic development at other regular community events.

Agriculture and Land Use Element

The following goals, policies, and implementation programs apply to the Biola Community Plan area and are in addition to any applicable goals, policies, and implementation programs of the 2024 Fresno County General Plan Agriculture and Land Use Element.

Goals

G-LU-1 To accommodate a wide range of land uses to meet the needs of the community.

Policies and Implementation Programs

P-LU-1 Development shall occur in accordance with the land use designations described in *Table 3 – Land Use Designation Descriptions* and shown on *Figure 2 – Land Use Diagram*.

Table 3 – Land Use Designation Descriptions

Land Use Designation	Designation Description	Residential Intensity (in gross acres) ¹		Non-residential Intensity (FAR) ²
		Minimum Density	Maximum Density	
Residential: Medium Density	This designation provides for single-family dwellings, multi-family dwellings, and accessory structures.	2.8 DU/acre	5.8 DU/acre	0.40
Residential: Medium High Density	This designation provides for single-family dwellings, multi-family dwellings, accessory structures, churches, schools, and libraries. Maximum density shall be determined based on adequate infrastructure (community water and sewer, adequate roads/access and parking area).	5.8 DU/acre	23 DU/acre (29 net)	0.50

Land Use Designation	Designation Description	Residential Intensity (in gross acres) ¹		Non-residential Intensity (FAR) ²
		Minimum Density	Maximum Density	
Commercial: Central Business	This designation provides for development of commercial centers where the full range of retail services and professional and governmental offices are concentrated in a location that is central to most community residents. Typical uses include specialty shops, retail, entertainment uses, apparel stores, restaurants, hotels/motels, and financial, medical, professional offices, and mixed-use developments.	5.85 DU/acre	16 DU/ acre (net)	1.00
Commercial: Service Commercial	This designation provides for general commercial uses which, due to space requirements or the distinctive nature of the operation, are not usually located in commercial centers. Typical uses include repair, rental, sales, storage, and overnight lodging.	5.8 DU/acre	14.5 DU/acre	1.00
Industrial: Limited	This designation provides for restricted non-intensive manufacturing and storage activities that do not have detrimental impacts on surrounding properties.	n/a	n/a	1.50
Industrial: General	This designation provides for the full range of manufacturing, processing, fabrication, and storage activities. Land designated General Industrial may be developed to a less intense industrial use when in a transitional area adjacent to land designated for non-industrial urban uses.	n/a	n/a	1.50
Public Facilities	This designation provides for the location of services and facilities that are necessary to the welfare of the community. Typical uses include liquid and solid waste disposal, ponding basins, parks, schools, civic centers, hospitals, libraries,	n/a	n/a	0.5

Land Use Designation	Designation Description	Residential Intensity (in gross acres) ¹		Non-residential Intensity (FAR) ²
		Minimum Density	Maximum Density	
	penal institutions, and cemeteries.			
Reserve Overlay	This overlay is intended to reserve certain lands for future more intensive development by permitting only limited agricultural uses on an interim basis. Typical uses include livestock raising; tree, vine, and field crops; single-family dwellings; and accessory buildings. Where such lands are peripheral to an unincorporated community, development shall be subject to the provision of public facilities and phasing.	0 DU/acre	1.0 DU/20 acres	0.10 ³

¹Maximum allowable residential intensity or allowable range of residential intensity. Gross acreage includes roadways and other rights-of-way. Net acreage is about 80 percent of gross acreage.

²Maximum allowable intensity for non-residential uses allowed as a matter of right in the compatible zone district where parcel size meets or exceeds minimum area requirements of applicable districts.

³Does not apply to facilities necessary for resource production.

P-LU-2 The Medium Density Residential, Medium High Density Residential, Service Commercial, and Public Facilities land uses are permitted within the identified Northwest Reserve Overlay Site (overlay shown in **Figure 2 – Land Use Diagram**). Land uses may be adjusted within the boundary of the Northwest Reserve Overlay Site and shall meet the following criteria:

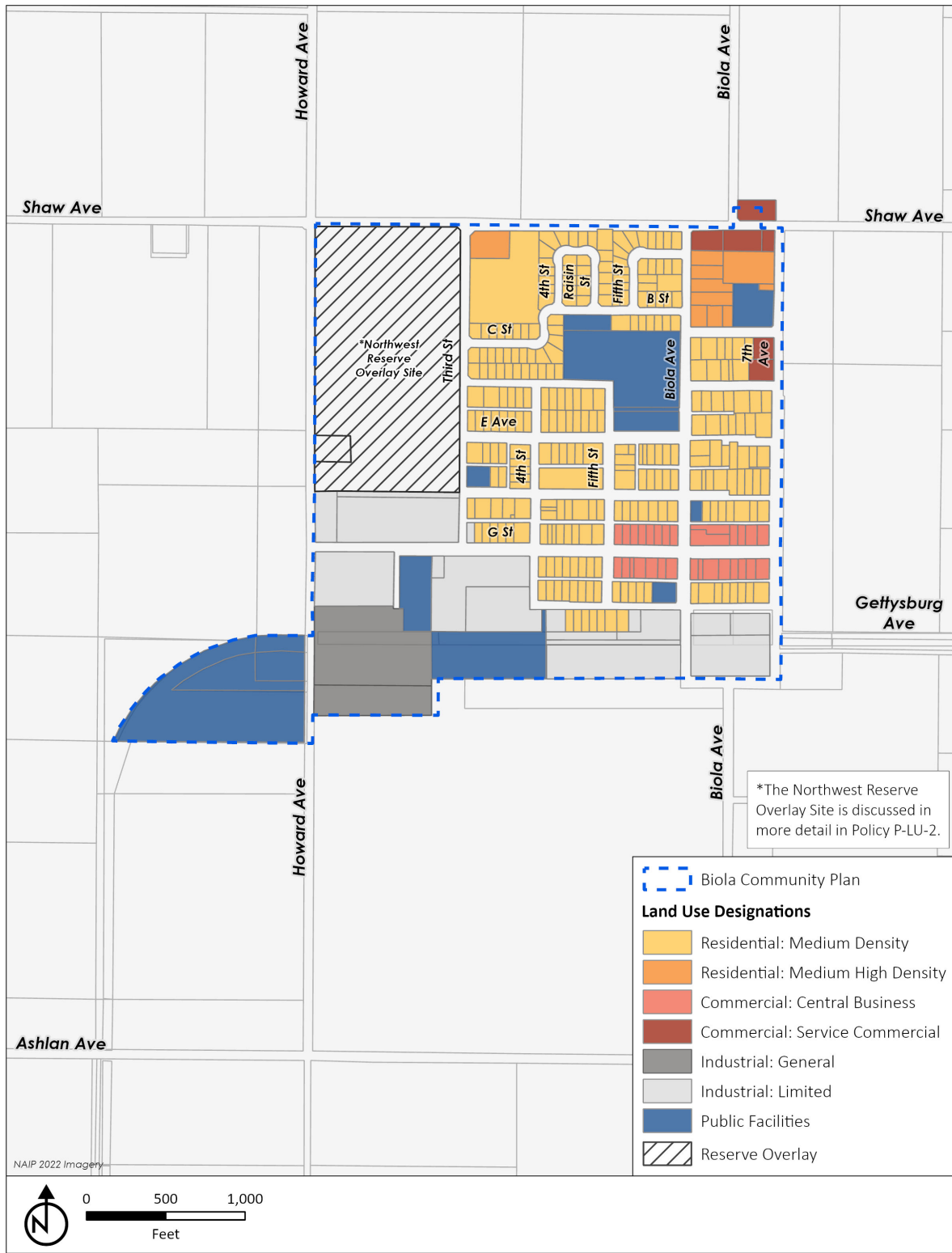
- Commercial development shall include additional signage directing traffic to the central business district on G Street.
- Primary access to the Service Commercial designation shall be provided directly from Shaw Avenue.
- Development between residential and non-residential designations shall incorporate buffers in accordance with the Fresno County Zoning Ordinance.
- No more than 25%, or approximately 8.5 acres, of the Northwest Reserve Overlay Site may be developed with Service Commercial land uses.

- A minimum of 1 acre of the Northwest Reserve Overlay Site must be developed as park space (Public Facilities).

The Fresno County General Plan Reserve Overlay acknowledges the site will be developed with urban uses while facilitating ongoing agricultural uses on-site until such development occurs. No amendment to the General Plan is required to remove the Reserve Overlay designation prior to development of the site; however, a rezone would be necessary.

- P-LU-3** Encourage a mix of housing at varying densities within projects. Blended densities shall be allowed if they remain within the minimum and maximum densities, as calculated across the entire project site.
- P-LU-4** Facilitate the development of duplex, triplex, and fourplex units, where appropriate, to further support the increase of housing variety in Biola.
- P-LU-5** Future updates to the community plan should consider prioritizing growth southwest of the existing community limits generally west of Howard Avenue.
- P-LU-5a** Conduct comprehensive assessments of the future expansion areas to identify their strengths, weaknesses, and development needs. Consider site suitability factors such as terrain, accessibility, environmental impact, infrastructure needs and feasibility.
- P-LU-6** Pursuant to the Fresno County Zoning Ordinance, adequate buffering and screening between residential and non-residential areas shall be installed and maintained.
- P-LU-7** Require screening, such as fencing or vegetation, of public utility facilities when interfacing with residential areas.

Figure 2 – Land Use Diagram



Transportation and Circulation Element

The following goals, policies, and implementation programs apply to the Biola Community Plan area and are in addition to any applicable goals, policies, and implementation programs of the 2024 Fresno County General Plan Transportation and Circulation Element.

Goals

- G-TC-1** To minimize conflicts among different modes of traffic.
- G-TC-2** To avoid routing industrial traffic through the community on local streets.

Policies and Implementation Programs

P-TC-1 Establish dedicated pathways, sidewalks, and bike lanes separated from vehicular traffic to reduce conflicts and enhance safety for non-motorized users. Prioritize improvements that provide safe routes to work, schools, parks, and commercial areas to improve safety, efficiency, and connectivity.

P-TC-1a Identify sidewalk and bike lane segments that should be prioritized for improvement in the near-term based on community feedback.

P-TC-1b Consider partnering with organizations or agencies to conduct walking audits that evaluate pedestrian infrastructure, safety measures, and accessibility in order to identify long-term improvements.

Potential safety improvements may include crosswalks, additional lighting, and providing physical separation from vehicular traffic such as installing bollards or street trees.

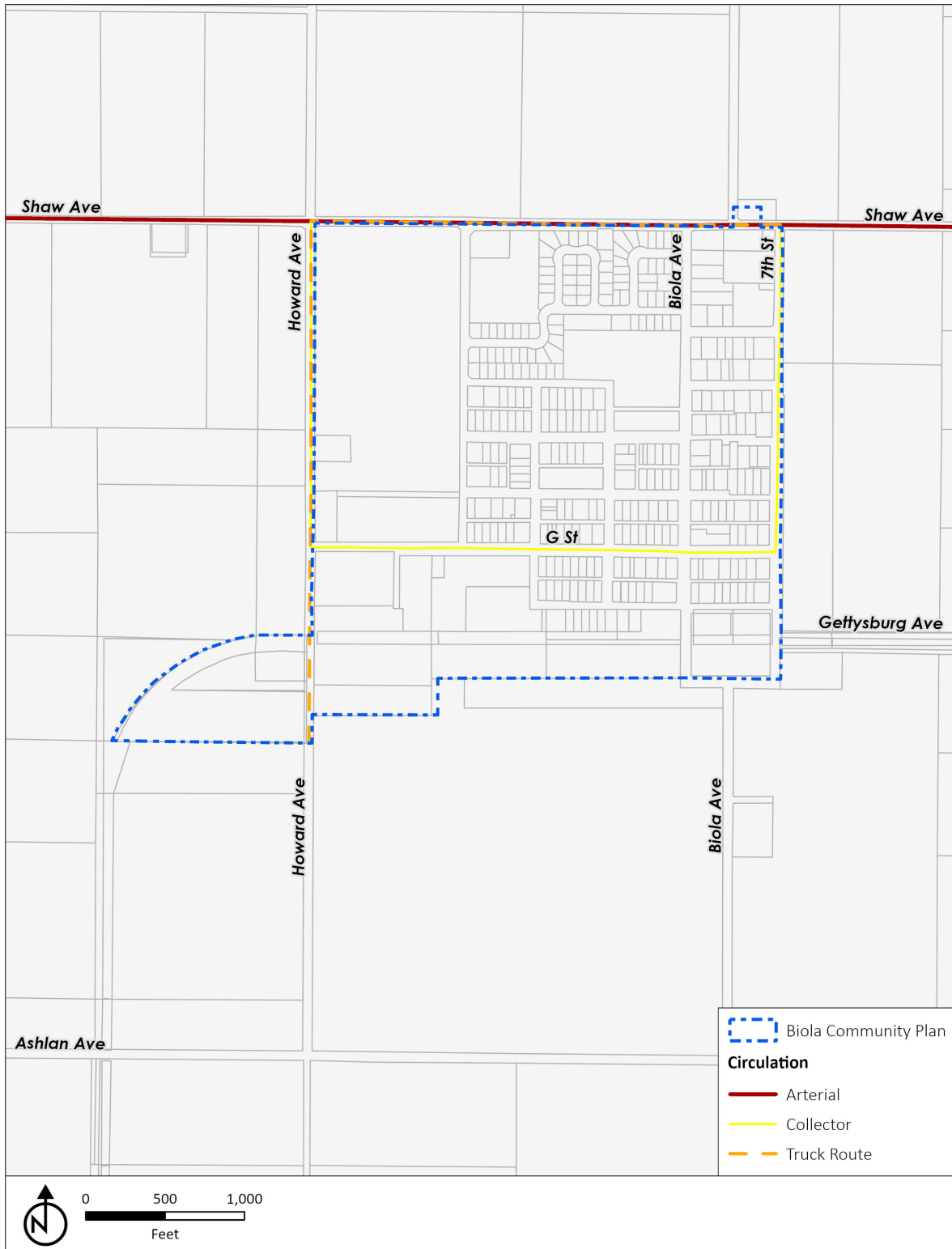
P-TC-2 Periodically update, as needed, County's active transportation plan to ensure the safety and accessibility of pedestrians and bicyclists.

