

4925 N. SEVENTH STREET - PO BOX 57 BIOLA CA 93606

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www.biolacsd.org



Rudy Hernandez – President
Monique Dolores – Vice President
Mercedes Ramos – Treasurer
Reyes Lozano – Board Member
Inez Jimenez- Board Member
Felipe Perez – General Manager
Eduardo Antunez –Executive Assistant
Pedro Cerna – Customer Service

**AGENDA FOR REGULAR MEETING
OF THE BOARD OF DIRECTORS
THURSDAY, MAY 21, 2020
6:00 P.M.**

Mission Statement

“The Board of Directors and District Employees are committed to the ever growing needs of the community by providing high quality services, open lines of communication, promoting community participation and using its resources to build high quality of standards for the people.”

A Regular meeting of the Board of Directors of Biola Community Services District is hereby called for Thursday May 21, 2020 at the District’s office at 4925 N. Seventh Street, Biola, CA at 6:00 P.M. Pursuant to the District’s Bylaws and Rules of Order, this Notice of Regular Meeting shall be delivered to each Director not less than 72 hours in advance of the meeting, and posted in the locations specified and at the District’s Office.

SPECIAL NOTICE REGARDING PUBLIC PARTICIPATION DUE TO COVID-19 Given the current Shelter-in-Place Order covering the State of California and the Social Distance Guidelines issued by Federal, State, and Local Authorities, BCSD is implementing the following changes for attendance and public comment at all BCSD meetings until notified otherwise. BCSD facilities will not be open to the public. Any member of the Board of Directors may participate from a remote location by teleconference. The BCSD meeting will be accessible via live-streaming online to all members of the public on May 21st at:

BiolaCSD Facebook Page: **Biola Community Center - Hall Rental**

BiolaCSD Website: **www.biolacsd.org**

For all written comments please provide: Meeting Date - Agenda Item Number - Name - Comment (please limit to 300 words or 3 minutes). Please submit a separate responses for each item you are commenting on. Any portion of your comment extending past three (3) minutes may not be read aloud due to time restrictions, but will be made part of the record of proceedings. Please be aware that any public comments received that do not specify a particular agenda item will be read aloud during the general public comment portion of the agenda. If a written comment is received less than one hour before the start of the meeting, efforts will be made to read the comment into the record. However, staff cannot guarantee that written comments received less than one hour before will be read. All written comments that are not read into the record will be made part of the record of proceedings, provided that such comments are received prior to the end of the First 5 meeting. Verbal Comments. If you wish to speak to the Commission on the item by telephone, you must contact Eduardo Antunez at (559) 843-2657 or by email at eduardo.antunez@biolacsd.org no later than one hour prior to the start of the meeting. You will be asked to provide your name, phone number, and email address. You will be emailed detailed instructions on how to participate verbally via Zoom. You will be placed on mute until we get to the public comment portion of the item you have requested to address. At this point you will be unmuted. You will be able to speak to the Commission for up to three (3) minutes.

OPENING CEREMONIES – 6:00 P.M.

- **Welcome – President Rudy Hernandez**
- **Invocation and Pledge of Allegiance**
- **Call to Order**
- **Roll Call**

1. CERTIFICATION

Certification that the agenda was posted at least 72 hours before the meeting at Shaw Market, Biola Community Center, Biola Post Office, Best Market and BCSD Website and was signed by Secretary to the Board, Eduardo Antunez and was acknowledged to the Board President as being correct.

AGENDA APPROVAL/ADDITIONS/DELETIONS

2. ADOPTION OF THE AGENDA – Regular Meeting May 21, 2020

3. REQUEST TO ADDRESS THE BOARD – This portion of the meeting is reserved for members of the public to address the Board on item of interest that are not on the Agenda and are within the subject matter of the Board. Speakers will be limited to 3 Minutes. Any documents needed to be presented to the Board of Directors as handout will only be accepted if handed to the Board secretary for disbursement.

4. SPECIAL BUSINESS

- A.** Approval of Minutes of Regular Meeting on February 20,2020
- B.** Approval of Minutes of Special Meeting on May 5,2020

5. OLD BUSINESS

- A.** Approval of Financial Report as of April 30, 2020
 - I. 10-month Profit & Loss Previous Year Comparison
 - II. Transactions by Account for February
 - III. Balance Sheet Previous Year Comparison
 - IV. Construction in Progress Transactions
 - V. Budget to actual/comparison
- B.** Approval of Financial Report as of February 29/March 31,2020
 - I. 8/9-month Profit & Loss Previous Year Comparison
 - II. Transactions by Account for August
 - III. Balance sheet Previous Year Comparison
 - IV. Construction in Progress Transactions
 - V. Budget to actual/comparison
- C.** Grant Updates: Informational Only
 - Waste Water Feasibility Project (Update)
 - Biola Water System Upgrade (Update)
 - SGMA- Recharge Basins granted \$705,000.00 (Update)
 - CDBG 17/18 Fifth Street Project (Update)
 - CDBG 2020-2021 Community Block Grant (Update)
- D.** North Kings GSA (No Update)
- E.** ATP Cycle 5 (Update)
- F.** San Joaquin Electric Vehicle (Update)
- G.** Nutri-Ag Construction Project (Update)
- H.** Approval of purchasing Lights for G street Project
- I.** Clock in Clock out System for District Employees (Discussion)

6. New Business

- J. Introduction of By-Laws Amendment (Discussion only)
- K. ADOPT RESOLUTION NO. 2020-002 ESTABLISHING A MUNICIPAL UTILITY BILLING & COLLECTION POLICY INCORPORATING REQUIREMENTS SET FORTH IN SENATE BILL 998, DISCONTINUATION OF RESIDENTIAL WATER SERVICE, INCLUDING AUTHORIZING STAFF TO MAKE NON-SUBSTANTIVE REVISIONS DURING THE IMPLEMENTATION PERIOD

7. CORRESPONDENCE/ANNOUNCEMENTS

- BCSD office will be closed to the public due to Covid-19 concerns. If you would like to make A payment please use the Blue Drop Box located on C Street, P.O. Box 57 or BCSD Website biolacsd.org click on PAY NOW. Please give us a call if you have any questions at 559-843-2657 Tuesday- Thursday 8 am – 5pm Friday 8am- 12pm for afterhours please Call us at 559-840-5503

8. BOARD OF DIRECTORS COMMENTS

- A. As Offered

9. CLOSED SESSION

Government Code Section 54957
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Manager

10. ADJOURNMENT

- A. The next regular meeting of the Board of Directors will be on June 18, 2020

NOTE: The agenda items may not be presented in the order they are listed. Persons wishing to discuss an item that was taken out of order will have the opportunity to do so. All agenda items listed are considered to be discussion and/or action items. Material 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 in 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. The Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District at (559) 843-2657. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Date: May____,2020 By:_____ Rudy Hernandez, Board President