



## **Biola Community Services District**

Regular Meeting – Board of Directors  
September 19, 2024  
Biola Community Center, 6:00 P.M.  
4925 N. Seventh Street  
Biola, CA

A regular meeting of the Board of Directors of Biola Community Services District is hereby scheduled for Thursday, September 19, 2024 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**

Jennifer Duarte- President  
Carlos Rodriguez- Vice President  
Martha Madera – Board Treasurer  
Reyes Lozano- Board Member  
*Vacancy*- Board Member

##### **Pledge Of Allegiance**

#### **AGENDA ITEMS**

#### **Recommended Action**

##### **1. PUBLIC COMMENT**

This portion of the meeting is reserved for members of the public wishing to address the Board on any matter within the Board's jurisdiction including items on this Agenda. Comments from the public shall not exceed three (3) minutes unless the time limit is changed by the board president. Multiple comments on the same topic will be limited to a total of 15 minutes. Speakers will be asked, but are not required, to identify themselves and state the subject of their comment. 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.

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.

**2. 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 removed from the Consent Calendar before action is taken and the item(s) will be considered separately.

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

Dated August 15, 2024

**(b) Approval of Financials**

Motion to Approve

Ending August 31, 2024

**NEW BUSINESS**

**3. Authorize Environmental**

**Testing On Two Biola District Sites:  
Basin And Community Center Adjacent  
Lot For Future Community Development**  
*Simranjit Singh, Jakara Movement*

Motion to Approve

**4. Consider Approval of the 2024-2025 District  
Proposed Budget**

Motion to Approve

*Elaine Cervantes, General Manager*

**5. Consider Approval of Board Member Expense  
Reimbursement Policy**

Motion to Approve

*Elaine Cervantes, General Manager*

**6. Consideration To Submit An Application To LAFCO  
To Annex The WWTP Property And the Remaining  
Actagro Property Per the Community Plan Update  
Map**

Motion to Approve

*Elaine Cervantes, General Manager*

**7. Information Regarding Revocation of the CDBG  
Grant for Biola Fire Hydrant Replacement Project  
No. 24031**

Information

*Elaine Cervantes, General Manager*

**8. Board Member Communications**

Information

This is an opportunity for any Board member to make an announcement, report briefly on their activities, or ask a question for clarification related to matters within the Board's jurisdiction.

**9. Staff Reports**

Information

Attached is District's Staff reports.

**10. CLOSED SESSION**

**NOTICE TO THE PUBLIC**

The Ralph M. Brown Act allows the Governing Board to meet in closed session with members of its staff and its attorneys on certain matters. These sessions are not open to the public and may not be attended by members of the public. Any public reports of action taken in closed session will be made in accordance with Government Code.

**(a) Public Employee Performance Evaluation (Pursuant to Gov. Code, § 54957)**

*Customer Service Representative  
Maintenance*

**(b) Conference with Labor Negotiators (Pursuant to Gov. Code, § 54957.6)**


Agency Designated Representatives: *General Manager Elaine Cervantes*  
Unrepresented Employees: *Customer Service Representative and Maintenance*


**11. ADJOURNMENT**

The next regular meeting of the Board of Directors is Thursday, October 17, 2024.

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 09/13/24

  
Jennifer Duarte (Sep 13, 2024 22:57 PDT)  
Jennifer Duarte – Board President

  
Marisol Camacho (Sep 13, 2024 14:16 PDT)  
Marisol Camacho – Board Clerk