



# Biola Community Services District

Regular Meeting – Board of Directors  
May 15, 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, May 15, 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
- Monique Dolores- 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 items within its jurisdiction but not on this Agenda. Speakers may be limited to three minutes. Speakers will be asked, but are not required, to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Board President has the option of asking the speaker to hold the comment until that item is called. 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.

NOTE: Prior to action by the Board on any item on this agenda, the public may comment on that item. Speakers may be limited to 3 minutes. 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 pulled from the Consent Calendar before action is taken and the item(s) pulled will be considered separately.

**(a) Approval of Regular Meeting Minutes**

**Motion to Approve**

Dated April 17, 2025

**(b) Approval of Financials**

Ending April 30, 2025

**ACTION/INFORMATION**

- 3. Biola Income Survey for Fresno County  
Community Development Block Grant (CDBG)**  
*Jared Nimer, Staff Analyst, Department of Public  
Works and Planning Community Development Division,  
County of Fresno*

**Information**

- 4. Approval of Engineer’s Report for The  
Annual Levy of Assessment for Landscape and  
Lighting Maintenance District No. 1**  
Resolution 2025-04  
*Faisal Sweileh, Associate Engineer,  
AM Consulting Engineers*

**Action**

- 5. Discussion and Acceptance of Storm Drain  
Improvements Project And Approval of  
Authorization To File Notice Of Completion With  
the County Of Fresno’s Recorder’s Office**  
Resolution 2025-05  
*Faisal Sweileh, Associate Engineer,  
AM Consulting Engineers*

**Action**

- 6. Discussion and Approval of the Placement of  
New Streetlights on Biola Avenue Using ARPA  
Funds**  
*Faisal Sweileh, Associate Engineer,  
AM Consulting Engineers*

**Action**

- 7. Discussion of Solar Panel System and Associated  
Financials**  
*Jessica Ritter, SitelogIQ Representative*

**Information**

- |   |                           |
|---|---------------------------|
| <p><b>8. Discussion and Approval of Anticipated Expenses for the Wastewater Treatment Plant (WWTP), Well Site #3 and Well Site #4, and Regulatory Reports</b><br/> <i>Randy Johnson, Water Operator, BCSD</i></p> | <p><b>Action</b></p>      |
| <p><b>9. Ratification of Employment Hire: Maintenance Employee</b><br/> <i>Marisol Camacho, Interim General Manager, BCSD</i></p>   | <p><b>Action</b></p>      |
| <p><b>10. Discussion to Approve Purchase of Vegetation Maintenance Supplies - Not To Exceed \$1,000</b><br/> <i>Eugenio Gutierrez, Vice President, BCSD</i></p>   | <p><b>Action</b></p>      |
| <p><b>11. Discussion and Development of Duties and Responsibilities of the District Board Treasurer</b><br/> <i>Marisol Camacho, Interim General Manager, BCSD</i></p>  | <p><b>Information</b></p> |
| <p><b>12. Review, Discuss, and Approve Authorized Bank Signers</b><br/> <i>Carlos Rodriguez, Board Treasurer, BCSD</i></p>  | <p><b>Action</b></p>      |
| <p><b>13. Discussion on Director Participation via Teleconference</b><br/> <i>Monique Dolores, Board Member, BCSD</i></p>   | <p><b>Information</b></p> |
| <p><b>14. Review and Approve Policy/Procedure No. 2909 for Biola Community Center Use Regarding Event Requests and Approval Process</b><br/> <i>Marisol Camacho, Interim General Manager, BCSD</i></p>            | <p><b>Action</b></p>      |
| <p><b>15. Review Existing Contract Between BCSD and the Veterans of Foreign Wars (VFW)</b><br/> <i>Monique Dolores, Board Member, BCSD</i></p>  | <p><b>Action</b></p>      |
| <p><b>16. Discussion on the Annual Rate Increases for Solid Waste, Water, and Sewer Services Effective July 1st</b><br/> <i>Marisol Camacho, Interim General Manager, BCSD</i></p>                                | <p><b>Information</b></p> |
| <p><b>17. Discussion and Direction on Method for Conducting 2025-2026 Annual Budget Review</b><br/> <i>Marisol Camacho, Interim General Manager, BCSD</i></p>   | <p><b>Information</b></p> |
| <p><b>18. Policy Review of District Holiday Schedule and Observance</b><br/> <i>Monique Dolores, Board Member, BCSD</i></p>   | <p><b>Information</b></p> |

**19. Board Member Communications**

**Information**

This is an opportunity for any Board member to make an announcement or report briefly on their activities as Board Members of the District or request future agenda items.

**20. Staff Reports**

**Information**

Attached are the District’s Staff reports.

**21. CLOSED SESSION**

**NOTICE TO THE PUBLIC**

As provided in the Ralph M. Brown Act, Government Code § 54957, the Governing Board may meet in closed session with members of its staff and its attorneys. These sessions are not open to the public and may not be attended by members of the public. Any public reports of action taken in closed session will be made in accordance with Government Code. The Board will take public comment on Closed Session items before adjourning to closed session.

**Public Comment on Closed Session Items**

**Conference with Labor Negotiators – Government Code, § 59457.6**

Agency designated representatives: Marisol Camacho, Interim General Manager

Employee Organization: Customer Service Representative

Agency designated representative: Board President/Vice President

Employee organization: Interim General Manager

**Reconvene in Open Session and Report Reportable Action Taken During Closed Session**

**22. ADJOURNMENT**

The next regular meeting of the Board of Directors is Thursday, June 19, 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 05/12/25

*Eugenio Gutierrez*

Eugenio Gutierrez (May 12, 2025 14:49 PDT)

**Eugenio Gutierrez– Board Vice President**



**Marisol Camacho – Board Clerk**