



**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
BIOLA COMMUNITY SERVICES DISTRICT
February 15, 2024**

The Board of Directors of the Biola Community Services District met for its Board Meeting on February 15, 2024 at the Biola Community Center, Biola, California.

The following were present:

Board of Directors:

Jennifer Duarte, Board President
Martha Madera, Board Treasurer
Reyes Lozano, Board Member

The following were absent:

Board of Directors:

Carlos Rodriguez, Vice President
Kirk Ramos, Board Secretary

Kirk Ramos has just informed the Board President of his resignation via text message. Subsequently, the Board President declares that his resignation takes immediate effect.

Staff – Present.

Public: Andrea Cortez, Phillip Cervantes, Gerardo Avila, Randy Johnson, Natalia Meza, Jose Meza, and Jessica Ritter.

Roll Call

Roll Call was called.

Call to Order

Board Chair calls the meeting together at 6:10PM.

Item 1.0 –Public Comment

None

Item 2.0 – Consent Calendar

2a. Approval of Regular Meeting Minutes Dated January 18, 2024.

2b. Approval of Financials ending January 31, 2024

A motion is made to approve the minutes dated January 18, 2024 and financials ending January 31, 2024.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

AGENDA ITEM

NEW BUSINESS-

Item 3.0 –Community Updates: Fresno County Sheriff’s Presentation

Deputy Reyes of the Fresno County Sheriff’s Department provides an overview of last year's service calls spanning from January to December, noting a total of 366 incidents. Deputy Amarado then introduces himself, urging residents to promptly dial 911 in case of any suspicious activity or to report any concerns. As of this year, from January 1st to February 8th, there have been 51 calls for service thus far.

The following members of the public made a public comment: Natalia Meza

Informational item only, No board direction.

Item 4.0 - Discuss and Consider Approval of Resolution 2024-02 Final Acceptance for the Completed Groundwater Recharge Project (Phase I)

Elaine Cervantes, the General Manager, states that this agenda item marks the conclusive approval solely for the completion of Phase 1 of the Groundwater Recharge Project. This pertains specifically to the work conducted from Third Street to the canal on Shaw Ave.

A motion is made to approve Resolution 2024-02 Final Acceptance for the Completed Groundwater Recharge Project.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

Item 5.0- Consider Approval of Request to Expand the Biola Community Plan Boundary to include River Ranch Raisin, Located at 4087 N. Howard Avenue

Dirk Poeschel from Land Development Services represents the owners of the warehouses along Howard Ave and Ashlan, known as River Ranch. There's a plan to construct a warehouse for storage purposes, necessitating a change in zoning boundaries, but these plans are in early stages, pending discussions with BCSD. The aim is to alter the county general plan from agricultural to business/light industrial to accommodate this shift.. During the discussion Board Treasurer Madera inquired about the potential impacts on water operations. Poeschel emphasized that this expansion would not significantly increase water usage, pose toxicity risks to water, or strain sewage systems. Randy, BCSD water operator, clarified that the existing water lines extend only up to Actagro, with sewer lines reaching only to the wastewater treatment plant gate. Extending services to the proposed expansion area would require significant infrastructure adjustments, possibly spanning thousands of feet. It's noted that the matter will be brought to the community for discussion at a forthcoming community plan meeting.

The following people made a public comment: Phillip Cervantes, Yvette Quiroga

Discussion item, and direction from the board is to continue collecting information and collaborate with Randy for further discussion and decision-making on this agenda item during the upcoming March meeting.

Item 6.0- Discuss update on Biola Community Plan

Yvette Quiroga, Principal Planner for Public Works and Planning, provides an update on the progress of the community plan meetings. She seeks the board's input regarding the envisioned growth of the community. The community plan hasn't been updated since the 1970s, and it's noted that zoning doesn't guarantee development. Specific areas, like the 20-acre Shaw site reserved for housing, are highlighted, potentially accommodating over 200 units. Conversations with the school and law enforcement indicate limited expansion plans. Fire services also express no immediate need for additional land. Quiroga raises questions about potential wastewater treatment plant expansion and the necessity for more land. She requests an early mapping of the board's growth preferences and stresses the importance of aligning community and district boundaries.

Informational item, the Board has instructed staff to email the board of directors, inviting them to offer input on this matter within a week for further support.

Item 7.0- Follow-Up Discussion regarding California Energy Commission CEC Loan (SitelogIQ Solar)

Jessica Ritter, a Facility Solutions Specialist at SitelogIQ, reports that two years ago, her team successfully completed a solar installation project at Well #3, Well #4, the WWTP, and the Biola Community Center, alongside an HVAC replacement. This project, totaling \$881,000 in cost, was funded by the California Energy Commission. The project involved a 1% interest loan. BCSD was to open a separate bank account to put in the savings to pay for future true-ups. Ritter notes that if the District wishes to pursue a battery storage project, it would need to be funded through grants exclusively. She suggests that the WWTP site would be the most suitable location for battery installation.

Informational item, Board direction to staff to follow up with when a grant comes up.

Item 8.0-Discussion on Biola Current Projects-Potholing, Leaks, and Future Repairs on Well #3 and Well #4

Randy Johnson, President of Mountain Valley Environmental Services, Inc., expresses his primary concern regarding the outdated wastewater wiring. Currently, the controller for the two pumps is lost, forcing us to operate them manually via float. Repairing the current system properly could incur costs exceeding \$20,000, so we are trying to hold off until the WWTP Upgrade Project takes place. Elaine, the General Manager, agrees to schedule a meeting with Alfonso to address these concerns. Additionally, Randy highlights other operational issues such as squirrel abatement, water service leaks, and recent potholing work for the ATP project. The estimated cost for potholing work to be in the range of \$35,000 to \$37,000.

