



# Biola Community Services District

Regular Meeting – Board of Directors  
October 16, 2025  
Biola Community Center, 6:00 P.M.  
4925 N. Seventh Street  
Biola, CA

**Teleconference Location:** Monique Dolores, La Quinta Inn & Suites, **ROOM # 221**,  
20 W Pacheco Blvd, Los Banos, CA 93635

A regular meeting of the Board of Directors of Biola Community Services District is hereby scheduled for Thursday, October 16, 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**

Eugenio Gutierrez – Vice President  
Carlos Rodriguez- Board Member  
Monique Dolores- Board Member

#### **Pledge Of Allegiance**

**Ceremonial Item: Oath of Office for Appointed Board Member Rosa Maria Rosales**

### **1. 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. 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.

**a) Public Employee Appointment Pursuant to Government Code, § 54957**  
*General Manager*

**b) Public Employee Performance Evaluation**  
**Pursuant to Government Code Section 54957(b)(1)**

*Customer Service Representative*

- c) **Conference with Labor Negotiators Pursuant to Government Code, § 59457.6**  
*Interim General Manager / General Manager -District representative Vice President Gutierrez*  
*Customer Service Representative – District representative Interim General Manager Carmen Zamora*

**AGENDA ITEMS**

**Recommended Action**

**2. 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.

**3. 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 August 21, 2025

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

Dated September 18, 2025

**(c) Approval of Financials**

Ending September 30, 2025

**ACTION/INFORMATION ITEMS**


- |   |                           |
|---|---------------------------|
| <p><b>4. Review and Selection of Water and Wastewater Operations &amp; Maintenance Services Provider from Submitted Proposals</b><br/><i>Carmen Zamora, Interim General Manager</i></p>   | <p><b>Action</b></p>      |
| <p><b>5. Approval of Employment Agreement for the General Manager</b><br/><i>Eugenio Gutierrez, Board Vice President</i></p>  | <p><b>Action</b></p>      |
| <p><b>6. Approval of Salary Increase for Customer Service Representative Following Performance Review</b><br/><i>Carmen Zamora, Interim General Manager</i></p>   | <p><b>Action</b></p>      |
| <p><b>7. Consideration of Petition from Ms. Rosa Maria Rosales to Modify Traffic Flow for Monthly Food Distribution</b><br/><i>Rosa Maria Rosales, Board Member</i></p>   | <p><b>Action</b></p>      |
| <p><b>8. Conduct Candidate Interviews and Appoint Candidate to Three-Year Board Vacancy Seat</b><br/><i>Eugenio Gutierrez, Board Vice President</i></p>   | <p><b>Action</b></p>      |
| <p><b>9. Reorganization of the Board of Directors Officer Positions Following Appointment of Board Member to Vacant Seat</b><br/><i>Carmen Zamora, Interim General Manager</i></p>  | <p><b>Action</b></p>      |
| <p><b>10. Discussion and Possible Action Regarding Designation of a New Authorized Bank Signer</b><br/><i>Carmen Zamora, Interim General Manager</i></p>  | <p><b>Action</b></p>      |
| <p><b>11. Board Member Communications</b></p> <p>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.</p> | <p><b>Information</b></p> |
| <p><b>12. Staff Reports</b></p> <p>Attached are the District's Staff reports.</p>   | <p><b>Information</b></p> |
| <p><b>13. ADJOURNMENT</b></p>   |                           |

The next regular meeting of the Board of Directors is Thursday, November 20, 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 10/13/25

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**Eugenio Gutierrez– Board Vice President**

  
\_\_\_\_\_  
**Carmen Zamora – Interim General Manager**