P-TC-2a Pursue funding opportunities for the development of a Safe Routes to School Plan or similar active transportation plan.

P-TC-3 Discourage industrial truck traffic from routing through residential areas.

P-TC-3a Evaluate as necessary, installation of potential traffic calming measures on local streets to discourage industrial vehicle traffic.

Figure 3 – Circulation Diagram



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Public Facilities and Services Element

The following goals, policies, and implementation programs apply to the Biola Community Plan area and are in addition to any applicable goals, policies, and implementation programs as of the 2024 Fresno County General Plan Public Facilities and Services Element.

Goals

- G-PFS-1** To provide public facilities, utilities, and community services that reliably meet the needs of the existing community and planned growth.

Policies and Implementation Programs

- P-PFS-1** Coordinate with the Biola Community Services District to align its boundaries with the Biola Community Plan boundary to accommodate planned growth.
- P-PFS-1a** Encourage Biola Community Services District to prepare infrastructure master plans for water, wastewater, and storm drainage infrastructure and service to support future community growth.
- P-PFS-2** Support the Biola Community Services District in pursuing funding for the construction of public facilities to adequately serve the existing community and planned growth.
- P-PFS-2a** Work with the Biola Community Services District to identify priority water and sewer capacity improvement projects that would facilitate residential and non-residential growth opportunities.
- P-PFS-2b** Conduct an annual survey with Biola Community Services District to identify the number of connections and available capacity for water and sewer service.
- P-PFS-3** Reduce and/or prevent flood risk in the community to protect public safety, preserve property, and enhance environmental sustainability.
- P-PFS-3a** Support the development of additional stormwater basins and public facilities improvements to address identified capacity and flooding concerns.
- P-PFS-3b** As part of its master infrastructure planning process, encourage the Biola Community Services District to conduct a stormwater flooding analysis for the entire community to determine flood-prone areas, evaluate infrastructure vulnerabilities, and develop flood mitigation strategies.
- P-PFS-4** Coordinate with the Biola Community Services District to ensure all existing industrial uses are connected to the public water and sewer systems.

Open Space and Conservation Element

The following goals, policies, and implementation programs apply to the Biola Community Plan area and are in addition to any applicable goals, policies, and implementation programs of the 2024 Fresno County General Plan Open Space and Conservation Element.

Goals

- G-OSC-1** To provide and maintain open space areas that enhance community livability and provide opportunities for improved public health.

Policies and Implementation Programs

- P-OSC-1** Coordinate with the Central Unified School District to request permission for the community use of outdoor school facilities, such as playgrounds, blacktop areas, and playing fields, during non-school hours.
- P-OSC-2** Coordinate with community partners to encourage recreational programs.
- P-OSC-3** Ensure that park space is accessible and connected to the community.
- P-OSC-3a** Work with community partners and the Biola Community Services District to secure funding for the acquisition and construction of park space.
- P-OSC-3b** Work with community partners and the Biola Community Services District to maintain and improve open space, including drafting a maintenance plan and retaining sufficient open space for community events such as a carnival or fair.
- P-OSC-4** Within single family residential projects, whether attached or detached, a minimum of 5% of the project site, not inclusive of existing or future major road rights-of-way, shall be developed with usable open space. Such open space shall be maintained by an assessment district, landscape/lighting district, homeowners' association, or other appropriate maintenance entity.
- P-OSC-4a** Adopt standards that establish minimum requirements for open space areas to qualify as usable for purposes of meeting the 5% usable open space requirement.
- P-OSC-5** Within multifamily residential projects, including mobile home parks, a minimum of 10% of the project site shall be developed with usable open space which could include swimming pools, green space, recreational trails, or parks.
- P-OSC-6** Consider opportunities to provide new parks and open space areas, as well as community center development or improvements, and plan for their long-term maintenance.
- P-OSC-6a** Coordinate with the Biola Community Services District on the development and maintenance of park space and the community center.

Health and Safety Element

The following goals, policies, and implementation programs apply to the Biola Community Plan area and are in addition to any applicable goals, policies, and implementation programs of the 2024 Fresno County General Plan Health and Safety Element.

Goals

- G-HS-1** To create a safe and well-lit environment for the community.
- G-HS-2** To limit impacts to the community from natural environmental factors.

Policies and Implementation Programs

- P-HS-1** Enforce code violations, including but not limited to, loitering, unsafe structures, and illegal use of property.
 - P-HS-1a** Coordinate with code enforcement and law enforcement to address complaints in a timely manner.
- P-HS-2** Encourage and support the installation of street lighting and shade coverage throughout Biola. Prioritize installations along key pedestrian and bicycle routes and near transit stops.
 - P-HS-2a** Support the Biola Community Services District in pursuing funding for street lighting and shade coverage improvements.
- P-HS-3** Coordinate with Central Unified School District to bring health facilities and/or programs to the community.

Environmental Justice Element

The Biola Community Plan area is subject to the applicable goals, policies, and implementation programs of the 2024 Fresno County General Plan Environmental Justice Element.

Housing Element

The Biola Community Plan area is subject to the applicable goals and programs of the Fresno County Housing Element. The Housing Element is subject to review and certification by the California Department of Housing and Community Development per Government Code section 65580 et seq. and updates are required on a prescribed schedule.

Appendix A:
Biola Community Plan Update
Community Meetings Summary

Biola Community Plan Update Community Meetings Summary

Meeting 1: Kickoff (12/6/23)

Overview

On December 6, 2023, the Fresno County Public Works Department hosted a public workshop in Biola. The session primarily consisted of a question-and-answer format, where community members had the opportunity to discuss housing and zoning codes. This meeting also served as the community kickoff of the Community Plan Update project. Participants could attend in person or online.

Housing Q&A

Summary of Public Comments

During the public comment session, several key questions and points were raised, including:

- How long will the public outreach process take?
 - With a consultant on board, the goal is to complete the meetings within 4-5 months.
- Regarding infrastructure, the community wants to see the following:
 - Improvements to streetlights and installation of speed bumps,
 - Establishment of a gallon water refill station,
 - Development of green spaces and sidewalks,
 - Improvements to library facilities.
 - Development of parks and recreational areas to encourage community interaction, and
 - Improvements to sidewalks and roads.
- Regarding community safety and services, the community wants to see the following:
 - Increased sheriff patrolling to enhance safety,
 - Addressing animal dumping through improved animal control services,
 - Installation of additional stop signs for traffic safety,
 - Accessible transit options,
 - Single-family development,

- Additional amenities such as laundromats and substations, and
- Mental health resources.
- Regarding economic development, a community member expressed the desire to put business development before housing or industrial development.

Meeting 2: Planning Priorities (1/17/24)

Overview

A meeting was held in Biola covering what the Fresno Multi-Jurisdictional Hazard Mitigation Plan will cover and to gather community input for the Community Plan on January 17, 2024. Participants could attend in person or online.

Topic 1: Hazard Mitigation Plan

A consultant from Witt O'Brien's gave a presentation about the Fresno County Hazard Mitigation Plan update.

Summary of Public Comment:

Biola community members identified the following concerns related to the hazard mitigation plan:

- Several areas in Biola are prone to flooding, especially in winter.
 - The south side of the school on E street floods, which forces students to walk into the street during winter.
 - The stop sign at Biola Avenue by the market also floods.
 - The intersection of E Street and Biola Avenue floods and does not have warning signs for flooding.

Topic 2: Community Plan

The Fresno County Public Works Department staff attended to gather input from the Biola community on their vision for the town's development over the next 30 years. This initiative sought to address current concerns and priorities within the community, reflecting on what residents value most in Biola. The goal was to understand both the major concerns of the community and the aspects of Biola that people appreciate, ensuring that the Community Plans align with the needs and preferences of its residents. The County received the general comments from the community and then completed several poster activities intended to help guide the discussion about planning priorities and community vision.

Summary of Public Comments

The County received the following general comments about Biola:

- Local business owners and residents are interested in the community’s future plans and have expressed a desire for improvements such as a walking trail and outdoor recreational facilities.
- Residents would like to see the town develop a more vibrant downtown area similar to Kerman or Fowler.
- During school closures children lose access to recreational resources, highlighting the need for additional facilities.
- The community seeks to be self-sustainable, with better transportation, more stores, sidewalks, and a focus on education.
- The Principal of Biola Elementary emphasizes child advocacy and the importance of educational resources.

Summary of Posters

Staff prepared four posters for residents to provide input on planning priorities and vision for Biola. The first three posters asked open-ended questions about the community and had residents provide input on sticky notes. The fourth poster outlined potential planning priorities and asked residents to vote for the planning priority they thought was the most important for Biola. The results of these poster activities are summarized below. Italicized comments were translated from Spanish.

What do you like most about the community?

- How we take care of one another like family
- Family-like community
- Quiet town
- Always united as one
- It’s always calm/peaceful
- The fact that it’s a small town & everyone is like family
- It’s like family
- The stores and quiet town
- We get to know everyone at Biola
- Small community. I know most families.
- Family feel & peace & quiet
- The.community.is.like.a.family
- It’s a quiet small town
- Laid back country-feel, quiet (except for the dogs)
- How we all work together
- Everyone.helps.each.other.like.a.family.would

- I love my friends and teachers
- Having the best neighbors
- Close family-ness, togetherness
- Small town population
- Knowing more people from different backgrounds
- Assistance for low-income residents like Wi-Fi, rides, etc.
- We are able to open up and talk to each other like family.

What would you change about the community?

- Provide youth with groups, activities, sports and help homeless with a program
- Flooding
- Youth Sports
- Make it look prettier and more welcoming
- More stores/businesses
- Summer recreation for youth
- Recreation in Community Center
- The visual appearance of our downtown
- I would love to see more walking trails and opportunities to be active outside.
- Have cars not speed on the streets
- The run-down buildings
- The ability to have services (laundromat, store, restaurants, car wash, etc.)
- Transportation, NEED Transportation to Fresno State. City bus?
- More sports for kids to stay active out of school.
- More youth sports that are out of school
- Abandoned buildings; Abandoned houses
- Empty lots. Beat down buildings. Drug houses.
- Boys & Girls Club. Clinics.
- We need to provide animal control for any stray pets who are hurt and need a home
- Increase of law enforcement
- A new park in the grass please
- Stop street racing
- Help elders who need help. Need recreation
- More security and more jobs
- Provide youth with activities sports, etc. to keep them away from drugs, increase law enforcement and programs for homeless families
- To have a laundromat
- Have someone patrol the streets and enforce the rules in the community

What are your top two concerns about the community?

- Drugs
- Homeless, Drugs
- Vehicles speeding. In cases of emergencies officers could take too long to arrive sometimes
- Crime and homeless/Drugs
- Gas station
- Family park and grocery stores (with produce)
- Transportation & usage of our “downtown”
- Gas Station. Grocery
- Homeless people, flooding close to elementary/Shaw Market
- Drugs, homeless
- Speeding cars. Need cops on site
- Sheriff substation, more lighting
- No law enforcement station. No safe place for children to play
- A convenient clinic? store
- No outdoor facilities for children. Lack of police
- We have seen the most caring people change into going on the streets on drugs or selling drugs. Pets’ mental health are getting worse every day.
- Have more stores open and need more clinics
- No outside area for kids to play (school is locked & closed). Lack of funding to grow our community.
- Stray dogs & cats
- All the stray cats and dogs that are out in the street risking their safety.

What should be prioritized in the Community Plan?

1. Parks, Community Centers, and Recreation Programs (27 votes)
2. Transportation and Community Safety (16 votes)
3. Residential Development and Housing Type Variety (9 votes)
4. Economic Growth and Job Opportunities (8 votes)
5. Community Boundary Growth and Expansion (6 votes)

Meeting 3: Vision Confirmation (1/31/2024)

Overview

On January 31, 2024, the Fresno County Public Works and Planning Department hosted a public workshop to provide an overview of the previous meeting and approve the vision statement. The Biola Community Service District also gave a presentation. Participants had the option to attend in person or join online.

Vision Statement & Public Facilities/Services

Summary of Public Comment

Staff shared the results of the previous meeting's poster activities and gave attendees the opportunity to add additional comments. Staff received the following additions:

- What would you change about your community?
 - Reduce the number of broken-down cars
 - Have more affordable housing
- What are your top concerns about your community?
 - Flooding

Staff also asked participants to vote for their top two planning priorities which were also shared at the previous meeting. The following votes were received:

1. Transportation and Community Safety (11 votes)
2. Parks, Community Centers, and Recreation Programs (10 votes)
3. Economic Growth and Job Opportunities (9 votes)
4. Residential Development and Housing Type Variety (6 votes)
5. Community Boundary Growth and Expansion (0 votes)

Although the results varied slightly from the previous meeting, the same top two priorities were identified. Staff recognized that the previous meeting had larger attendance and kept Parks, Community Centers, and Recreation Programs as the top planning priority. Transportation and Community Safety was identified as the second highest priority.

