

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 MARCH 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

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

CONTRACT BETWEEN POPLAR CSD AND CEVA:

MARI PEREZ from CEVA advised the Board that once CEVA has funding she was interested in using the empty lot next to the District's shop for use for a nursery and teach the youth how to farm and donate it to the community.

MARI PEREZ advised to the Board she is also interested in the middle well empty lot for use for tomatoes planting and for potting and also for use of painting for temporary use.

JAMES BLAIR advised the Board and MARI PEREZ he needed a little more information of the structure that CEVA was interested in the empty lot of the middle well.

Thomas degan address to the Board and MARI PEREZ that was present on the meeting to summit a sample map of the empty lot of the middle well to Board to continue with the approval.

MARI PEREZ submitted her sample map for the middle well to the Board.

On a Motion by Director GLORIA DE LA TORRE, seconded by Director ANNA DOMINGO and unanimously carried, approved for CEVA for temporary use of the empty lot next to the District's shop only.

PARK & YOUTH ADVISOR COMITY:

Nothing to report.

PARK PROJECT UPDATE:

AZIEZ HASSASAN address to the Board he's been in touch with ALEX CEBALLOS, the Park Designer and emailed him a copy of the size of the restroom for the park. Mr. HASSAN emailed ALEX CEBALLOS back to let him know that the copy of the restroom he emailed him was too big that he would need to size it down and make it smaller. Mr. HASSAN address ALEX CEBALLOS is working on it and they just need one more Bid on the property survey to finish. Mr. HASSAN also address to the Board he submitted the first reimbursement to state and the state come back emailing MR.HASSAN they needed the minutes from when the District made the approval.

ENGINEER MATTERS:

A. USDA Well Replacement Project:

1. On February 14, 2023, the USDA-RD provided concurrence to the District to award a construction contract for the well related to the Replacement Well Project to Zim Industries, Inc. in the amount of \$845,835;
2. By motion of Director Gloria De La Torre, seconded by Director Anna Domingo and carried by a vote of 4 to 0, the President was authorized to sign the Notice to Proceed to Zim Industries, Inc., subject to USDA-RD concurrence;
3. By motion of Director Anna Domingo, seconded by Director Gloria De LaTorre and carried by a vote of 4 to 0, the President was authorized to execute the proposal, preconstruction biological survey proposal by Halstead and Associates was accepted;
4. Instruction was given to make a request to USDA-RD to summarize any remaining action of the District relative to loan closing;
5. Work was reported to be ongoing to finalize the Well Improvement and Pipeline Plans and Specifications;
6. It was reported that easement acquisition procedures are ongoing; and
7. 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 no new updates were available as to the Nitrate Control Program.

D. Water Meter Funding Request for Technical Assistance:

The Board directed Dennis R. Keller Consulting Civil Engineer, Inc. to proceed with the preparation of a request for Technical Assistance related to water meter replacements.

E. By motion of Director Anna Domingo, seconded by Director Gloria De LaTorre and carried by a vote of 4 to 0, the Board authorized establishing total water and sanitary sewer capacity rights fees of \$4,219.71 for the residence at 14597 Road 192.

OPERATOR REPORTS:

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

- The Middle Well March 1, 2023, Standing Water Level (SWL) was reported at 144 feet below ground surface and the Pumping Water Level (PWL) was reported at 149 feet below ground surface. In comparison, the February, 2019, SWL was 140 feet and the PWL was 148 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. At the April 20, 2023, meeting, staff is to present to the Board, for their consideration, said company's cost proposal.

BOARD MATTERS:

Nothing to report

SECRETARY REPORT:

MR. HASSAN advised the Board they need to submit their Ethic training and he will email every Board the link where to complete.

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 MARCH, 2023

ARTURO RODRIGUEZ, President