

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 September 07, 2023, at 6:00 p.m.

Those Directors present were the following, to wit:

ARTURO RODRIGUEZ

LITA DOMINGO

GLORIA DE LA TORRE

ANNA DOMINGO

Those Directors absent were:

N/A

Also Present were:

JAMES BLAIR, Engineer

AZIEZ HASSAN, District Manager

TOM DANG, DISTRICT COUNSEL

PATTY TORRES, Pleasant view School

MR. MARK, Principal Pleasant View School

MARI PEREZ, CVEA

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 June 01, 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 LITA DOMINGO and unanimously carried, approved the payment of the bills.

PLEASANT VIEW TO TALK TO THE BOARD REGARDING NEW BUILDING PARCEL & PLUMBING:

MR. MARK & PATTY TORRES and NICHOLE came to talk to the Board regarding new building and parcel they are working on at PLEASANT VIEW. MR. MARK reported that the modernization project requires pleasant view to remove square footage from the old campus its part of the construction program to get rid of buildings and the process to getting rid of the buildings they have to sale or donate. PATTY & NICHOLE started talking to sequoia family medical center about the possibility of pleasant view donating a few older buildings to them and moving them down to the new site in the community for sequoia family medical center and for the school district to than lease them the property and turn them in to sequoia family medical center to remodel the buildings completely and turn them into a health clinic for the community. PATTY TORRES requested they needed the support from the Board to proceed with the project and needed a well serve letter.

Board presented requested the District engineer to take over to see if there's anything else that the school will need to proceed with project.

JAMES BLAIR district engineer requested MR. MARK to pick up a water and sewer application stating whose applying and with application submit a copy of the plan of the project.

SANDRA ISQUIERDO TO TALK TO THE BOARD REGARDING PROPERTY 14534 "B" KILROY:

No show

THE BOARD WILL REVIEW THE PROSPED BUDGET FOR THE 2023-2024 YEAR:

Mr. HASSAN went over the budget with Board. Board present requested he wanted 10% on reserved on every budget. MR. Hassan request Board president to come in to the office tomorrow to go over some solar panels he came across to help the district save up on energy.

TOM DANG district council reported that the county has free training on budgets for whoever what's to go.

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

#### PARK & YOUTH ADVISOR COMITY:

MARI PEREZ from CEVA she reported that they finally got the supplies to start building the nursery by next week. The summer program they had came to an end they had 125 youth that started their program and at the end of the program they took the youth shopping for 5 outfits and including shoes and backpack's and along with a computer. CVEA offer after school programming for the youth.

#### PARK PROJECT UPDATE:

Nothing to report

#### ENGINEER MATTERS:

##### A. USDA Well Replacement Project:

1. It was reported that the Biologist's tailgate meeting with the Contractor occurred on August 7, 2023. The Tulare County drilling permit had been received. The well submittals were received and were being reviewed. The stabilization casing was installed on or around August 23. Zim Industries Inc., indicated drilling will start Friday, September 8, 2023 and the installation of the conductor casing is scheduled to begin September 18, 2023;
2. Work was reported to be ongoing to finalize the Well Improvement and Pipeline Project Plans and Specifications. Approval of the Plans and Specifications by USDA is pending;
3. By motion of Director De La Torre, seconded by Director Domingo and carried by a vote of 4 to 0, the Board authorized the President to sign the USDA Right of Way Certificate for the Well Replacement Project; and
4. It was reported that the District submitted a letter to USDA explaining the causes of the Project's numerous delays, as well as an updated Project schedule to complete the Second Phase.

##### B. American Rescue Plan Act (ARPA):

It was again reported that the County of Tulare had executed the ARPA Agreement with the District on February 7, 2023, and those funds were now available to reimburse construction costs.

##### C. Nitrate Control Program:

It was reported that Dennis R. Keller Consulting Civil Engineer, Inc. had furnished the requested data to the Tule Basin NMZ.

#### OPERATOR REPORTS:

- The District Operator reported that the chemical pump at Well No. 4 (Middle) was replaced and the lift station from the treatment ponds to the storage ponds is operable. By motion of Director Ana Domingo, seconded by Director Gloria De La Torre and carried 4 to 0, the Board ratified the \$1,500 purchase of the chemical pump for Well No. 4 (Middle);

- Staff indicated that the Water Storage Tank Inspection is scheduled to occur in the October/November window;
- Staff indicated that they are in contact with the County regarding their Road 192 Road Project and a start date. Board asked Counsel Tom Degn to look into the County's AC rehabilitation project. Staff indicated that their requests for information have been unanswered by the County;
- It was reported that the USDA inspection of the sanitary sewer system occurred in August;
- District staff was working with the State to re-enroll under the Sanitary Sewer System General Order; and
- It was reported that one-half of the fence enclosing the storm drain pond was stolen. This is the fourth time the fence fabric has been stolen. Staff is working with the Sheriff's office and the District's insurance company. By motion of Director Gloria De La Torre, seconded by Director Anna Domingo and carried, the District staff was authorized to work with the insurance company to select and hire a fence contractor.

BOARD MATTERS:

Nothing to report

SECRETARY REPORT:

MR.HASSAN reported to the Board he updated the unswim system payments receipt printer, the district will no longer will have to buy ink to print out receipts for customers.

CLOSE SESSION:

On a Motion by Director LITA DOMINGO, seconded by Director GLORIA DE LA TORRE and unanimously carried, approved to go too close session at 7:56 p.m.

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 7TH day of SEPTEMBER, 2023

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ARTURO RODRIGUEZ, President