



JUL 20 2023

Agenda No. 2a

**MINUTES OF REGULAR MEETING
OF THE BOARD OF DIRECTORS
BIOLA COMMUNITY SERVICES DISTRICT
June 15, 2023**

The Board of Directors of the Biola Community Services District met for its Board Meeting on June 15, 2023 at the Biola Community Center, Biola, California.

The following were present:

Board of Directors:

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

Staff:

Elaine Cervantes, General Manager
Marisol Camacho, Board Clerk

Public:

Korene Ramos, James Bell (MVES), Randy Johnson (MVES), Bernadette Torres-Silva, Jorja Hernandez, Riqui Hernandez, Phillip Cervantes, Ariel Hernandez, Jaiden Crane

Call to Order

Board Chair Duarte calls the meeting together at 6:02 p.m.

Item 1.0 – Certification

Certification that the agenda was posted at least 72 hours before the meeting and was signed by Board President and Board Clerk acknowledged as being correct. - Yes

Item 2.0 – Public Comment

The following members of the public made a public comment:

- Bernadette Torres provides updates on the CDBG advisory committee as she is a new advisor on board. CDBG 24-25 applications have been released.

Item 3.0 – Consent Calendar

- 3a. Adoption of Regular Meeting Agenda dated Meeting June 15, 2023
- 3b. Approval of Regular Meeting Minutes dated May 25, 2023
- 3c. Approval of Financials ending May 31, 2023

A motion is made to approve the consent calendar: June 15, 2023 Agenda, May 25, 2023 Minutes, and Financials ending May 31, 2023.
MSC Rodriguez/Reyes 5 ayes

AGENDA ITEM

NEW BUSINESS-

Item 4.0 – Guest Speakers

A) Jakara Organization Community Organizers

Domenica Lopez and Heidi Rosales introduce the Board of Directors to the Jakara Organization. Jakara Organization has worked with Fresno City College to bring courses to the community center. An event will be held June 27, 2023 to receive community input through surveys on the community needs.

The following members of the public made a public comment: Bernadette Torres-Silva

B) Mountain Valley Environmental Services, Inc

Randy Johnson, MVES Inc. President, updates the Board of Directors with the following matters: Influent pump #2, WWTF headworks control panel, potholing, squirrel abatement, levy repair, weeds, vacuum/air relief valve at well #4, pavement patch at well #3, water service leaks, well #3 control panel, and WWTF upgrade. MVES staff to follow up with a priority list.

Item 5.0 - 2023-2024 Budget

General Manager states an actual cost was received from CPA. Budget will be updated and amended for the July meeting for approval.

A motion is made to accept to move forward and take it to be placed on the July 2023 agenda.

MSC Lozano/Madera 5 ayes

The following members of the public made a public comment: Bernadette Torres-Silva

Item 6.0- General Counsel Agreement Liebert Cassidy Whitmore (Yesenia Carrillo) (Resolution 2023-14)

General Manager states the Board decided to move forward with a new general counsel. It was brought to the Board previously. The agreement before the Board tonight is what needs to be approved and signed to start services.

A motion is made to approve the agreement with Liebert Cassidy Whitmore (Resolution 2023-14).

MSC Lozano/Madera 5 ayes

Item 7.0- District General Manager (Resolution 2023-15)

General Manager states that the Board of Directors offered her the general manager position, which she accepted. The resolution tonight is to finalize.

A motion is made to approve Resolution 2023-15.

MSC Ramos/Lozano 5 ayes

Item 8.0- Consideration to Approve the Engineer’s Report for the Biola Community Services District Landscaping and Lighting District No. 1 for FY 2023/24 (Resolution 2023-16)

General Manager states this Resolution is to approve moving forward the AM Consulting Engineers with be taking care of the LLMD this year.

A motion is made to approve Resolution 2023-16.

MSC

Madera/Lozano

5 ayes

Item 9.0- OTHER BUSINESS/INFORMATIONAL

Comments:

- (a) Board of Directors:** Vice Chair Ramos- attending Central Unified School District Graduation; Ice cream giveaway to Biola elementary school.
- (b) Staff:** General Manager discusses the informational attachment. Y&H projects- meeting to discuss different representation
- (c) District Landscape:** Current landscaping vendor spoke to General Manager and verbally quit. Board decides to give vendor an opportunity to speak before Board Chair and Vice Chair before setting out to hire new District Landscaper. To be continued at the next board meeting.

Item 10.0- CLOSED SESSION

NOTICE TO THE PUBLIC

As provided in the Ralph M. Brown Act, Government Code., 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. The matters the Board will meet on in closed session are identified appropriately in open sessions as requiring immediate attention and arising after the posting of the agenda. Any public reports of action taken in closed session will be made in accordance with Government Code.

CONFERENCE WITH BOARD OF DIRECTORS AS PER GOVERNMENT CODE SECTION 54957; PUBLIC EMPLOYEE PERFORMANCE EVALUATION TITLE: Employee Evaluation California Government Code sec.54957(b)(1).

- Time entered into closed session 7:37PM
- Time out of closed session 8:08PM
- Reportable Action: No reportable action

A motion is made to adjourn the meeting.

Ramos/Reyes

5 ayes

ADJOURNMENT 8:08 pm

At 8:08 p.m. on June 15, 2023 the Meeting of the Board of Directors was adjourned.

I, Carlos Rodriguez, Board Secretary to the Board for the Community of Biola, do hereby declare under penalty of perjury that the above Minutes are a true report of all action minutes taken at the Regular Board of Directors meeting held on June 15, 2023 at the Biola Community Services District, 4925 N. 7th Street, Biola, CA 93606.

Approved:

7-20-23
Date


Carlos Rodriguez, Board Secretary

NEXT MEETING OF THE BOARD OF DIRECTORS
July 20, 2023 – Regular Meeting, Biola, CA