Staff shared the vision statement prepared based on the input from the previous meeting. The majority of attendees approved of and agreed with the vision statement.

Biola CSD Presentation

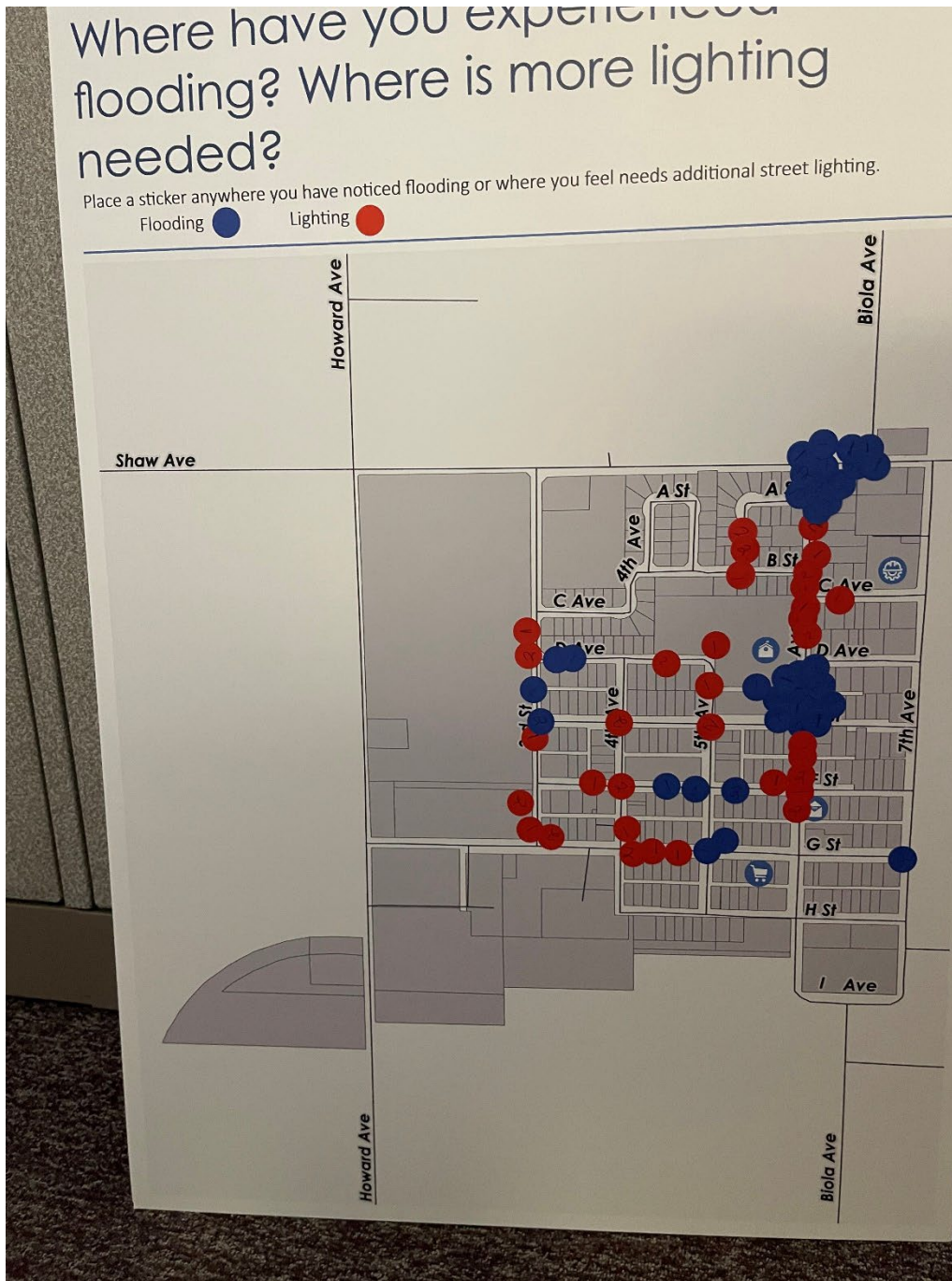
Summary of Public Comments

Residents had an opportunity to ask questions and share concerns with Fresno County and Biola Community Service District staff. One resident was concerned that a developer could potentially build a large residential development with no oversight. The County identified procedures in place to ensure quality development. Another resident asked about the motivations for pushing for housing development. The County highlighted the benefits of housing development for community stability.

Poster Activities

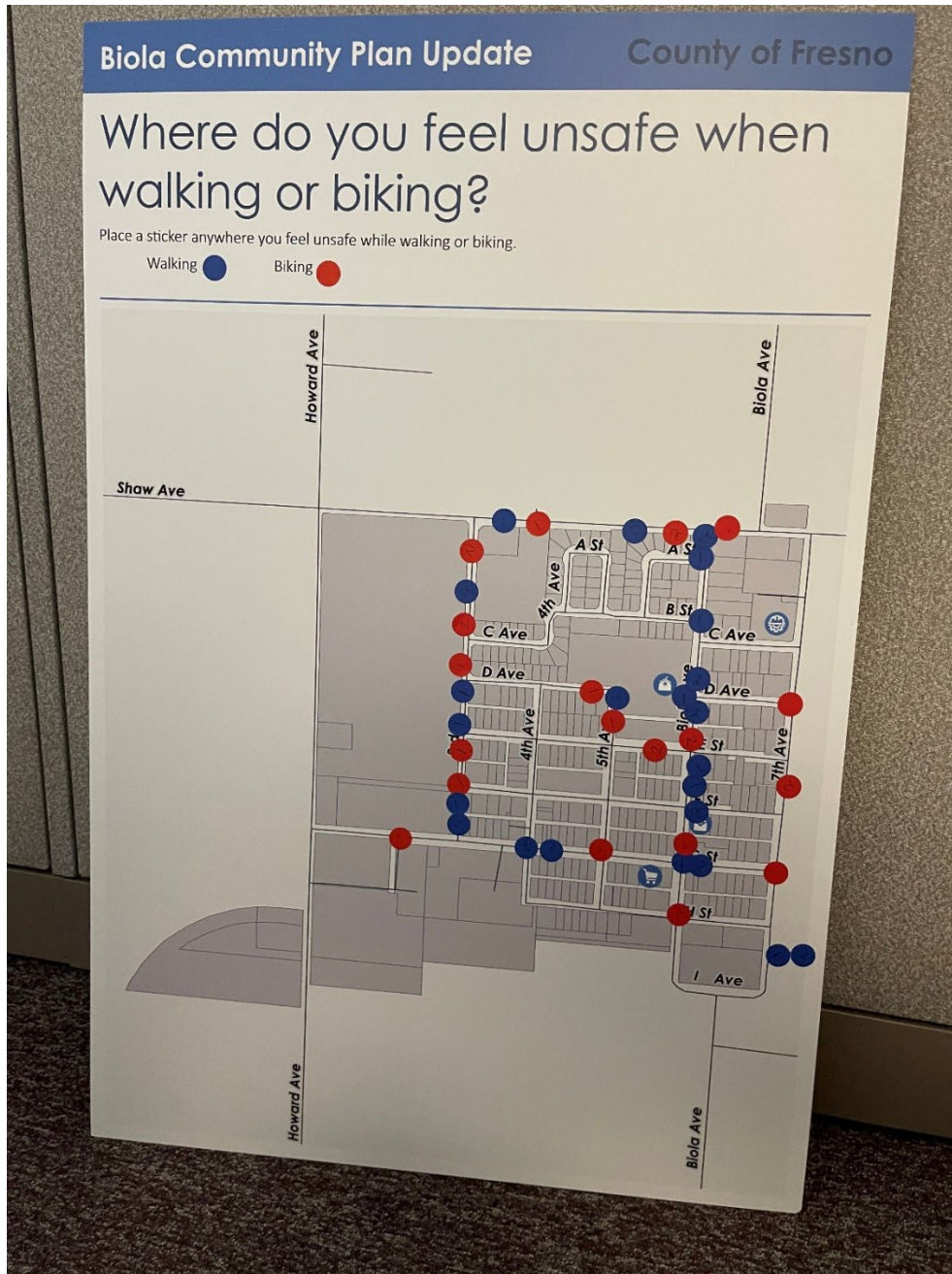
The first poster asked participants to mark on a map where they have experienced flooding and where more lighting is needed in Biola. The two areas of greatest concern regarding flooding are the intersection of Biola Avenue and A Street, as well as the intersection of Biola Avenue and E Street. Additionally, the greatest area of concern for lighting is along Biola Ave.

Figure 1: Flooding and Lighting Poster Activity Results



Participants were also asked to place a blue dot on a map in the areas they feel unsafe walking in Biola and a red dot in areas where they feel unsafe biking. The most notable streets were Biola Avenue with 13 dots, 3rd Street with 10 dots, G Street with 7 dots, and Shaw Ave with 6 dots.

Figure 2: Walking and Biking Map Activity Results



Meeting 4: Transportation (2/22/24)

Overview

A meeting was held in Biola on February 22, 2024. There were several presenters including the County Sheriff, Central Unified Facilities manager, and Fresno County Public Works Department. Participants had the option to attend in person or online.

County Sheriff Informational Presentation

The Fresno County Sheriff provided information about police services in the area, including the four deputies that patrol Area 1 and the procedures for responding to incidents of varying priorities. Residents raised concerns about street racing, speeding, and the high number of stray dogs in Biola, as well as reported incidents of public urination. The Sheriff identified some potential actions to address these concerns, as well as the other agencies, including California Highway Patrol and Fresno Humane Society, that would be involved.

Central Unified Facilities Manager Presentation on the Biola Community Center

The Central Unified Facilities Manager gave a presentation on the Biola Community Center, including upcoming developments such as a modular classroom unit, fencing, parking availability, and tree removal. Flooding during rainy weather and the lack of walkable space along the fence line were acknowledged, with a commitment to address these issues with any developers involved. Additionally, the Fresno County Public Works Department discussed plans for sidewalks, which will be five feet wide to accommodate wheelchairs, funded by the Active Transportation Program and Measure C funds. Staff also clarified that while there are plans for toolboxes or conduits for future lighting, the budget constraints mean that lighting cannot be funded at this time. The Community Services District is interested in financing the lighting, contingent on available budget resources.

Overview of Previous Meeting Poster Activities

Community members were asked whether they agreed with the biking and walking priorities from the previous meeting. The consensus was to remove the second-place walking priority, 7th St, and replace it with G St.

Participants were also asked to identify their top priority among sidewalks, lighting, flooding, and biking. The results were as follows:

1. Sidewalks
2. Lighting
3. Flooding
4. Biking

When talking about rural transit opportunities, a participant commented on ridership in Biola, noting that residents have their own vehicles and know how to get around, which is why ridership is low. In response, it was clarified that the focus is on providing options for those who cannot drive, emphasizing that this initiative is aimed at necessity rather than convenience.

Meeting 5: Land Use (2/28/2024)

Overview

A meeting was held in Biola on February 28, 2024. Community members were seated at tables for small group discussions about potential sites for development and redevelopment, as well as potential sites for a community center and a park. Participants could attend in person or online.

Land Use Discussions

Community members at table 1 voted on developing a community center at the Community Service District site or to the east of the existing downtown area on G Street. The G Street location and the basin south of the elementary school were also identified as potential sites for a park. Development and redevelopment sites are annotated on the map below, while potential park sites are shown with blue dots and community center sites are shown with red dots.

