



Informational Reports

To: Biola Community Services District Board of Directors
From: District Staff
Date: April 20, 2023
RE: Informational Staff Report

Please Note: items listed below may be pulled for discussion at the Board's request.

- Fresno Irrigation District Proposition 218 Election** Ballots have been mailed out by FID to vote for the upcoming Proposition 218 election to assist in these key areas. Public hearing scheduled for June 8, 2023 @3pm. Please see attached for more information.
- Fresno County MTV Rural Transit** The weather has been a factor in the delay of the Electric Fence, but they finally started last week and we are looking at having the electric vehicle stationed in Biola by the end of April. Last month I had mentioned that RGC (contractor) stated that our Handicap parking is out of compliance and that it will need to be corrected. I did reach out to Jerry Jones since Yamabe & Horn Engineering handled the parking project in 2017, and Jerry did state that if we needed someone to come out and look at the slopes that he would send someone out, but that he also needed the codes showing that we were out of compliance. I directed Jerry to not send anyone out until I spoke with RGC and obtained the codes needed. I did speak with David Ramirez with RGC, and I informed him of our engineer requesting the non-compliance codes that stated the District was out of compliance. David Ramirez RGC stated he did not have those codes and didn't want to get them from the County because he didn't want the County to issue us a fine in the event we were out of compliance. I asked Mr. Ramirez where he got the information that we were out of compliance. He stated that by looking at the parking lot he determined that we were. We have proof that the County signed off on this parking lot project back in 2017, whether the regulations have changed we have never been notified so moving forward we are not seeking to repair our parking lot at this time until further communication comes from the County stating that we are out of compliance.
- Board of Directors Ethics Training** Our Ethics training will be on April 27, 2023 @ 6:00pm this training is available at no cost through CSDA (California Special Districts Association). Last month the Board decided to move forward with this training as a special meeting for all Board Members to meet in a group setting. A reminder will be sent out next week.
- Mid Valley Disposal (MVD) Senior Citizen Application-** now available
- Mid Valley Disposal (MVD) Clean up event** This event was held on Friday, April 7th & 8th these two days brought a lot of confusion to our community since they are only allowed to bring one load per family during the two days. Since the flyer wasn't specific Mid-Valley honored 2 or more dumping per family. Moving forward we will only have

our clean-up event for one day which will be only on (Saturday) to avoid any and all confusion. Our next event cleanup will be Saturday, October 7th 2023.

6. Mtn Valley Environmental:

- RV valves that are located on top of the tanks at both Wells need to be replaced an estimate of \$2,000 will be the total for both repairs.
- Contract pending- The contract with Mountain Valley will be approved at our April 20, 2023 Board Meeting (see agenda item 6)

7. Trash Dumping behind 5-Acre Vineyard- All trash has been removed and ready for the upcoming Self-Help Tour

8. Hall Rental Committee: The Hall Rental Committee had a meeting on Thursday, April 13, 2023 to finalize the report for the potential increase of the hall rental pricing. This item is listed as a consent item 7 and will be discussed and approved at the April 20, 2023 Board Meeting.

9. El Dorado Monthly Billing (update)- Online payment option now available, please see the BCSD website

10. Annual Audit (Engagement Letter)- (See agenda item 9) RFP will be sent out once last years audit is complete.

- Our auditor (Bryant Jolley, CPA) was present on Tuesday, April 4, 2023 the representative Luis stated that a few invoices were missing and once those are received that he would be able to complete the Audit. If everything is received with no discrepancies, he would present at the April 20, 2023 Board Meeting. We did add the Audit to the Consent Calander on the Agenda just in the event it was ready to go. If they don't have a completed audit, we will pull it from the agenda once the meeting has been called to order.

11. Youth Shelter/Use of Hall- Board tabled requesting all youth activities be discussed together. Staff recommends a board committee. Need a committee.

12. SDRMA Street light claims: Legal Counsel sent out demand letters to both Biola Residents as to the damaged property that occurred 2 years ago on Biola Avenue. We have not heard from either resident as of 4.14.23.

13. Forensic Audit: Two Boards have approved the Forensic Audit. The previous Board approved the audit with a specific, narrow scope. GM was working to finalize Scope. Those were the last notes from the previous GM. At our last Board Meeting the Interim GM asked the Board for more time as to a month or two to try and figure out the missing gap of finances to prevent the district in spending the \$24,000 that it would take to obtain an Forensic Auditor. The GM has been able to put notes and conversations together to see where this all started and left off to be able to at least determine if the money borrowed has been deposited back into the district as to the amounts and date. (to be continued)

14. Y & H Engineering projects :(see agenda item 4)

- 1) Biola Groundwater Recharge Project process has been started on 3rd street
- 2) CDBG Sidewalk Improvements 20031 has been completed on fifth street
- 3) Water Upgrade System board approved to move forward
- 4) Landscaping and Lighting 22/23
- 5) CDBG 23/24

15. AM Consulting Engineers Projects

- 1) ARPA Project
- 2) Wastewater Treatment Plan Upgrade-Storm drain Improvements

16. ByLaws, Policies, Ordinances, Etc.: Legal counsel to update. Bernadette has completed typing up the policies as a word document staff forwarded to Legal counsel. Further discussion is needed moving forward on all of the above. The Board needs to move forward with a committee to update the Bylaws, Policies and Ordinances, last update was 2019

17. Biola Community Center Cameras the Community Center has had a lot of trouble with the cameras and since we have a contract with FCRTA (Fresno County Rural Transit Agency) the GM moved forward and obtained 3 quotes for new camera/security systems. The problem currently is that they are about to finish installing the charging station for the electric vehicle and it was stated and agreed on that moving forward with this project that the BCSD had reliable cameras. So, I have been looking around and reached out to a couple of companies and moved forward with Alert 360. We got 12 cameras installed with continued recordings and customer service and training for 36 months totaling \$7,054.20 0% interest rate at \$195.00 per month. I did speak with Moses, the one installing the charging station and he stated that he would contribute \$1,000 toward the new cameras. The cameras were installed this past week and are working great. This was a necessity especially since we committed to the Electric car stationed on our property it protects them and us. We would like to thank Carlos Rodriguez for all his time spent on our previous cameras, with his work schedule it was merely impossible to be available when the cameras were down. We appreciate you and all that you did for the district. Thank you .

18. 5th Street Lighting as mentioned on the informational notes dated March 28, 2023. Our 5th Street lights are finally up. A special Thank you to the Biola of Chamber of Commerce for donating the lights to the Community and to our 3 volunteers Board member Carlos Rodriguez, Board Member Kirk Ramos, and VFW Phillip Cervantes for volunteering their time to put up the lights. The lights are still not connected and will take much more from the district to complete. As per our Engineer Jerry Jones the conduit and pull boxes were installed, but as per Carlos Rodriguez the wiring to connect to the electrical box is not. The Board has several questions for Yamabe & Horn Engineering regarding the above before moving forward. Yamabe & Horn is on the agenda for the April 20, 2023 Board Meeting.