



Biola Community Services District
Minutes of the
Board of Directors
Regular Board Meeting July 16, 2026
6:00p.m.

The Board of Directors of the Biola Community Services District met for its Regular Board Meeting on July 16, 2026 at the Biola Community Center, Biola, California.

Directors present: Eugenio Gutierrez – Board President
Monique Dolores – Board President
Rosa Rosales – Board Secretary
Carlos Rodriguez – Board Member

Directors absent: Mercedes Ramos – Board Treasurer

Staff Present: Present along with Spanish Translators

Public present: *Amelia Ponce, Maria Soto, Juana Hernandez, Linda Gloria, Adela Lozano, Manuel Villarreal*

Roll Call- Roll Call was called. At 6:10 PM, The Board President called the meeting to order. The board clerk confirmed there was a quorum.

1. APPROVE AGENDA

Motion made by: Director Monique Dolores

Motion Second by: Director Rosa Maria Rosales

Vote:

Eugenio Gutierrez – Yes

Carlos Rodriguez –Yes

Rosa Maria Rosales – Yes

Monique Dolores – Yes

Mercedes Ramos – Absent

Vote Count 4 ayes-0 nays. Motion passed.

2. APPROVE CONSENT CALENDAR

Motion: To Approve item (A) through item (B) but Table Item (C) for next Regular Board meeting with General Manager

Motion made by: Director Carlos Rodriguez

Motion Second by: Director Eugenio Gutierrez

Vote:

Eugenio Gutierrez – Yes

Carlos Rodriguez –Yes

Rosa Maria Rosales – Yes

Monique Dolores – Yes

Mercedes Ramos – Absent

Vote Count 4 ayes-0 nays. Motion passed.

3. PUBLIC COMMENT

None

ACTION ITEMS

4. Approve the Fiscal Year 2026-2027 Budget

Resolution 2026-07

Presenter: *Monique Dolores, Board Vice President*

The presenter provided the proposed FY 2026–2027 budget, which was developed after reviewing the District's prior-year financial activity, current operating trends, contractual obligations, anticipated service needs, and projected operating costs. The proposed budget includes total projected revenues of \$853,280, total budgeted expenditures of \$742,318, and a projected net income of \$110,962. The budget provides funding for ongoing operations, maintenance, contractual obligations, and service requirements. Staff recommended adoption of Resolution No. 2026-07 approving the FY 2026–2027 Budget.

Public Comments: None

Board Discussion: A Board Member commented that they were pleased to see the District projected to end the fiscal year with a positive net income and commended staff for their work in preparing a financially sound budget.

Motion: A motion was made to adopt Resolution No. 2026-07 approving the FY 2026–2027 Budget.

Motion made by: Director Carlos Rodriguez

Motion Second by: Director Monique Dolores

Vote:

Eugenio Gutierrez – Yes

Carlos Rodriguez – Yes

Rosa Maria Rosales – Yes

Monique Dolores – Yes

Mercedes Ramos – Absent

Vote Count 4 ayes-0 nays. Motion passed.

5. Public Hearing for Landscaping and Lighting Maintenance District No.1 Fiscal Year 2026-2027 Assessment

Presenter: Eugenio Gutierrez, Board President

Staff opened the public hearing to receive public testimony regarding the proposed annual assessment for Landscape and Lighting Maintenance District No. 1 for Fiscal Year 2026–2027.

Public Comment: A community member expressed concern that several streets in the neighborhood do not have adequate street lighting and stated that additional lighting is needed beyond the main streets. The speaker explained that some areas remain dark at night, creating safety concerns for residents, and asked whether more streetlights could be installed throughout the community.