Figure 3: Table 1 Notes

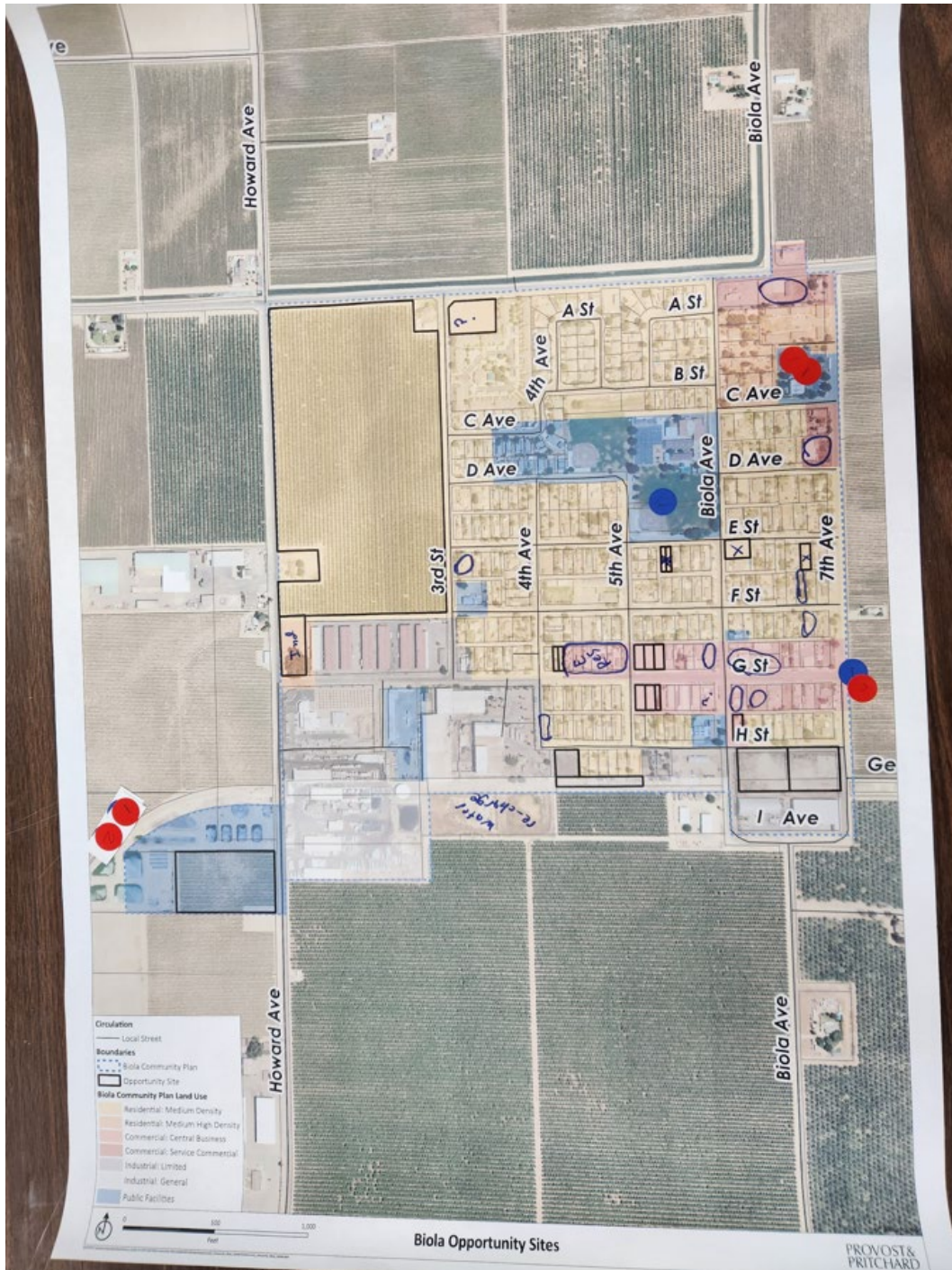


Table 2 identified the Reserve Site on the western side of Biola, as well as at and across the street from the Community Service District site as potential locations for a community center. The Reserve Site, as well as the site to the west of the elementary school and vacant parcels on G Street near the downtown were identified as potential park locations. Development and redevelopment sites are annotated on the map below, while potential park sites are shown with blue dots and community center sites are shown with red dots.

Figure 4: Table 2 Notes

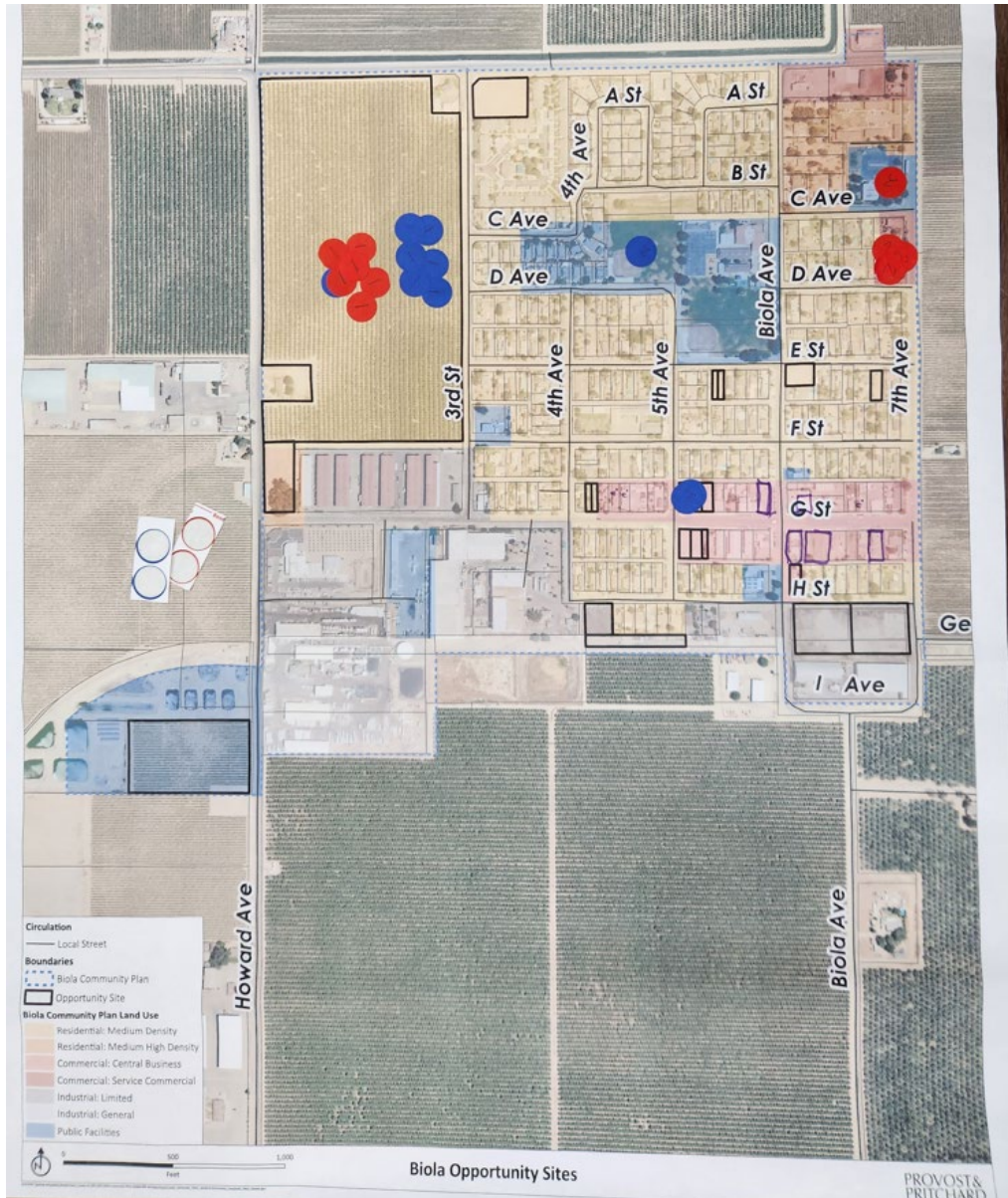
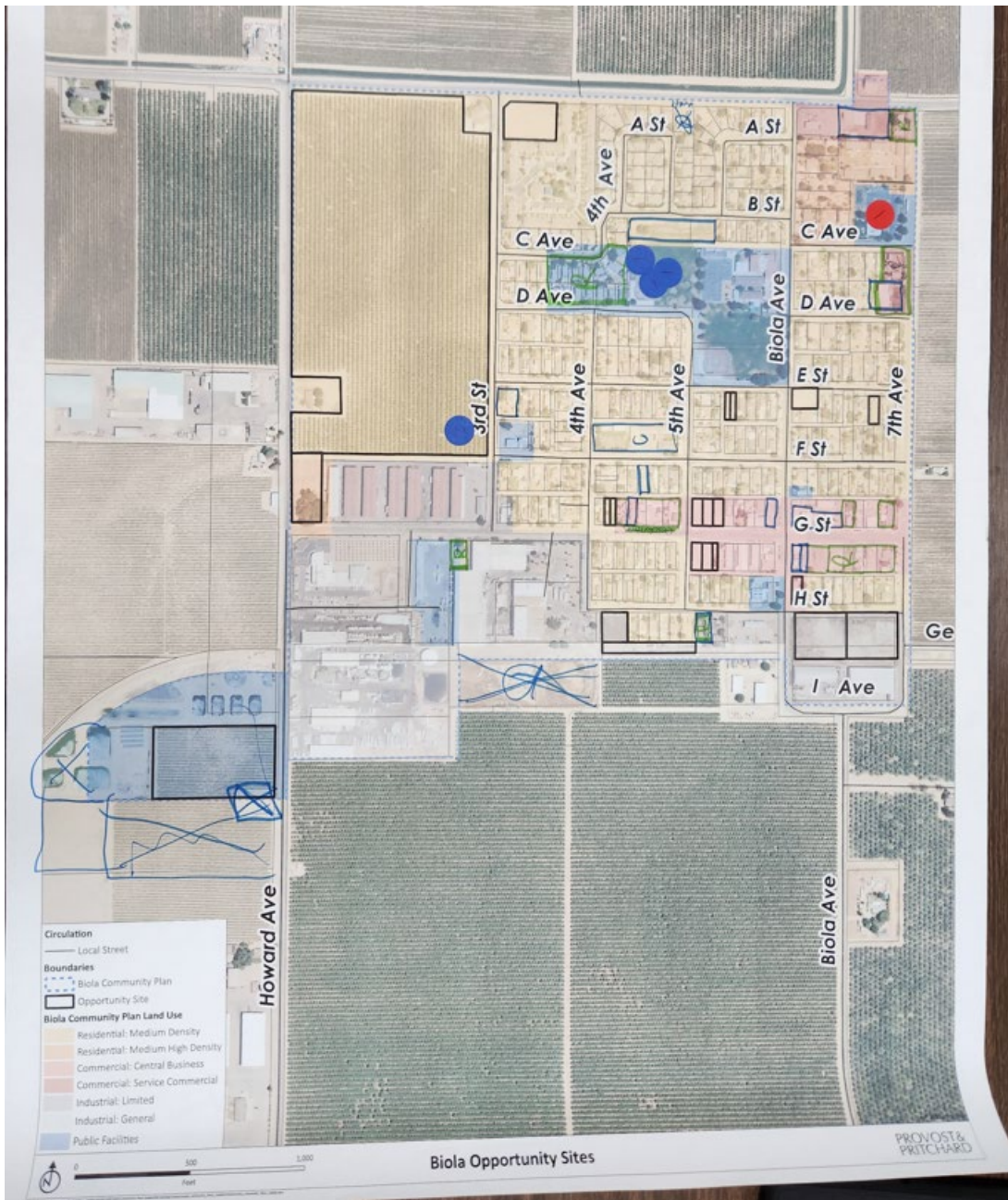


Table 3 identified the Community Service District site as a potential location for a community center. The Reserve Site and site to the west of the elementary school were identified as potential locations for a park. Development and redevelopment sites are annotated on the map below, while potential park sites are shown with blue dots and community center sites are shown with red dots.

Figure 5: Table 3 Notes



Meeting 6: Expansion Areas (4/4/24)

Overview

A public workshop was held on April 4, 2024, a community meeting was conducted by Fresno County Public Works Department. Additional project staff were also in attendance. The meeting focused on proposed land expansions and involved sharing details about the suggested changes. Attendees had the opportunity to provide additional feedback through voting. The primary discussion centered around the land use diagram, which included an examination of nine specific sites. The meeting could be attended in person or online.

