

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 JANUARY 05, 2023, at 6:00 p.m.

Those Directors present were the following, to wit:

ARTURO RODRIGUEZ

ALEX LUCIO

LITA DOMINGO

GLORIA DE LA TORRE

Those Directors absent were:

NONE

Also Present were:

JAMES BLAIR, Engineer

AZIEZ HASSAN, District Manager

ALEX CEBALLOS, Park Designer

JESSICA S. JOHNSON, Baker, Manock & Jensen

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:

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

PUBLIC HEARING:

1. Public hearing on consideration of a resolution of Necessity to acquire easement over portions of Tulare County APN 237-140-025 for the West Well Replacement Project (Harbinder S Brar Family Limited Partnership VIII)

On a Motion by Director ALEX LUCIO, seconded by Director GLORIA DE LA TORRE and unanimously carried, to start close session at 6:11p.m.

Action Item:

1. Review and consider taking action to adopt a Resolution of Necessity to acquire easement over portions of Tulare County APN 237-140-025 for the West Well Replacement Project (Harbinder S Brar Family Limited Partnership VIII)

On a Motion by Director ALEX LUCIO, seconded by Director GLORIA DE LA TORRE and unanimously carried, to close session at 6:16p.m.

ELECTION OF OFFICERS:

On a Motion by Director ALEX LUCIO, seconded by Director LITA DOMINGO and unanimously carried, ART RODRIGUEZ was elected Board President. On a Motion by Director ART RODRIGUEZ, seconded by Director ANNA DOMINGO and unanimously carried Director GLORIA DE LA TORRE was elected Vice President of the Board.

PARK & YOUTH ADVISOR COMITY:

NONE

PARK PROJECT UPDATE:

AZIEZ HASSAN present to the Board a copy of the contractions site plan of the park and address to the Board the copy will stay in the office for the community to come by and see the plan whenever they like.

ENGINEER MATTERS:

A. USDA Well Replacement Project:

a. Well Drilling Status

1. It was reported to the Board that on December 16, 2022, USDA indicated that the Bid Documents for the West Well Project are acceptable for Bidding purposes;
2. A Pre-Bid Meeting will be conducted at District Office and work site on Tuesday, January 17, 2023, at 2pm;
3. The Bid opening will occur at the Engineer's Office on Tuesday, January 24, 2023, at 10 am;
4. Tree Removal at Well Site. See motion and action in #5; and
5. Greenleaf Farms Lease agreement amendment. By motion of Director Gloria De La Torre, seconded by Director Anna Domingo and carried by a vote of 4 to 0, it was determined amend the lease agreement with Greenleaf Farms to add the removal of the well site trees at an estimated cost of \$14,120, to reduce the rent by the amount of acreage set aside for the well site, approximately 0.49 acres and direct County Counsel to prepare a lease agreement amendment;

b. Annual Financial Audits and USDA Letter of Conditions.

According to the USDA Letter of Conditions for current USDA funding, the District will need to bring their audited financial statements up to date within one year after loan closing.

B. American Rescue Plan Act (ARPA):

Staff will contact the County regarding the status of the ARPA funding agreement.

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 January, 2023, Standing Water Level (SWL) was 148 feet below ground surface and the Pumping Water Level (PWL) was 153 feet below ground surface. In comparison, the January, 2019, SWL was 143 feet and the January, 2017 SWL was 170 feet, both below ground surface.

BOARD MATTERS:

None

SECRETARY REPORT:

AZIEZ HASSAN address to the Board there wasn't any shut offs.

AZIEZ HASSAN address to the Board that he contacted a few audit companies and their answer was that they couldn't audit Poplar Community Services Distract. The Board advised Mr. HASSAN to get more bids.

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 5TH day of JANUARY, 2023

ARTURO RODRIGUEZ, President