Board Discussion: None

6. Consider and Approve the Fiscal Year 2026-2027 Landscape and Lighting Maintenance District No. 1 Annual Assessment Resolution 2026-08

Presenter: Monique Dolores, Board Vice President

Staff presented the consideration and approval of the FY 2026–2027 annual assessment for Landscape and Lighting Maintenance District No. 1. The Board previously initiated the assessment proceedings and approved the Engineer’s Report and required resolutions. A public hearing was conducted to receive public testimony regarding the proposed assessment. The District provides funding for the operation and maintenance of the street lighting system, with Subarea No. 2 providing funding for landscape maintenance within Tract No. 3681. The proposed annual assessment for FY 2026–2027 totals \$19,180, consisting of \$14,165 for Area No. 1 street lighting and \$5,015 for Subarea No. 2 landscape maintenance. No annexations or boundary changes have occurred. Staff recommended adoption of Resolution No. 2026-08 confirming the Engineer’s Report, assessment diagram, and annual assessments, and authorizing submission of the assessment roll to the Fresno County Auditor-Controller.

Public Comment: None

Board Discussion: None

Motion: A motion was made to approve Resolution No. 2026-08 adopting the FY 2026–2027 Landscape and Lighting Maintenance District No. 1 annual assessment.

Motion made by: Director Carlos Rodriguez

Motion Second by: Director Monique Dolores

Vote:

Eugenio Gutierrez – Yes
Carlos Rodriguez – Yes
Rosa Maria Rosales – Yes
Monique Dolores – Yes
Mercedes Ramos – Absent

Vote Count 4 ayes-0 nays. Motion passed.

7. Review and Approve the Engagement Letter with Certified Accountant for Fiscal year 2026-2027

Presenter: Monique Dolores, Board Vice President

Staff presented the proposed engagement letter with Cutton & Mastro Certified Public Accountants for FY 2026–2027. The firm provides ongoing accounting and bookkeeping services to the District, including monthly accounting, financial reporting, payroll processing, budget reporting, year-end financial statement preparation, and coordination with the annual audit process. The proposed agreement continues these services with a monthly fee increase from \$1,500 to \$1,600, representing an additional \$100 per month and an annual increase of \$1,200. The total annual cost of the agreement is \$19,200, which was included in the FY 2026–2027 budget. Staff recommended approval of the engagement letter and authorization for the Board President to execute the agreement on behalf of the District.

Public Comment: None

Board Discussion: During Board discussion, a Board Member stated that the fee increase was reasonable, noting that they did not recall a recent increase in fees from the accounting firm. Staff clarified that the monthly fee would increase by \$100, from \$1,500 to \$1,600 per month, for a total annual cost of \$19,200, which has been included in the FY 2026–2027 budget. The Board acknowledged the firm’s role in providing comprehensive accounting services, including financial support, check processing, and assistance throughout the annual audit process.

Motion: A motion was made and seconded to approve Agenda Item No. 7, the FY 2026–2027 Engagement Letter with Cuttone & Mastro Certified Public Accountants, and authorize continuation of accounting and bookkeeping services for the District.

Motion made by: Director Monique Dolores

Motion Second by: Director Rosa Rosales

Vote:

Eugenio Gutierrez – Yes
Carlos Rodriguez – Yes
Rosa Maria Rosales – Yes
Monique Dolores – Yes
Mercedes Ramos – Absent

Vote Count 4 ayes-0 nays. Motion passed

8. Board Member Communications

Board Members provided brief updates and comments. A Board Member commended staff and management for their work and thanked the General Manager for her service. Discussion was held regarding ongoing efforts to improve street lighting throughout the community. The Board noted that expanding lighting coverage is a beneficial goal but would require additional funding, planning, and potential grant opportunities. The Board encouraged residents with questions or concerns regarding lighting improvements to contact the District. Appreciation was also expressed to attendees for participating in the meeting.

9. Staff Report

None

Meeting adjourned at **6:40 PM**

The next regular meeting of the Board of Directors is Thursday, August 20, 2026.

At 6:40 p.m. on July 16, 2026 the Meeting of the Board of Directors was adjourned.

I, Carmen Zamora, Board Clerk 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 July 16, 2026 at the Biola Community Services District, 4925 N. Seventh Street, Biola, CA 93606.

Approved:

Date

Carmen Zamora, General Manager, Board Clerk

NEXT MEETING OF THE BOARD

August 20, 2026 – Regular Meeting, Biola, CA at 6:00PM