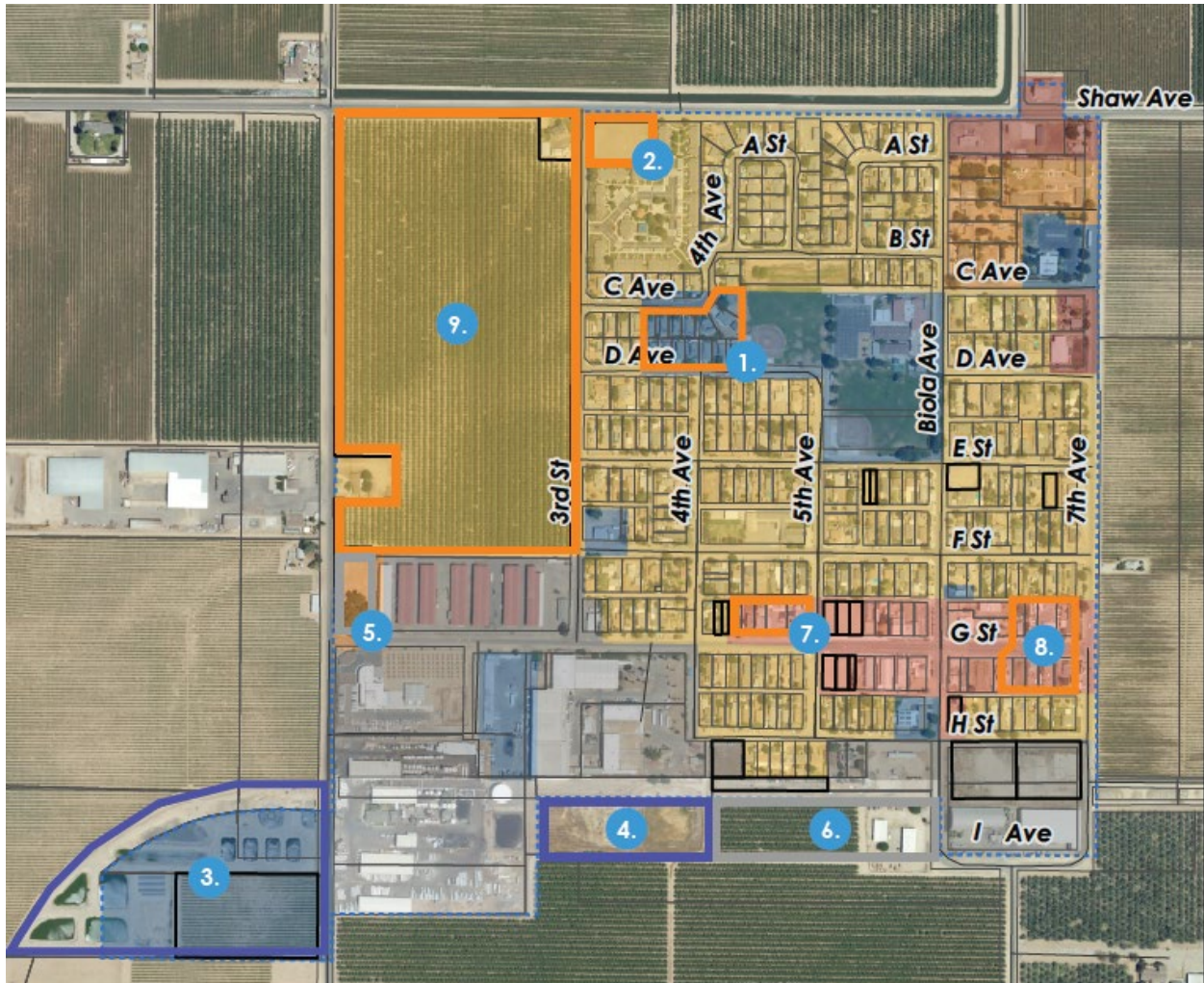
Expansion Areas

Summary of Public Comment

The County shared proposed land use changes for the Community Plan Land Use Diagram. Nine sites were presented to the community. The first four sites were changes to reflect existing conditions and were not voted on by the community. Site five redesignated a site from Medium High Density Residential (MHDR) to Limited Industrial to better match the surrounding land uses. Site six added a Limited Industrial site to the Community Plan boundary. Sites seven and eight redesignated sites from Central Business Commercial to Medium Density Residential (MDR) to reflect existing land uses. Site nine redesignated a site from MDR to 5 acres of Medium High Density Residential (MHDR), 5 acres of park, 20 acres of MDR, and 4 acres of commercial as part of the Reserve Site in Biola. Participants were asked to vote on sites five through nine and all sites were approved by the community.

Following the voting, there was general discussion about development potential in Biola. Specifically, a property for sale north of Biola, near the San Joaquin River, and the River Ranch industrial site south of Biola were discussed. Fresno County staff noted that these sites could potentially be added to the Community Plan at a later date, depending on development and Community Service District capacity, but would not be added as part of the ongoing Community Plan Update.

Figure 6: Biola Opportunity Sites Map



RESOLUTION NO. 2025-01
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIOLA COMMUNITY SERVICES DISTRICT
REVISION OF SIGNERS FOR THE DISTRICT'S CENTRAL VALLEY COMMUNITY
BANK ACCOUNT

WHEREAS, the Board of Directors of the Biola Community Services District has recently welcomed two newly elected officials and has reorganized its positions, with changes taking effect on December 19, 2024.

WHEREAS, the District requires two signers for every check issued from its bank account for proper financial oversight and management; and

WHEREAS, it is imperative to revise the list of authorized signers to ensure seamless financial transactions and compliance with established procedures;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Biola Community Services District that the immediate removal of Jennifer M. Duarte and Martha Margarita Madera shall occur, and the individuals listed below are hereby appointed as authorized signers for the District's Central Valley Community Bank account:

1. Kinverly Suarez, Board President & Board Secretary
2. Carlos Rodriguez, Board Treasurer
3. Elaine Cervantes, General Manager

FURTHER RESOLVED that this resolution shall be effective as of January 10, 2025, and the Central Valley Community Bank is hereby directed to update its records accordingly.

PASSED AND ADOPTED by the Board of Directors of the Biola Community Services District on this 16th day of January, 2025, at the Regular Meeting thereof.

MOTION MADE/SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

ATTEST:

Kinverly Suarez, Board President
Board of Directors
Biola Community Services District

Marisol Camacho, Board Clerk
Biola Community Service District

Biola Community Services District

By-Laws

Mission Statement-

“The Board of Directors and District Employees are committed to the ever-growing needs of the community by providing high quality services, open lines of communication, promoting community participation and using its resources to build high quality of standards for the people.”

The By-laws are the rules and regulations by which the board conducts the business of the people who reside or conduct business within the sphere of influence in the township of Biola. The sphere of influence is set forth by the current accepted physical boundaries of the township of Biola. The By-laws are developed specifically for the needs of Biola to govern itself. The By-laws are no different than any other law of the land. They are deemed as enforceable as any law passed by the city, county or state. Failure to comply with the By-laws could result in offenders being charged with a criminal offence by proper authorities of the public justice system. By-laws outline in writing the day to day rules for the organization and comprehensively provide regulations to keep the organization in compliance.

Except as otherwise specified within these of By-laws, any item not covered shall be governed by the most recently published Robert’s Rules of Order, the Laws Governing the California Special Services Districts, and/or the Brown Act, as necessary.

OFFICERS AND ELECTIONS

The Board of Directors

The Board is a panel of five members elected by the community to represent them in conducting the business of the township. They are the governing body of the BCSD. The election of board members is held every two (even) years through the County of Fresno. They are elected to a four-year term. It is the duty of the Board to know the needs and desires of the community to best represent them in administering to the business of the community and their best interests. The Board is elected by registered electors residing within the boundaries of the district (Fresno County rules updated 7-25-17)

Officers of the Board

Within the members of the Board, which are elected officials, there are appointed officers. They are elected by the Board members. The officers shall oversee their respective duties to facilitate the running of the meetings necessary to conduct the business of the community.

Revised 2-15-24



Jennifer M. Duarte, Board President

President

The President is the chairperson of the Board charged with conducting and presiding over the meetings. The President shall preserve strict decorum and order and be well-versed in the parliamentary rules and regulations in order to conduct the meetings. They shall conduct the meeting in a fair and impartial manner. The President shall:

- Determine if there is a quorum
- Bring business before the meeting according to the order of business
- Recognize members who seek to be heard and are entitled to be heard before the floor
- Put all legitimate motions before the group to be heard
- Enforce all rules of debate allowing all to speak according to the rules and limits of debate
- Conduct votes on all questions of order
- Announce results of all votes
- Cannot put a motion before the board (may have another officer do so for them)
- Under California Law, the Board President must vote and be counted towards the vote and is not limited to being a tie breaker.
- Respond to all parliamentary inquiries or points of order
- Conclude meetings by declaring it adjourned when voted on by members, when the appointed hour of adjournment arrives, or when an emergency arises, and safety demands an adjournment.

Vice President

The Vice-President's duty it is to assume the duties of the President, should the President be unable or unavailable to carry out their charge.

Secretary

The Secretary shall oversee all the duties of their chair along with assistance of the designated administrative support system. The Secretary shall take and record minutes at all meetings and shall submit them for approval to the members at the following meeting. The Secretary is the custodian of all organizational records including minutes, reports of officers, Board reports, committee reports and official correspondence. The Secretary shall make sure that the official Bylaws, special rules of Order, standing Rules and current minutes are available for reference at all meetings. The Secretary shall make sure that all records are available to the members in accordance with organizational rules. The Secretary shall keep record of official membership roll. The Secretary shall issue notice to call all meetings and oversee all correspondence. The Secretary shall oversee the preparation of the meeting agendas showing everything up for consideration at the meeting. The Secretary shall preside over the election of a temporary chair should the President and the Vice-President be absent from the meeting.

Treasurer

The Treasurer shall oversee all the financial aspects of the BCSD organization along with the assistance of the administrative support system. The Treasurer is the custodian of the funds of the organization. The Treasurer shall oversee financial records and receipts. The Treasurer shall not make any disbursements of funds without the authorization and approval of a majority of the Board. (this includes established authorizations in the organizations rules) *****Officers handling organizational monies should be bonded at the expense of the district.

Each officer shall oversee their charge and implement the needs of the community with the assistance of the general manager and the supporting administrative staff.

STAFFING

General Manager

The General Manager shall be a hired position contracted by the District through the board whose duties are to implement the decisions of the board. The General Manager shall oversee the day to day management of the business of the BCSD. The General Manager shall represent the Board at their direction regarding items necessitating negotiation, attendance of meetings, and dissemination of information to conduct the business of the BCSD as to keep the community in compliance with the normal business rules and regulations.

Administrative Assistant

An Administrative Assistant shall be a hired position by the Board. The function of the Administrative Assistant shall be to assist the General Manager in overseeing the day to day management of the business of the BCSD. The Administrative Assistant shall assist the Board in carrying out administrative duties as required.

MEETINGS

Roll Call

Before proceeding with the business of the Board, the President shall call the names of present and/or absent where they will be entered into the minutes.

Quorum

As defined in the BCSD By-Laws, there must be two-thirds of the Board to conduct a meeting. A five-member panel makes up the BCSD Board.

5 divided into thirds = 1.66 /third

2 times 1.66 = 2 thirds or 3.33

3.33 rounded to the nearest whole number is 3

Therefore $2/3 = 3$

A quorum is three (3) members of the Board. The waiting period for a quorum for a meeting shall be 15 minutes.

Regular Meeting

The regular meeting of the BCSD shall be held on the third Thursday of the month at 6:00 pm at the Biola Community Center, subject to change due to any upcoming holiday. The announcement of the meeting and the agenda must be posted at a location freely accessible to the public at least 72 hours prior to the meeting.

They will be placed at Shaw Market, Biola Community Center, the Biola Post Office and on the BCSD website.

Special Meeting

A special meeting may be called to discuss something urgent or time sensitive. This type of meeting may be called by the President, Vice-President, Secretary or any two board members. The special meeting must be posted at a location freely accessible to the public (same locations as regular meetings) at least 24 hours prior to the meeting. Notice of the meeting shall include all items for discussion. Items which are not on the agenda shall not be discussed or added.

Emergency Meeting

An emergency meeting may be called under specific drastic circumstances (work stoppage, crippling activity or other activity that severely impairs public health or safety) as determined by a majority of the body. At least an hour notification shall be necessary.

Adjourned

A meeting whose agenda cannot be accomplished for a valid reason can be adjourned to a different time, date, and place. A meeting may be adjourned by proper resolution of the meeting if a meeting becomes inquorate during proceedings or other procedural reasons. A meeting may also be adjourned by the President for proper purpose (procedural, informational, constitutional). Emergencies or holidays that fall on a regular meeting night may cause a meeting to be rescheduled to the next working day or as soon as possible.

Call to order

The President shall take the chair at the time and place appointed for the meetings and shall call the Board to order. In the absence of the President and Vice-President, the Secretary shall call the Board to order and a temporary President shall be elected by the members present. Upon arrival of the President or Vice-President, the temporary President shall relinquish the chair at the end of the business before the Board.

Attendance

Unexcused absence of three consecutive regular meetings or five meetings in a calendar year shall constitute mandatory resignation from the Board. After a Board member has missed two consecutive meetings or four regular meetings within a calendar year, the Board member shall be given written notice of their status by the Secretary. The notice shall advise the absent member of the consequences and include a copy of the BCSD Resolution #228. The Board shall hold one regular meeting per month, unless specified as or by an adjourned and or special meeting and shall be paid for only one regular meeting per month. Unless the Secretary is previously notified, a Board member shall be considered absent if arriving (30) minutes after the meeting is called to order and then shall only receive half the meeting stipend amount, only if they participate in the remainder of the meeting. Emergency and special meetings shall constitute Board members to receive an additional stipend amount for these meetings.

Minutes

Preparation: The minutes of the Board shall fall under the Chair of the Secretary. The minutes shall constitute a report of each business transacted. The minutes shall contain the names of those persons initiating and seconding motions brought before the Board for voting action.

Distribution: Prior to each meeting the Secretary, with the assistance of the Administrative assistants, shall forward copies of the minutes of the prior meeting to each Board member.

Reading: Such minutes may be approved without reading if each Board member has previously received and read the minutes.

Agenda

Matters to be brought before the Board shall be scheduled in advance of the meeting on an agenda, if any action is to be taken. The agenda shall provide the President with a sequence by which the Board advances from one matter to another. The agenda shall also provide time for other business during which time the Board members, the Secretary or the public may bring before the board, unscheduled items, if it is a matter under the influence of the Board. Anyone may bring an item to be placed on the agenda for consideration by the Board if it falls under the influence of the Board. Any item to be placed on the written agenda must be received by the preparer at the Business Office, at least 14 days prior to the meeting date. A copy of the agenda shall be posted in three designated places in the Biola area. Presently agendas are posted at the Biola Community Center, the Post Office and Shaw Market. The agenda shall also be posted on the BCSD website.

Order of Procedures

The order of procedures in conducting business shall be as follows: The chairperson shall request the appropriate person to inform the Board of the nature of the matter pending; all requests and nature of said matter shall be heard. The matter shall then come under consideration and then be referred to the Board for action.

Rules of Debate

The President may debate and vote. The President may debate from the chair subject only to limitations of debate as are the rules imposed on all members and shall have the same rights and privileges. The President shall abstain from voting only as required to break a tie. *Getting the floor:* All speakers shall address the President and upon recognition by the President, shall confine themselves to the question under debate. A member once recognized shall not be interrupted when speaking unless it shall be to call him to order or as otherwise specifically provided. If a member should be called to order while speaking, he shall cease speaking until the question of order has been determined. If in order he shall be permitted to continue.

