



September 21, 2023

Agenda No. 2b

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
BIOLA COMMUNITY SERVICES DISTRICT  
August 17, 2023**

The Board of Directors of the Biola Community Services District met for its Board Meeting on August 17, 2023 at the Biola Community Center, Biola, California.

The following were present:

**Board of Directors:**

Kirk Ramos, Vice President

Martha Madera, Board Treasurer

Carlos Rodriguez, Board Secretary

Reyes Lozano, Board Member

**Staff:**

Brent Richardson, General Counsel

Elaine Cervantes, General Manager

Marisol Camacho, Board Clerk

**Public:**

Natalia Meza, Jose Meza, Michelle Flores, Phillip Cervantes, Korene Ramos, Angela Hall, and Samuel Norman.

**Call to Order**

Board Secretary Rodriguez calls the meeting together at 6:05 p.m.

**Item 1.0 –Public Comment**

No public comment is made.

**Item 2.0 – Consent Calendar**

2a. Approval of Special Meeting Minutes dated July 25, 2023

2b. Approval of Regular Meeting Minutes dated July 20, 2023

2c. Approval of Financials ending July 31, 2023

**A motion is made to approve the consent calendar.**

**MSC**

**Lozano/Ramos**

**4 ayes 1 absent**

**AGENDA ITEM**

**NEW BUSINESS-**

**Item 3.0 – Public Hearing to Consider the Assessment for the Annual Levy For 2023-2024 for Landscaping and Lighting District No. 1**

Angela Hall, AM Consulting Engineers, states this process is the Annual Levy’s final action of the Board of Directors required by State Law for the Levy 23-24 Annual Assessment.

**Board Secretary Rodriguez opens the public hearing at 6:11PM and closes at 6:12PM. There is no public input.**

**Item 4.0 - Discussion and Consider Approval of Resolution Confirming Diagram and Assessment for the Annual Levy for 2023-2024 for Landscaping and Lighting District No. 1. Resolution (2023-19)**

Angela Hall, AM Consulting Engineers, states staff recommends there be a no protest to the assessment to move forward with the approval.

**A motion is made to accept Resolution 2023-19.**

**MSC**

**Madera/Lozano**

**4 ayes 1 absent**

**Item 5.0- Guest Speaker- The Rios Company (Workforce)**

Samuel A. Norman, Social Marketing/Issues Management, wishes to help increase ridership on the Biola electric rideshare program by offering residents a 6-week apprenticeship program with the possibility of a job at the end of the course. This would be a no cost program with a free monthly subscription for the use of the electric vehicle. Mr. Norman to schedule date with GM for community outreach.

The following people made a public comment: Natalia Meza

**Item 6.0- Discussion and Consider Approval of District Landscaping Vendor**

The Board review the three proposals before them-Leo Landscapes \$1,250, Central Valley Lawnsapes about \$1,500, and our current landscaper, Carbajal Landscaping, for \$1,200.

The following people made a public comment: Phillip Cervantes

**A motion is made to accept Carbajal Landscaping as the District landscaper pending contract to make it official.**

**MSC**

**Lozano/Madera**

**4 ayes 1 absent**

**Item 7.0- Board Member Communications**

- **Board Treasurer Madera-** outdoor Polycell has maintained clean, neighbor’s water continuously running; With the GM, raised the CVCB maximum balance to \$500,000; CPA meeting on writing off 2020 missed billing more information to come for action on September board meeting.
- **Vice Chair Ramos-** During UFW event, UFW staff approached VC requesting to use hall for a community outreach meeting (approximately 25 people).
- **Board Secretary Rodriguez-**In contact with electrical engineer for the lighting on Shaw and also inquired on the possibility of lighting up the water tower; Investor, Yan Purba, reached out to him would like to be placed on the September agenda to speak to the Board on putting batteries on our Solar Panels to get the best use out of them. Mr. Purba to be placed on the September agenda.

**Item 8.0- Staff Reports**

General Manager discusses the staff report attachment.

**CLOSED SESSION**

**NOTICE TO THE PUBLIC**

As provided in the Ralph M. Brown Act, Government Code section 54950, et seq., 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 in compliance with Government Code sections 54954.2, 54956, and 54954.5. Any public reports of action taken in closed session will be made in accordance with Government Code.

**Item 9.0**

**CONFERENCE WITH LABOR NEGOTIATORS** - Pursuant to Government Code section 54957.6

Agency designated representative: Board President

Unrepresented Employee: General Manager

- Time entered into closed session 7:17PM
- Time out of closed session 7:40PM
- Reportable Action: Authorized the Vice President to go and negotiate with the GM regarding finalizing her contract and other items as needed.

**ADJOURNMENT 7:43pm**

At 7:43p.m. on August 17, 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 August 17, 2023 at the Biola Community Services District, 4925 N. 7th Street, Biola, CA 93606.

**Approved:**

\_\_\_\_\_  
Date

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Carlos Rodriguez, Board Secretary

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