

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 MAY 04, 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:

Nothing to report

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.

FATIMA TOVAS TO SPEAK WITH THE BOARD REGARDING COMMUNITY SAFETY:

FATIMA MENDEZ TOVAS a resident from poplar that lives' off on Avenue 145, main concerned and more of the safety issue that lead's up straight to Pleasant View Elementary School it's a pretty busy road buses, kids walking down the street and a lot of traffic driving by, Ms. MENDEZ TOVAS main concern is there's a lot of cars that are speeding when children are walking to and from school, she doesn't feel safe sending her kids to school walking to school every morning due to poplar not having sidewalk's and the kids literally has to walk through the road to get to school and especially on rainy days when there's rain puddles. MS.MENDEZ TOVAS wants to know if there's anything that can be done to help out, she knows that in the past year's there's been talked about how sidewalk would be built in an in the future, and wanted to know the update on that. MS. MENDEZ TOVA will also like to see the park come back like in the old days where kids can sign up for sports and as a resident of poplar she is willing to help out to improve Poplar Park.

The Board response to FATIMA MENDEZ TOVAS safety concern was that the District only responsibilities is only water and sewer, all other matters as sidewalks are through the county.

PARK & YOUTH ADVISOR COMITY:

ARTURO RORIGUEZ Board president address that there's going to be an event called self of termination that is being held on June 10, 2023 that Board member ANA DOMINGO will be present on the event.

PARK PROJECT UPDATE:

AZIEZ HASSAN updates on the park, is that the survey is all done and turn in the District is on their final work with the architect work for the park. Second is that A.M.CRAWFORD needs Board president ARTURO RODRIGUEZ TO sign the state of California- natural resources agency department of parks and recreation and also status report for the District to get reimburse for the park.

A.M.CRAWFORD CONTRACTED REVIEW:

Item Tabled

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

ENGINEER MATTERS:

A. USDA Well Replacement Project:

1. It was reported that the West Well Contract, bonds and insurance certificates were reviewed by the district's legal counsel and submitted to USDA for review. USDA indicated that, since the bonds were dated March 7, 2023, the effective date of the Contract cannot be after the date of the bonds. USDA agreed that the use of a Contract Change Order (CCO) to adjust the Contract's Substantial Completion date and Ready for Final Payment was proper. By motion of Director De La Torre, seconded by Director Domingo and carried by a vote of 4 to 0, the President was authorized to execute both the Construction Contract, effective March 7, 2023, and CCO No. 1 adjusting the Contract's Substantial Completion date and Ready For Final Payment date upon mutual agreement amongst the District, Contractor and USDA;
2. On motion of Director De La Torre, seconded by Director Domingo and carried by a vote of 4 to 0, Authorized the District Engineer to execute, on behalf of the District, the well drilling permit and any other similar documents. By motion of Director Domingo, seconded by Director De La Torre and carried by a vote of 4 to 0, the President was authorized to execute the professional services agreement, with QK, Inc. for survey construction staking not to exceed \$9,400, subject to legal counsel review. It was reported that trees that were pushed down on the well site at the first of the year were shredded on or around May 3, 2023;
3. It was reported that loan closing will occur after USDA concurs with Project Contract documents. By motion of Director De La Torre, seconded by Director Domingo, and carried by a vote of 4 to 0, the President was authorized to execute the "Authorization Agreement for Pre-Authorized payments" and to authorize staff to provide any necessary documentation needed for loan closing;
4. Work was reported to be ongoing to finalize the Well Improvement and Pipeline Project Plans and Specifications. It was reported that Emergency Generator costs have increased due to more restrictive air quality requirements and inflation. The 2018 budget amount to furnish and install the West Well generator was \$61,000. Based on recent cost estimates from the generator supplier and installation costs,

it is now estimated that the cost to furnish and install an emergency generator for the West Well is about \$240,000;

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 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. President Rodriguez asked if the District is subject to any fines by the State and if the District is obligated to pay any assessments established by the Tule Basin Management Zone (TBMZ).

D. Water Meter Funding Request for Technical Assistance:

It was reported that the General Manager submitted the Technical Assistance Request to the State Water Resources Control Board- Division of Financial Assistance and to Self-Help Enterprises on May 2, 2023.

E. Generator Funding Application Status:

It was reported that power outage information from SCE and impacts to the District water system due to power outages were submitted to the State on April 25, 2023.

OPERATOR REPORT:

a. Tank Inspection:

MR.HASSAN reported to the Board that David is waiting for the company that is doing the tank inspection to give him a call or email to update when they are coming out to inspect the tank.

b. Other:

The District Operator reported no current significant issues with the operation of the water and sewer utility systems;

The Middle Well May 2, 2023, Standing Water Level (SWL) was reported at 135 feet below ground surface and the Pumping Water Level (PWL) was reported at 140 feet below ground surface. In comparison, the May, 2017, SWL was 169 feet and the PWL was 196 feet, both below ground surface;

SAFER Drought Reporting for April, 2023, was reported to have been submitted by District staff electronically to the State; and

Staff contacted a contractor and requested the Water Storage Tank Inspection Agreement.

BOARD MATTERS:

Nothing to report

SECRETARY REPORT:

AZIEZ HASSAN reminds Board president ARTURO RODRIGUEZ to sign minutes from January 2022-January 2023.

Closed Session:

CLOSED SESSION GOVERNMENT CODE SECTION 54957 (b)

AANTICIPATED LITIGATION:

CLOSED SESSION started at 6:25 p.m.

On a motion by Director ANA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried.

ADJORNMENT:

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

Dated this 4TH day of MAY, 2023

ARTURO RODRIGUEZ, President