Addressing the Board

General: Any person deciding to address the Board shall first secure the permission of the President to do so. Upon receiving permission, they shall approach the podium to address the President.

Time: The President may limit the time of all persons addressing the Board (3 minutes per person, maximum 15 minutes per topic), unless a majority of the Board permits further discussion. *Repetition:* In the interest of avoiding repetition, if the President thinks the discussion has become repetitious with nothing else to be forthcoming, he may call for a vote.

Discussions: No other person except the President shall be permitted to enter any discussion with the person addressing the Board without the permission of the President.

Voting

After proper submission of an agenda action item, and proper discussion of the action item, the President may call for a vote. The different types of voting methods shall be:

Unanimous vote: The chairperson may simply ask if there are any objections to the action. If there are no objections, then the motion shall pass.

Voice vote: It is customary for the President to ask for a voice vote, "All those in favor say aye, aye"; "All those opposed say no, no." The President must then announce the results.

Rising vote: The President may call for a vote which is just as it states. The members shall stand up to designate their vote.

Voting by showing of hands: The President may call for a vote by a show of hands to designate their vote.

Counted vote: The President may call for a counted vote by having members stand and remain standing to be counted. The Secretary usually counts the votes.

Roll call votes: Sometimes it may be necessary to know how each member voted if they are representative of specific constituents. The secretary shall document the votes by roll call. All resolutions and ordinances must be by roll call vote.

Silence constitutes an affirmative vote. Unless a board member states they are in abstention, their silence shall be recorded as an affirmative vote.

Board members must abstain from voting if there is a possible conflict of interest. The President should abstain from voting unless otherwise to break a tie.

Decorum

When the Board is in session, the members shall maintain order and decorum and no member, by conversation or otherwise, may delay or interrupt the proceedings of the peace of the Board. No one shall disturb any members while speaking or refuse to obey the order of the Board or President, except as provided by the By-laws. Any person making personal attacks or becomes boisterous as to disrupt a meeting while addressing the Board shall be warned by the President. If the warned person does not cease the disruption they may be removed from the meeting, unless permission to continue is granted by a majority vote of the Board.

Board Resolution and Ordinances

The Board may, from time to time by resolution or ordinance, establish procedure for the processing of the business of the Board. Proposed resolutions and ordinances must be recorded in the minutes at least one meeting prior to action being taken.

By-laws shall be reviewed every three years to stay current with the operation of conducting business by the Board.

Amendments to the By-laws

By-laws may be amended by the Board by a majority of the members present, at any regular or special meeting, provided a written draft or proposed amendment(s) have been presented to the board and recorded in the minutes at least one meeting prior to the action being taken.

A copy of these By-laws shall be present for every meeting along with the minutes of the previous meeting and a copy of the policies and procedure manual and current ordinances for reference. A blank sheet of paper shall be inserted between the pages of the By-laws to record any proposed changes and terms wishing to be amended. Should time to reference not be available at the time of proposal, the item shall be tabled to provide accurate reference time and applicable information to move forward with said proposal.

Note: For the purpose of this document, the term “shall” is to be defined as “will” to eliminate any ambiguity.

Note: The President is afforded all rights and privileges as any other member, including the right to vote, but for the purpose of conducting meetings, should remain neutral.



AGENDA ITEM: 9

MEETING DATE: January 16, 2024

Staff Reports

January 16, 2025

TO: BCSD Board of Directors

FROM: Elaine Cervantes

RE: Staff Report

Cc: Marisol Camacho, Morelia Avila, Alfredo Soliz

Board Members,

Financial Help for our Residents

I had the pleasure of meeting with John Hernandez from VET NET. During our conversation, John expressed his understanding of the challenges our residents are facing due to the water rate increase and the difficulties these times have brought.

In collaboration with John, he will be arranging a meeting with the James Irvine Foundation to request a \$1 million donation to help support the residents of Biola with the rate increase. This is incredibly exciting news and holds great promise for our community. Additionally, we will be meeting with representatives from both the foundation and Wells Fargo in the upcoming week.

Stay tuned for updates as we continue to work toward solutions for our residents.

Well 4

We are pleased to share that Well #4 has been repaired and is now fully operational as of Tuesday, January 7, 2025. Previously, we were addressing a broken Cla-Val that required repair. The original estimate from the Cla-Val Company was approximately \$3,572.00. However, additional issues were discovered during the repair process, which increased the total cost.

Please see the attached for more details. While the work has been completed, we are actively negotiating the final cost and hope to reduce it further.

Thank you for your patience as we worked to resolve this issue and restore service.

Fresno County ATP Cycle 5 Sidewalk Project

As the Fresno County ATP Cycle 5 Sidewalk Project nears completion, Fresno County Public Works is now requesting payment for items previously discussed on January 12, 2023, with the prior management.

It was agreed that the district would cover the cost of the fire hydrant relocation and the relocation of miscellaneous water and sewer lids/boxes, totaling \$53,000. This amount is payable to Fresno County Public Works.

Please refer to the attached correspondence and meeting minutes outlining the agreement and the agreed payment terms.

Food Distribution drive-thru Protocol

At the November Board meeting, the Board recommended reintroducing the drive-thru process for food distributions. However, for January's distribution, the representatives decided to continue with the walk-thru process instead. The protocol for drive-thru distributions remains available should any of the food representatives choose to implement it in the future. For now, the decision to maintain walk-up distributions prioritizes the safety and well-being of all participants.

***Biola Food Distribution Schedule and Important Information**

The Biola Food Distributions are held three times a month:

- **1st Thursday of the Month** at 8:00 AM
- **2nd Wednesday of the Month** at 8:00 AM
- **4th Wednesday of the Month** at 4:00 PM (No distribution on Christmas Day-canceled)

On the 2nd Wednesday of the month, United Health will be present to provide free health screenings to residents and anyone interested, at no cost.

Please be mindful that all participants are volunteers, especially during these cold months. We also want to remind everyone that the quantity of food we receive from the Fresno Food Bank can vary—sometimes there's plenty, and other times, there isn't enough. Unfortunately, this is beyond our control, and we appreciate your patience and understanding.

Community Water Leaders Gathering

This week, we received an email from Self-Help Enterprises announcing that they will be hosting a Community Water Leaders Gathering on Saturday, January 18, 2025, from 10:00 AM to 2:00 PM in Clovis, CA. They have expressed a strong interest in Biola's participation, recognizing our community as a solid model for others.

They would greatly appreciate it if Biola's leaders could attend and contribute to the conversation. For more information, please see the attached details.

Water System Upgrade Project

As you know, the district lost the Water System Upgrade Project that was originally scheduled for completion in February 2023. This project, initiated in 2018, aimed to provide Biola with a 500,000-gallon water storage tank, smart meters throughout the community, and booster pump replacements. Estimated at \$4 million, the project was crucial for Biola's water infrastructure.

On May 24, 2024, the State Water Board sent a denial letter citing a lack of communication between the Engineer and the District back in 2021-2022. This project is vital for Biola, especially considering the \$200,000 in losses from leaks over the past year. While the current Board and staff were not involved during the initial stages, they fully recognize the importance of moving this project forward.

Since then, the current team has taken significant steps, including numerous emails, phone calls, and outreach to politicians for assistance. With support from our current engineer, AM Consulting (led by Alfonso Manrique), he arranged a meeting on Friday, November 15, 2024, with Assemblymember Esmeralda Soria's representative, District Director Gilbert Felix, and five members of the State Water Board. During this meeting, we emphasized the significance of this project for Biola and its residents.

While we are uncertain whether this will be enough to overturn the State Water Board's decision, we are committed to continuing the fight. We will explore every avenue, whether through the State Water Board or alternative funding sources, to ensure this critical project becomes a reality for Biola. **As of January 10, 2025 we are still waiting for a response from the State as to their decision.**

Jakara Movement and UC Merced

Jakara Movement and UC Merced have started on the Mural that was approved by the Board last month. The artist will work on the Mural through November and December with a ribbon cutting of the completed work is now scheduled for Wednesday, February 26, 2025 @ 4:00pm.

Toys with Santa

Thank you to everyone who attended the Toys with Santa event on December 22, 2024. Our community came together to serve hamburgers and hotdogs to 400 people and distribute toys to 260 children. It was a wonderful event, and we extend a heartfelt thank you to all who contributed financially or volunteered their time. Your support is deeply appreciated!

***BOARD PACKETS** – Agendas and Board Packets will be sent by email effective August 1, 2023. If a hard copy is needed copies will be available at the office for pickup at your convenience, every Friday before the scheduled Board Meeting of every month. Thank you for your patience as we try and be a little more efficient with staff time and safety.

As a reminder the office hours are as follows:

Monday – office closed

Tuesday – 8:00am –5:00pm

Wednesday – 8:00am –5:00pm

Thursday – 8:00am – 5:00pm

Friday – 8:00am – 2:00pm

County of Fresno

Meeting Minutes: ATP BIOLA

1/12/23

Time 1:00 – 2:20 PM

Location: Biola Community Center.

Type of Meeting: Review Biola's Projects.

Attendees: Biola CSD: Marisol Camacho, Pete Cernan, Cruz Ramos

Consultants: Alfonso Manrique, Jerry Jones,

Water & Wastewater Operations: Randy Johnson

County of Fresno staff: Sebastian Artal, Erik Carmona.

The following minutes are intended to state the notes of the discussion of the ATP project only. There were other projects being discussed, however they are outside County's responsibility.

Abandon Water Lines

Fresno county has some reservations to as-builts showing some water lines and water valves as abandon. It is critical for this project to confirm that the segment of pipe between alley North of F and alley south of C is abandoned. County is planning to install the new storm drain pipe almost in the same alignment of the abandoned waterline

Fresno county will coordinate with Mountain Valley Environmental Services (Randy Johnson). Fresno County will pothole to expose abandon water line. Mountain Valley Environmental Services will then confirm whether the water line is abandoned or not.

Fire hydrant and miscellaneous water and sewer lids/boxes relocation

There are 2 fire hydrants needing to be relocated. They are shown in sheets 6 and 7 of the plans. In the alleyways between E st & D st and D st & C st.

Biola CSD would like to have the fire hydrant on E ST and D ST be laterally connected to the water valve and the water main, as opposed to the current design plans with a 45 degree angle elbow from the water valves current location.

Fresno county will revise the design of that relocation.

There are many water valve boxes, water meter boxes and sewer manhole lids to be adjusted during the construction of the project.

The cost of Fire hydrants relocation and adjustments of lids/boxes are not reimbursable by the ATP funding program; therefore, it will be Biola CSD's responsibility to pay for these relocations.

Biola CSD asked County staff to include those relocations as part of the construction of the ATP project and Biola CSD will reimburse the County for the actual cost of the relocation.

FMCD Storm Drain Manhole

Fresno County is proposing to cut and re-install a section of sewer main to go through a new storm drain manhole. See detail in page 26 of the attached plans. This is the only way to install the new storm drain pipe having a minimum 3' cover at the end of the line and not hitting all the existing utilities.

Biola CSD is okay with special FMFCD sanitary sewer through storm drain manhole. Biola CSD requested that the bottom of the manhole be deepened another 6 to 12 inches to have a minimum gap of 18 to 24 inches below the bottom of the sewer pipe and bottom of the manhole

Sidewalk

Biola has some reservations of width of sidewalk.

Fresno County is proposing 5' wide sidewalk because the application was budgeted for 5' wide sidewalk. Changing to 6' wide sidewalk will substantially increase cost. Also, in some areas, where right of way is narrow, a 6' wide sidewalk will not fit. Sidewalk has also been designed to fulfill ADA requirements.

Biola is okay with 5' wide sidewalk.

Biola Lights

Biola CSD is still considering installing lights along Biola ave. Biola CSD is checking the cost of adding lights to Biola Ave. Biola CSD would need to find source of funding to install lights. A possibility is to install the underground components (conduits and pull boxes) for the lights during the ATP project and come back at a later time and have lights installed.

Biola asked Fresno County staff to request for an electrical engineer's estimate to design the lights along Biola ave.

County staff stated will be Biola CSD's responsibility to pay for the Engineering fees and any electrical component cost as it is not reimbursable by the ATP funding program.

Community Water Leaders Gathering

Date: Saturday, January 18th, 2025
Time: 10:00 a.m. – 2:00 p.m.
Location: Provost & Pritchard Engineering Consulting
455 W Fir Ave, Clovis, CA 93611

Gathering Goals

- **Strengthen** a network of community water leaders and water practitioners in the San Joaquin Valley (SJV) by fostering a community of care, mutual-understanding and connection.
- **Co-develop** a vision to include in a strategic plan for future Water Leadership Institute cohorts
- **Connect** with community water leaders to find concrete opportunities in SJV decision-making spaces

Time	Agenda Topic	Description
9:30 AM - 10:00 AM	Check-in, coffee and mingle	Grab some pastries, coffee or tea, and come check out our community resource board!
10:00 AM - 10:10 AM	Welcome and Introductions	Learn about the goals of this gathering
10:10 AM - 10:20 AM	The History of WLI	A brief history and timeline of the Water Leadership Institute
10:30 AM - 11:00 AM	Water Leaders Origin Stories	Reflect on what it means to be a water leader and share your journey
11:00 AM - 12:00 PM	The Future of WLI	Co-develop a vision for the future of water management and the Water Leadership Institute
12:00 PM - 1:00 PM	Lunch + Group Photo	Take a group photo, enjoy a catered lunch, and continue the conversations!
1:00 PM - 1:50 PM	Connecting to Concrete Opportunities	Connect water leaders with concrete opportunities to influence water decisions
1:50 PM - 2:00 PM	Closing Reflection	Key takeaways from the gathering and next steps!