Informational item, no Board direction.

Item 9.-Discuss and Consider Approval of Maintenance Work for Weeds and Trash -Photo Presentation (“WWTP”)

Elaine Cervantes, the General Manager, showcases a slideshow presentation highlighting the current state of the WWTP property, featuring images of weeds, trash, and accumulated dirt mounds. Our landscaping contractor has proposed a comprehensive solution, which includes cleaning, trash removal, weed spraying, and squirrel abatement

for the estimated 9-acre area, all for a cost of \$4,000.00. This proposal specifically pertains to the WWTP property.

A motion is made to move forward with the proposal and get the WWTP cleaned up.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

**Item 10.-Discuss and Consider Approval of Resolution 2024-03
Maintenance Work for Vine Removal on District Property and Authorize General Manager to Move Forward with San Joaquin Valley Air Pollution Control District Alternative Grant Program**

Elaine Cervantes, the General Manager, informs the Board that she reached out to a contractor at AK Farm Solutions for a quote on removing vines. The quote entails removing, leveling, cleaning, and hauling away the vines for a total of \$6,625. Additionally, she discovered a grant opportunity through the San Joaquin Valley Alternative Ag Burn Grant, which offers \$1,300 per acre. This means that if we apply for the grant, our out-of-pocket expenses would be only a few hundred dollars.

The following people made a public comment: Natalia Meza

A motion is made to move forward with Resolution 2024-03 for the grant of removal of the vines and accepting the bid from AK Farm Solutions.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

**Item 11.- Discuss and Consider Approval of Resolution 2024-04
Awarding Rolfe Construction the Storm Drain Improvements Project (American Rescue Plan Act Project)**

Elaine Cervantes, the General Manager, announced that in 2022 we secured a grant from the County of Fresno to fund the construction of pipelines across the community. AM Consulting has successfully finalized the construction documents for the storm drain and initiated the bidding process on January 30th. Rolfe Construction emerged as the lowest apparent bidder, offering to undertake the project at a cost of \$474,145, with a total construction budget of \$707,000. A map displaying the proposed pipeline locations is before the Board.

A motion is made to accept Resolution 2024-04 for Awarding the construction contract for the storm drain improvements project.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

Item 12. -Status Update on Review of 2023 Hall Rental Increase

Carlos Rodriguez, the Vice President of the Board, is not present for his presentation regarding this matter.

Board direction is to table this item.

Item 13. -Discuss and Consider Approval of Resolution 2024-05 Authorize General Manager to Move Forward With Bridge Loan/Line of Credit with Central Valley Community Bank

Elaine Cervantes, the General Manager, has emphasized that the Water Upgrade Project cannot proceed until we secure a means to compensate the contractors. Initially, we had sufficient funds for this purpose, but our current financial situation necessitates seeking a line of credit from entities like CVCB or Holman Capital Corporation.

A motion is made to approve Resolution 2024-05 Authorize General Manager to Move Forward with a Bridge Loan/Line of Credit.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

Item 14. -Discuss 2022 Central Valley Community Bank General Account Closure and Authorize the General Manager to Explore Other Banking Options

Elaine Cervantes, the General Manager, states some fraudulent activity occurred with checks in 2022. Following a meeting with CVCB staff, both she and the Board President expressed dissatisfaction with the information they were provided with. The Board President states we need someone who is more reliable.

The following people made a public comment: Natalia Meza

A motion is made to look for another banking institution that can better serve our District. Board direction to staff is to come up with three different banking options.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

Item 15. - Consider Approval of District's Revised Bylaws Dated 1/18/24, with a Change Only Under President Section

Elaine Cervantes, the General Manager, explains that the existing Bylaws dictate that the President may only vote in the case of a tie. However, there's a need to revise this provision to align with California Law, which grants the Board President the right to vote, irrespective of tie situations, ensuring their vote holds equal weight.

A motion is made to accept the changes made.

MSC Madera/Lozano Roll Call Vote: 3 Ayes 1 Absent (Rodriguez) 1 Vacancy

Item 16. - Board Member Communications Information

Any Board member may make an announcement, report briefly on their activities, or ask a question for clarification:

- **Board Treasurer Madera** – emphasizes the necessity of a resolution to address individuals who neglect to close their accounts upon moving out and to ensure timely bill payments, without allowing delays of months before they decide to make a payment. Elaine suggests considering an ordinance instead.
- **Board member Lozano**- raises awareness about the issue of cat overpopulation within the town.

Item 17. Staff Reports

General Manager, Elaine Cervantes, presents her staff report and verbally includes the following to her staff report:

- **Fresno EOC LIHWAP Water Assistance Program**- received first check and hoping to recoup \$25,000 in assistance.

- **CDBG Advisory Committee Update-** For the submission of the 24-25 CDBG BCSD Fire Hydrant Replacement Application, Biola holds the top ranking.

CLOSED SESSION

- None

Item 18.0- ADJOURNMENT 7:50:PM

The next regular meeting of the Board of Directors is Thursday, February 15, 2024.

At 7:50:p.m. on February 15, 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 February 15, 2024 at the Biola Community Services District, 4925 N. 7th Street, Biola, CA 93606.

Approved:

Date

Marisol Camacho, Board Clerk

**NEXT MEETING OF THE BOARD OF DIRECTORS
March 21, 2023 – Regular Meeting, Biola, CA**