

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 FEBRUARY 02, 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

TOM DANG, District Counsel

MARI PEREZ, CEVA

ALEX CEBALLOS, Park Designer

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:

NONE

CONSENT AGENDA:

The District manager didn't have the minutes available for the Board to review, item was tabled. 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 GLORIA DE LA TORRE, seconded by Director ANNA DOMINGO and unanimously carried, approved the payment of the bills.

GERALDE LACAMBACAL 14735 RD 191 TO TALK TO THE BOARD REGARDING BILL:

Ms. LACAMBACAL advised the Board if she can get into a payment plan her bill balance amount is \$1,207.00 and ask if she can every two weeks and her water meter has been shut off for none payment.

The Board advised Ms. LACABACAL to not miss a payment and make sure that there's a payment made each month of the \$160.58 a month once a payment isn't made the district manager AZIEZ HASSAN will processed with abandonment paperwork. Ms. LACABACAL agrees with the Board.

On a Motion by Director GLORIA DE LA TORRE, seconded by Director ANNA DOMINGO and unanimously carried, approved Ms. LACABACAL payment plan of \$160.58 for 12 months.

PARK & YOUTH ADVISOR COMITY:

MARI PEREZ executive director for Central Alliance advised the Board that she has a few updates to share with the public that she would like to do a mural in the park and the cost will come out to hundred and forty thousand dollars the artist will be Carlos Perez very well known respected he is the person who designed the Apple logo, Carlos Perez is coming out to town to work with CEVA and wanted to let the Board know if they would approve having a mural in the Park that it will be a gift if the board accepts.

MARI PEREZ shared also that every Friday of the week they have a movie night for the little ones to come on out and enjoy a movie night with warm meals.

PARK PROJECT UPDATE:

ALEX CEBALLOS and AZIEZ HASSAN presented to the Board the contractions site plan of the park. ALEX CEBALLOS starts off with park parking lot that there trying to maximize the area due to not being a big area enough for parking so he started working with that. A water park was added, the basketball

courts will still remain where they are and also right by the water tank there's going to do some outdoor exercise area, there's also an area for picnic area for the community to use for a get together, along where the shade area is at that's where playground is going to be for kids and still working with whole thing about the play ground depending on the space, The restroom are going to be knocked down and will be rebuilt.

Along there's going to be a path so that people and kids can walk, soccer field and baseball field will be rebuilt and stay where is at.

ENGINEER MATTERS:

A. USDA Well Replacement Project:

1. The Bid results for the West Well were presented and discussed. Two (2) Bids were received: Zim Industries, Inc. in the amount of \$845,835 and Nor Cal Pump & Well Drilling, Inc. in the amount of \$1,097,167;
2. By motion of Director Gloria De La Torre, seconded by Director Lita Domingo and carried by a vote of 4 to 0, the President was authorized to sign the Notice of Award to Zim Industries, Inc. for \$945,885, subject to USDA concurrence;
3. By motion of Director Anna Domingo, seconded by Director Gloria De La Torre and carried by a vote of 4 to 0, the President was authorized to sign a letter to USDA approving the proposed Project inspectors;
4. The Board was informed that additional funds will be needed to accommodate the increased construction costs. USDA indicated that grant funds are available on a first come first served basis until August of 2023;
5. Trees at the well site were pushed down on January 4, 2023; and
6. Easement acquisition procedures are ongoing.

B. American Rescue Plan Act (ARPA):

The County of Tulare is scheduled to consider executing the ARPA Agreement with the District on February 7, 2023.

C. Nitrate Control Program:

Engineer Blair indicated no new updates were available.

OPERATOR REPORTS:

- The District Operator reported no issues with the operation of the Water and Sewer systems;

- The Middle Well February, 2023, Standing Water Level (SWL) was reported at 148 feet below ground surface and the Pumping Water Level (PWL) was reported at 153 feet below ground surface. In comparison, the February, 2019, SWL was 143 feet and the January, 2017 SWL was 170 feet, both below ground surface;
- SAFER Drought reporting for January, 2023, was submitted by District staff electronically to the State; and
- The District Operator is searching for a company to inspect the interior of the District's water storage tank. The District is required to inspect the tank every 5 years. The last company to inspect the tank circa 2018 has not returned the operator's phone calls. The Operator is contacting other companies.

BOARD MATTERS:

None

SECRETARY REPORT:

A. 700 forms due Date March 02,2023:

Mr. HASSAN advised the Board to make sure they turn in their 700 form due date to turn them in will be March 02, 2023.

B. Ethic Training for employees & Board members Due March 02, 2023.

Mr. HASSAN advised the Board to make sure they turn in their Ethic training that is due on March 02, 2023 and needs to be turn in to MARISOL ALVARADO districts secretary. Mr. Hassan advised the Board he left a copy of the form with website information.

C. Polar CSD credit card charge update:

AZIEZ HASSAN reported to the Board that ROBERT GIEVET the old District manager had his Amazon account linked to the district credit card; amazon has been charging the district's credit card \$19.99 a month since November 2022 for amazon music and the bill is at \$91.27 and the bank had closed the account for none payment. Mr. HASSAN advised the Board what they wanted to do.

The Board advised MR.HASSAN to pay off the credit card and ask for a replacement credit card.

On a Motion by Director GLORIA DE LA TORRE, seconded by Director ANNA DOMINGO and unanimously carried, approved the payment of the bills.

D. Draft contract for one year payment plan:

AZIEZ HASSAN address to the Board if he or the attorney can make a written paper for customers to do a one year payment plan with customer's who are behind on their account. The Board did not approve and advised if customer's wanted to get into a payment plan they will need to be added on the agenda to speak with the Board.

On a Motion by Director GLORIA DE LA TORRE, seconded by Director ANNA DOMINGO and unanimously carried, approved the payment of the bills.

Closed Session:

CLOSED SESSION GOVERNMENT CODE SECTION 54957 (b)

AANTICIPATED LITIGATION:

Closed session

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 2ND day of FEBRUARY, 2023

ARTURO RODRIGUEZ, President