Reunión de líderes comunitarios del agua

Fecha: Sábado, 18 de enero de 2025

Tiempo: 10:00 a.m. – 2:00 p.m.

Ubicación: Consultoría de ingeniería Provost & Pritchard
455 W Fir Ave, Clovis, CA 93611

Reunión Objetivos

- **Fortalecer** una red de líderes comunitarios del agua y profesionales del agua en el Valle de San Joaquín fomentando una comunidad de cuidado, entendimiento y conexión.
- **Co-desarrollar** una visión para incluir en un plan estratégico para futuros grupos del Instituto de Liderazgo del Agua
- **Conectar** con líderes comunitarios del agua para encontrar oportunidades concretas en los espacios de toma de decisiones del SJV

Hora	Tema del orden del día	Descripción
9:30 - 10:00	Check-in, café y socialización	¡Toma algunos pasteles, café o té y ven a ver nuestro tablero de recursos comunitarios!
10:00 - 10:15	Bienvenida y presentaciones	Conozca los objetivos de esta reunión, establezca una intención y (re)conéctese con los líderes
10:15 - 10:30	La historia de Instituto de Liderazgo del Agua	Una breve historia y cronología del Instituto de Liderazgo del Agua
10:30 - 11:30	Historias de origen de los líderes del agua	Reflexiona sobre lo que significa ser un líder en agua y comparte tu viaje
11:30 - 12:30	Almuerzo + Foto de grupo	Tomaremos una foto grupal, disfrutaremos de un almuerzo y continuaremos las conversaciones
12:30 - 13:00	El futuro de Instituto de Liderazgo del Agua	Desarrollar conjuntamente una visión para el futuro de la gestión del agua y el Instituto de Liderazgo del Agua
13:00 - 13:45	Conexión con oportunidades concretas	Conectar a los líderes del agua con oportunidades concretas para influir en las decisiones sobre el agua.
13:45 - 14:00	Reflexión final	¡Conclusiones clave de la reunión y próximos pasos!

BIOLA COMMUNITY
 SIDEWALK IMPROVEMENTS
 STATE PROJECT NUMBER: ATPL-5942(303)

RES ENGR LaRue Goossen
 CONTRACTOR Dave Christian Construction Co.
 2963 N Sunnyside Ave Ste 108
 Fresno, CA 93727

CONSTRUCTION MANAGEMENT

CONTRACT NO. 23-27-C

PROJECT (W.O.) NO. D24106

ESTIMATE REPORT
 FROM 10/1/24 TO 11/15/24

ESTIMATE NO. 04 (FINAL)
 11/22/24 1:25 PM

CONTRACT BID ITEM NO.	DESCRIPTION	PRELIMINARY QUANTITIES	QUANTITIES TO DATE	UNITS	CONTRACT PRICES	AUTHORIZED AMOUNT
1	Supplemental Work (Payment Adjustment for Price Index Fluctuations)	40000.00	0.00	\$	1.00	0.00
2	Construction Staking	1.00	1.00	LS	21168.00	21168.00
3	Traffic Control System	1.00	1.00	LS	93000.00	93000.00
4	Construction Project Information Sign	2.00	2.00	EA	1738.00	3476.00
5	Job Site Management	1.00	1.00	LS	6600.00	6600.00
6	State Water Resources Control Board Notice of Intent Filing Fee	1000.00	200.00	\$	1.00	200.00
7	Prepare and Implement Storm Water Pollution Prevention Plan	1.00	1.00	LS	5258.00	5258.00
8	Storm Water Annual Report	1.00	0.00	LS	660.00	0.00
9	Temporary Drainage Inlet Protection	12.00	4.00	EA	250.00	1000.00
10	Lead Compliance Plan	1.00	1.00	LS	2538.00	2538.00
11	Remove and Dispose of Bollards	6.00	6.00	EA	700.00	4200.00
12	Remove Abandoned Vault and Salvage Gas Lids	2.00	2.00	EA	2068.00	4136.00
13	Remove and Dispose Concrete Foundation Pedestal	2.00	2.00	EA	2068.00	4136.00
14	Clearing and Grubbing	1.00	1.00	LS	8118.00	8118.00
15	Remove and Dispose of Trees	10.00	9.00	EA	1600.00	14400.00
16	Remove and Dispose of Abandoned 6 Inch Diameter Asbestos Cement Water Pipe	700.00	282.00	LF	9.90	2791.80
17	Remove and Dispose of Fence	16.00	30.00	LF	67.50	2025.00
18	Shoulder Backing (F)	11.00	11.00	CY	654.00	7194.00
19	Roadway Excavation (F)	1910.00	1910.00	CY	26.70	50997.00
20	Finishing Roadway	1.00	1.00	LS	22176.00	22176.00
21	Class 2 Aggregate Base (F)	725.00	725.00	CY	90.60	65685.00

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PROJECT (W.O.) NO. D24106

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ESTIMATE NO. 04 (FINAL)
 11/22/24 1:25 PM

CONTRACT BID ITEM NO.	DESCRIPTION	PRELIMINARY QUANTITIES	QUANTITIES TO DATE	UNITS	CONTRACT PRICES	AUTHORIZED AMOUNT
22	Slurry Seal (Type II)	26.00	26.00	TON	1435.00	37310.00
23	Remove and Dispose of Asphalt Driveway	218.00	219.88	SY	22.61	4971.49
24	Cold Plane Asphalt	1667.00	1800.00	SY	9.40	16920.00
25	Tack Coat	3.00	2.01	TON	2740.00	5507.40
26	Hot Mix Asphalt (Type A 1/2" Grading)	1634.00	1785.36	TON	110.00	196389.60
27	Minor Hot Mix Asphalt (For Misc Areas)	10.00	21.69	TON	373.00	8090.37
28	Place Minor HMA (Misc Areas - at Driveways and Alleyway)	74.00	48.53	SY	50.00	2426.50
29	Storm Drainage Pipe Leakage Testing	1851.00	0.00	LF	1.10	0.00
30	Install 12" Rubber Gasket Reinforced Concrete Pipe	321.00	321.00	LF	139.32	44721.72
31	Install 15" Rubber Gasket Reinforced Concrete Pipe	1175.00	1147.00	LF	115.56	132547.32
32	Install 18" Rubber Gasket Reinforced Concrete Pipe	355.00	347.00	LF	123.12	42722.64
33	Construct FMFCD Type 'D' Inlet	8.00	8.00	EA	8671.32	69370.56
34	Construct FMFCD Type 'E' Inlet	2.00	2.00	EA	8258.76	16517.52
35	Construct FMFCD Type 'A' (Case I /48") Manhole	5.00	5.00	EA	8938.08	44690.40
36	Construct FMFCD Type 'A' (Case I /48") Manhole w/ Sewer Line Retrofit	1.00	1.00	EA	14767.92	14767.92
37	Construct Concrete Field Collar	3.00	3.00	EA	1490.40	4471.20
38	Remove and Dispose of Storm Drain Inlet	3.00	3.00	EA	774.36	2323.08
39	Adjust Sewer Manhole Lid to Grade	9.00	8.00	EA	1838.16	14705.28
40	Adjust Storm Drain Manhole Lid to Grade	7.00	11.00	EA	1888.92	20778.12
41	Storm Drain Pipe Concrete Plug	3.00	3.00	EA	1060.56	3181.68
42	Remove & Dispose Storm Drain Pipe	49.00	43.00	LF	105.84	4551.12

BIOLA COMMUNITY
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CONTRACT NO. 23-27-C

ESTIMATE REPORT
 FROM 10/1/24 TO 11/15/24

PROJECT (W.O.) NO. D24106

ESTIMATE NO. 04 (FINAL)
 11/22/24 1:25 PM

CONTRACT BID ITEM NO.	DESCRIPTION	PRELIMINARY QUANTITIES	QUANTITIES TO DATE	UNITS	CONTRACT PRICES	AUTHORIZED AMOUNT
43	Adjust Water Valve Lid to Grade	22.00	11.00	EA	829.40	9123.40
44	Adjust Water Meter Box to Grade	2.00	2.00	EA	957.00	1914.00
45	Remove and Dispose of Concrete Driveway/Walkway	1370.00	1370.00	SF	2.77	3794.90
46	Construct 6" Concrete Retaining Curb (Alley Ramp) (Minor Concrete)	24.00	24.00	LF	74.25	1782.00
47	Construct Concrete Curb and Gutter (Minor Concrete)	1752.00	1752.00	LF	35.71	62563.92
48	Construct Mountable Curb Behind Sidewalk (Minor Concrete)	40.00	44.00	LF	63.25	2783.00
49	Construct 5" Thick Concrete Driveway Approach (Including Match Existing Driveway - Minor Concrete)	426.00	444.44	SY	94.30	41910.69
50	Construct Concrete Sidewalk and Curb Ramps (Minor Concrete)	947.00	859.25	SY	76.22	65492.04
51	Install Detectable Warning Device (Ramp Domes)	114.00	108.00	SF	33.00	3564.00
52	Relocate Fire Hydrant	2.00	2.00	EA	13183.56	26367.12
53	Survey Monument	12.00	0.00	EA	3942.00	0.00
54	Sign Post	15.00	15.00	EA	648.00	9720.00
55	Red Curb Paint	29.00	110.00	LF	9.18	1009.80
56	Fire Hydrant Marker Blue	6.00	6.00	EA	54.00	324.00
57	Type D Two-Way Yellow Retroreflective Marker	134.00	148.00	EA	5.94	879.12
58	Remove Thermoplastic (Detail 22) w/ Lead	715.00	0.00	LF	8.64	0.00
59	Remove Thermoplastic (Detail 22)	490.00	0.00	LF	4.32	0.00
60	Remove Pavement Marking	79.00	222.00	SF	11.34	2517.48

BIOLA COMMUNITY
 SIDEWALK IMPROVEMENTS
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CONSTRUCTION MANAGEMENT

CONTRACT NO. 23-27-C

PROJECT (W.O.) NO. D24106

ESTIMATE REPORT
 FROM 10/1/24 TO 11/15/24

ESTIMATE NO. 04 (FINAL)
 11/22/24 1:25 PM

CONTRACT BID ITEM NO.	DESCRIPTION	PRELIMINARY QUANTITIES	QUANTITIES TO DATE	UNITS	CONTRACT PRICES	AUTHORIZED AMOUNT
61	Thermoplastic (Detail 22)	1606.00	1609.00	LF	2.97	4778.73
62	Paint Roadway Stripe (Detail 27B)	1893.00	1893.00	LF	0.76	1438.68
63	Paint Roadway Stripe (Detail 39)	1914.00	1933.00	LF	0.76	1469.08
64	Paint Roadway Stripe (Detail 39A)	300.00	284.00	LF	0.54	153.36
65	Paint Bike Lane Arrow (A24A)	28.00	28.00	SF	6.48	181.44
66	Paint Bike Lane Symbol With Person (A24C)	56.00	56.00	SF	7.56	423.36
67	Pavement Markings (A24D)	448.00	527.00	SF	19.44	10244.88
68	Restripe Thermoplastic Pavement Crosswalk Stripe (A24F) (Yellow Continental)	216.00	192.00	SF	4.59	881.28
69	Thermoplastic Crosswalk Stripe (A24F) (Yellow Continental)	1460.00	1440.00	SF	6.21	8942.40
70	Thermoplastic Crosswalk Stripe (A24F) (Yellow Basic)	371.00	367.00	LF	4.59	1684.53
71	Mobilization	1.00	1.00	LS	57860.00	57860.00
72	(2) - 1 1/2" PVC Conduits in Same Trench	1850.00	1763.00	LF	51.30	90441.90

BIOLA COMMUNITY
 SIDEWALK IMPROVEMENTS
 STATE PROJECT NUMBER: ATPL-5942(303)

RES ENGR LaRue Goossen
 CONTRACTOR Dave Christian Construction Co.
 2963 N Sunnyside Ave Ste 108
 Fresno, CA 93727

CONSTRUCTION MANAGEMENT

CONTRACT NO. 23-27-C

PROJECT (W.O.) NO. D24106

ESTIMATE REPORT
 FROM 10/1/24 TO 11/15/24

ESTIMATE NO. 04 (FINAL)
 11/22/24 1:25 PM

CONTRACT BID ITEM NO. DESCRIPTION	PRELIMINARY QUANTITIES	QUANTITIES TO DATE	UNITS	CONTRACT PRICES	AUTHORIZED AMOUNT
73 Electrical Pull Box and Adjustment	11.00	11.00	EA	1263.60	13899.60
SUBTOTAL - CONTRACT BID ITEMS					\$1,432,207.43
EXTRA WORK					\$12,532.98
LIQUIDATED DAMAGES					\$0.00
TOTAL VALUE WORK DONE					\$1,444,740.41
MATERIALS ON HAND					
Round-off Error					-0.01
TOTAL VALUE OF WORK DONE TO DATE PLUS MATERIALS ON HAND					\$1,444,740.40
5% RETENTION: WORK DONE + MATERIALS ON HAND				-\$72,237.02	
LESS NO RETENTION WITHHELD FOR ITEM #71 PER SPECIAL PROVISIONS SECTION 9-1.16F				\$2,893.00	
ACTUAL RETENTION					-\$69,344.02
LABOR COMPLIANCE DEDUCTION	RECOMMENDED BY: <u>Jennifer Parks (Nov 25, 2024 08:46 PST)</u>				\$0.00
					LABOR COMPLIANCE OFFICER
TOTAL DUE TO DATE					\$1,375,396.38
PREVIOUS PAYMENT					-\$1,280,952.61
BALANCE DUE THIS ESTIMATE					\$94,443.77

APPROVAL RECOMMENDED BY Mandeep S. Sethi
 CONSTRUCTION ENGINEER

RESIDENT ENGINEER LARue Goossen
 LARue Goossen (Nov 25, 2024 08:45 PST)
 November 22, 2024

THIS ESTIMATE APPROVED ON _____ FOR \$94,443.77 BY _____
 DIRECTOR, DEPARTMENT OF PUBLIC WORKS AND PLANNING

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AGREEMENT

THIS AGREEMENT ("Agreement") is made this 2nd day of November, 2021 ("Effective Date"), by and between the COUNTY OF FRESNO, a political subdivision of the State of California, ("County"), and the BIOLA COMMUNITY SERVICES DISTRICT, ("District").

