

MINUTES OF A REGULAR BOARD MEETING
OF THE
BOARD OF DIRECTORS
OF THE
POPLAR COMMUNITY SERVICE DISTRICT

A Regular Meeting of the Board of Directors of the POPLAR COMMUNITY SERVICE DISTRICT was held on APRIL 06, 2023, at 6:00 p.m.

Those Directors present were the following, to wit:

ARTURO RODRIGUEZ

ANNA DOMINGO

LITA DOMINGO

GLORIA DE LA TORRE

Those Directors absent were:

NONE

Also Present were:

JAMES BLAIR, Engineer

AZIEZ HASSAN, District Manager

JESSICA S. JOHNSON, Baker, Manock & Jensen

MARI PEREZ, CEVA

TOM DANG, DISTRICT COUNSEL

The meeting was called to order under the direction of the President, ART RODRIGUEZ. The flag salute was recited and the following business was conducted.

PUBLIC COMMENTS:

Nothing to report

CONSENT AGENDA:

Board approves December 01, 2022 and January 05, 2023 minutes. The Board was advised that there were no terminations for service. The Bills had been presented and was approve to be paid.

On a Motion by Director ANA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried, approved the payment of the bills.

HENRY Moreno to talk to the Board regarding payment plan for 19125 Ave 146:

HENRY MORENO advised the Board if they can approve him on a payment plan for 12 months period to pay off his account. ARTURO RODRIGUEZ Board present advised HENRY MORENO to keep in touch with AZIEZ HASSAN district manager to give him an amount he has to pay per month to catch up on his account.

On a Motion by Director ANA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried, approved HENRY MORENO on the 12 months payment plan on his account.

PARK & YOUTH ADVISOR COMITY:

MARI PEREZ wants to share with the Board and the public that there's going to be an Easter egg hunt on April 08, 2023 from 12:00 p.m. to 3:00 p.m. and there's going to be food such as hot dogs and snacks available for everybody that comes out to the event, there's also free baskets fill with goodies. MARI PEREZ address she had applied for some funding to support for the work for the nursery, to be able to hire a coordinator for the community to help for education.

PARK PROJECT UPDATE:

AZIEZ HASSAN address to the Board he sent out the survey and waiting on the architect to get back at him for more updates.

A.M.CRAWFORD CONTRACTED REVIEW:

AZIEZ HASSAN presented the contract from A.M. CRAEFORD for the Board president to sign and review.

On a Motion by Director ANA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried, approved A.M. CRAWFORD contracted signed by Board president ARTURO RODRIGUEZ.

TANK INSPECTION- BID INLAND POTABLE SERVICES, INC:

AZIEZ HASSAN presented a bid for \$4,284.00 to the Board to review and sign and INLAND POTABLE SERVICES, INC will get back to the District with a date they have available to come out to inspect the tank.

On a Motion by Director ANA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried, approved the bid with INLAND POTABLE SERVICES, INC to inspect the tank every 5 years.

ENGINEER MATTERS:

A. USDA Well Replacement Project:

1. It was reported that the West Well Contract, Bonds and Insurance certificates were received from Zim Industries, Inc. on March 20, 2023. These Documents were transmitted to District's legal counsel for review;
2. It was reported that access to well site via the LTRID East-West Canal was blocked on or around March 20, 2023, due to canal embankment erosion. LTRID was informed and has repaired the erosion;
3. It was reported that Engineer Blair met with representatives of USDA-RD on March 13, 2023 to discuss Project status regarding the well drilling phase, well site improvements and pipeline connection phase and land acquisition. In addition, USDA-RD indicated that they will contact the District regarding items needed to close the loan. Loan closing will occur after USDA concurs with the Contract documents which were reported to be under review by District legal counsel;
4. Work was reported to be ongoing to finalize the Well Improvement and Pipeline Project Plans and Specifications;
5. It was reported that easement acquisition procedures are ongoing; and
6. It was reported that USDA-RD available funding is on a first-come, first- served basis until August 4, 2023.

B. American Rescue Plan Act (ARPA):

It was reported that the County of Tulare had executed the ARPA Agreement with the District on February 7, 2023.

C. Nitrate Control Program:

Engineer Blair indicated that no new updates were available as to the Nitrate Control Program.

D. Water Meter Funding Request for Technical Assistance:

Engineer Blair discussed with the Board the preparation of a request for Technical Assistance related to water meter replacements. The Board directed the General Manager to submit the Technical Assistance Request to the Water Resource Control Board- Division of Financial Assistance and to Self Help Enterprises.

E. Generator Funding Application Status:

It was reported that the District is eligible for funding but funding, will be based on “in order of the impact of power shutoff” by the State Water Resource Control Board- Division of Financial Assistance. The process was reported to take several months to evaluate.

OPERATOR REPORTS:

A. Tank Inspection:

- The District Operator reported no current significant issues with the operation of the water and sewer utility systems;
- The Middle Well March 30, 2023, Standing Water Level (SWL) was reported at 138 feet below ground surface and the Pumping Water Level (PWL) was reported at 143 feet below ground surface. In comparison, the April, 2018, SWL was 148 feet and the PWL was 156 feet, both below ground surface;
- SAFER Drought Reporting for March, 2023, had been submitted by District staff electronically to the State; and
- The District Operator reported that a company had been identified to inspect the interior of the District’s water storage tank. The inspection is estimated to cost \$4,482. By motion of Director Anna Domingo, seconded by Director Lita Domingo and carried by a vote of 4 to 0, the President was authorized to execute the Water Storage Tank Inspection Agreement, subject to review by legal counsel.

BOARD MATTERS:

Nothing to report

SECRETARY REPORT:

MR. HASSAN advised Board present ARTURO RODRIGUEZ to review and sign minutes for January 2022- January 2023 Board meeting’s.

ADJORNMENT:

There being no further business to come before the meeting, on a motion by Director GLORIA DE LA TORRE, seconded by Director LITA DOMINGO and unanimously carried, the Board meeting was adjourned.

Dated this 6TH day of APRIL, 2023

ARTURO RODRIGUEZ, President