WITNESSETH

WHEREAS, the County has been awarded Active Transportation Program ("ATP") funding to administer and implement the Biola Community Sidewalk Project ("Project") in accordance with the laws of the State of California; and

WHEREAS, the improvements included in the Project are consistent with the objectives of the Fresno County General Plan and the Fresno Council of Governments ("FCOG") Regional Transportation Plan; and

WHEREAS, The District has agreed to maintain said improvements upon completion of the Project in perpetuity per signed commitment letter dated September 19, 2020.

NOW THEREFORE, in consideration of their mutual promises as hereinafter set forth, the District and County agree as follows:

I. PROJECT DESCRIPTION, LOCATION AND BUDGET

A. The Project consists of the widening of the road, construction of curb and gutter, sidewalk, and curb ramps on the east side of Biola Avenue between Shaw Avenue and F/G Street Alley, and the north side of C Street between Biola Avenue and the existing Sidewalk at Biola Community Center ("Project Area"). The Project is located in the unincorporated community of Biola. The improvements will improve pedestrian safety for the residents of Biola.

B. The Project Site locations are in public rights-of-way.

C. The work to be funded with ATP funds is as follows:

1. Obtain all necessary permits.
2. Administer California Environmental Quality Act (CEQA) and National Environmental Policy Act as required
3. Perform Right-of-Way Engineering and Right-of-Way acquisition as/if required

1 4. Perform all necessary design engineering including, but not limited
2 to, surveying, testing, preparation of plans, specifications, and cost estimates, bid documents and
3 a cost or price analysis, review of bids, and recommendation for award.

4 5. Prepare and advertise Project bid notices and award construction
5 contracts including, but not limited to, the printing of bid documents, publishing of notices, and
6 preparation of bid summary.

7 6. Perform all construction engineering including, but not limited to,
8 shop drawing review and approval, contract change order preparation, surveying, staking,
9 inspection, soil testing, materials testing, preparation of "as-built" drawings, labor compliance, and
10 contract administration.

11 7. Construct related eligible improvements.

12 D. The Project budget as awarded by the ATP is as follows:

13	PA & ED	\$15,000
14	PS&E	230,000
	Construction .	<u>1,255,000</u>
15		Total \$1,498,000

16 II. *OBLIGATIONS OF THE COUNTY*

17 A. The County shall serve as the Project's lead agency, administering and
18 managing all activities related to environmental, preliminary engineering, right of way, construction
19 engineering, advertising, and bidding prior to project construction. Any and all project elements
20 will be determined according to Caltrans 2015 Standard Specifications and the ATP guidelines.

21 B. The County shall inform the District of the status of the project quarterly. The
22 County shall give the opportunity to the District to review project plans and specification; however
23 District's comments related to the project, other than District utilities relocation, will be considered
24 informational only and the County shall not be obligated to implement them.

25 C. The County shall conduct construction management of the Project, as may
26 be required, in the determination of the County, to ensure that the Project is constructed per plans
27 and specifications. Upon completion of the Project, but prior to the County's acceptance of the
28 Project, the County shall conduct a final inspection of the Project.

1 III. OBLIGATIONS OF THE DISTRICT

2 A. The District is responsible for maintaining the functional condition of the
3 project improvements

4 B. District shall take the operation and maintenance liability of the newly
5 constructed concrete work (i.e. sidewalk, curb, gutter, ADA ramps, etc) in perpetuity.

6 C. District shall take the operation and maintenance liability of the newly
7 constructed storm drainage improvements as well as continue the operating the existing storm
8 drainage system in perpetuity.

9 D. Existing District utilities (i.e. water, sewer, lighting, etc) are not installed
10 within a dedicated utility easement. Utilities are under encroachment. Relocations are not
11 reimbursed by ATP and will not be covered by County funds. The District shall pay for all
12 utilities relocation in conflict with the Project

13 E. If District elects to install decorative lighting along Biola Ave, all costs
14 associated with installation of the lighting, including but not limited to, design, permits,
15 construction shall be paid with District's funds. District understands that County will have a
16 strict deadline for delivery of the project. Any additional improvement(s) that District may desire
17 to add will need to be constructed prior to the commencement of County's construction of the
18 project and will not be able to delay ATP Project.

19 F. If District elects to install trees and irrigation system along Biola Ave, the
20 installation of such trees and irrigation shall be paid with District's funds. District understands
21 and will not delay County's construction of the project. District shall take full maintenance
22 responsibility, including but not limited to irrigation, trimming, repair any damage caused by the
23 roots (concrete improvements as well as damage to the road).

24 G. The District shall demonstrate in writing, and to the County's satisfaction,
25 that it has the authority, operational ability, and financial resources for maintaining the
26 improvements constructed with ATP funds under this Agreement prior to award of construction
27 of the Project.

28 H. All such maintenance, repair, and/or replacement shall be at the sole cost

1 and expense of the District. This commitment shall be recorded and made binding throughout the
2 life of the project improvements.

3 I. The District must obtain prior written approval from the County before
4 making any modification or change in the use of any of the project improvements, in whole or in
5 part. The modification or adjustment of any utility facilities within the Project Area shall be the
6 financial liability of the District at no cost to the County.

7 J. The District acknowledges that the County may periodically inspect the
8 Project to ensure that the property is being used as described in this Agreement. The District
9 agrees to provide any necessary information to the County to carry out such inspections.
10 Furthermore, the District agrees to take corrective action if the County determines that
11 modifications to the use and location of the Project have resulted in a violation of ATP regulations.

12 IV. CONFORMANCE WITH APPLICABLE LAWS AND REGULATIONS

13 A. The County shall, and shall cause its consultants, contractors, and
14 subcontractors to, comply with all applicable State and Federal laws and regulations governing the
15 Project.

16 B. Whenever the County uses the services of a contractor, the County shall
17 require that the contractor comply with all Federal, State and local laws, ordinances, regulations
18 and Fresno County Charter provisions applicable in the performance of their work.

19 V. PAYMENT FOR THE PROJECT

20 A. Any savings realized in the final cost of the Project, due to Project cost
21 and/or scope of work reductions, liquidated damages, or any other reason, shall be used to reduce
22 the amount of this Project paid for with ATP funds.

23 B. The County will not be bound by any agreement between the District and its
24 agents.

25 VI. INDEMNIFICATION

26 The District shall indemnify, defend, and save harmless the County, its officers,
27 agents, and employees from and against any and all damages, claims, and losses whatsoever
28 (including attorney's fees and costs) occurring or resulting to persons, firms, or corporations

1 furnishing or supplying work, services, materials, or supplies in connection with the performance
2 of this Agreement, and from any and all damages, claims, and losses (including attorney's fees
3 and costs) occurring or resulting to any person, firm, or corporation for damage, injury, or death
4 arising out of or connected with the District's performance of, or failure to perform, its obligations
5 under this Agreement. The provisions of this Section VI shall survive the termination of this
6 Agreement.

7 VII. BREACH OF AGREEMENT

8 In the event the District fails to comply with any of the terms of this Agreement, the
9 County may, at its option, deem the District's failure a material breach of this Agreement, and utilize
10 any remedies permitted by law, that the County deems appropriate. Should the County deem a
11 breach of this Agreement material, the County shall immediately be relieved of its obligations to
12 make further payment as provided herein. Termination of this Agreement due to breach shall not,
13 in any way whatsoever, limit the rights of the County in seeking any other legal relief in a court of
14 law or equity, including the recovery of damages. In addition to the Agreement being terminated
15 by the County in accordance with a material breach of this Agreement by the District, this
16 Agreement may also be terminated for convenience by the County in accordance with state and
17 federal law.

18 VIII. TERMINATION OF AGREEMENT

19 A. If the District decides to terminate this Agreement, the County, at its solely
20 discretion may or may not decide to deliver the Project. If County decides to cancel the Project as
21 a consequence of the termination of this Agreement, then the County will be obliged to promptly
22 return to Caltrans all ATP funds reimbursed for costs incurred by activities performed by County
23 staff related to the project improvements and District shall be responsible for any cost associated
24 to the project returned to Caltrans.

25 IX. TERMINATION OF PROJECT

26 A. The County is not obligated to deliver the Project. If County decides to
27 cancel the Project, then the County will be responsible and obliged to promptly return to Caltrans
28 all ATP funds reimbursed for costs incurred by activities performed by County staff related to the

1 project improvements

2 X. VENUE; GOVERNING LAW

3 Venue for any action arising out of or relating to this Agreement shall be only in
4 Fresno County, California. The rights and obligations of the parties and all interpretation and
5 performance of this Agreement shall be governed in all respects by the laws of the State of
6 California.

7 XI. ENTIRE AGREEMENT

8 This Agreement constitutes the entire agreement between the District and the
9 County, with respect to the subject matter hereof and supersedes all previous negotiations,
10 proposals, commitments, writings, advertisements, publications, and understandings of any nature
11 whatsoever unless expressly included in this Agreement.

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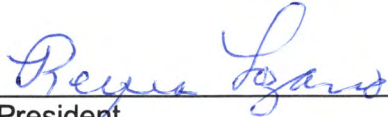
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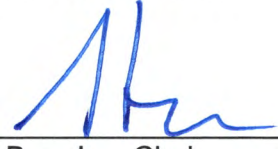
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IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth on page 1 of this Agreement.

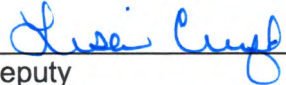
BIOLA COMMUNITY SERVICES DISTRICT

COUNTY OF FRESNO

By: 
President


Steve Brandau, Chairman of the
Board of Supervisors of the
County of Fresno

ATTEST:
Bernice E. Seidel
Clerk of the Board of Supervisors
County of Fresno, State of California

By: 
Deputy

ATTACHMENT A

4925 N. SEVENTH STREET - PO BOX 57 BIOLA CA 93606
Office (559) 843-2657 Fax (559) 843-2275



Rudy Hernandez – President
Monique Dolores – Vice President
Mercedes Ramos – Treasurer
Rey Lozano – Board Member
Inez Jimenez – Board Member
Eduardo Antunez – Interim Manager
Pete Cerna – Customer Service

9/17/2020

To: Fresno County Board of Supervisors

Subject: Fresno County/Biola CSD Cycle 5 ATP Application Commitment to Ongoing Maintenance

In order to support the Cycle 5 Application submitted on September 15, 2020 Biola CSD is committed to partner with Fresno County and agrees to assume the responsibility for the ongoing operations and maintenance of the facility should the application be awarded funding and upon completion by Fresno County. Biola CSD is also committed to documenting this intent further in an agreement per CTC guidelines.

This commitment will include but not be limited to the following:

- Biola CSD will take the maintenance liability of the proposed concrete work (i.e. sidewalk, curb, gutter, ADA ramps, etc) in perpetuity.
- Biola CSD will take the operation and maintenance liability of the proposed storm drainage system in perpetuity.
- Existing Biola CSD utilities (i.e. water, sewer, lighting, etc) are not installed within a dedicated utility easement. Utilities are under encroachment. Relocations are not reimbursed by ATP program and will not be covered by County funds.
- If Biola CSD elects to install decorative lighting along Biola Ave, funding for the installation (including conduits and wiring) will be paid with Biola CSD's funds. Biola understands that Fresno County will have a strict deadline for delivery of the project. Any additional improvement(s) that Biola CSD may desire to add will need to be constructed prior to the commencement of Fresno County's construction of the project and will not be able to delay ATP Project.
- If Biola CSD elects to install trees and irrigation system along Biola Ave, the installation of such trees and irrigation will be paid with Biola CSD's funds. Biola understand and will not delay Fresno County's construction of the project. Biola CSD will take full maintenance responsibility, including but not limited to irrigation, trimming, repair any damage caused by the roots (concrete improvements as well as damage to the road).

Respectfully,

A handwritten signature in blue ink that reads "Rudy Hernandez". The signature is fluid and cursive, with a long horizontal stroke at the end.

Rudy Hernandez

President

Biola Community Services District