

MINUTES OF 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 01, 2024, at 6:00 p.m.

Those Directors present were the following, to wit:

ARTURO RODRIGUEZ

GLORIA DE LA TORRE

ANA DOMINGO

LITA DOMINGO

Those Directors absent were:

N/A

Also Present were:

AZIEZ HASSAN, District Manager

JAMES BLAIR, ENGINEER

JUAN KANAGUI, A.M. CRAWFORD

TULARE COUNTY COUNCIL

MARI PEREZ RUIZ, CVEA

The meeting was called to order under the direction of the President, ARTURO RODRIGUEZ. The flag salute was recited and the following business was conducted.

PUBLIC COMMENT:

ANGEL DE LA TORRE came in to report he wanted to come and speak out for his group he has a team of soccer players and he wanted to know if we can use the field at the Park or maybe they'll let them use the school field. But He has a lot of other folks who wanted to come out but where embarrassed to show up on tonight's board meeting.

RODOFO MACIAS reported he is a residence of Poplar sense 40 years now and been working in fields and support's and ask if he can see if he can get some housing going on here in the area of Poplar.

MARA MACIAS reported she is a residence of Poplar sense 40 years and is also interested in the housing program to proceed.

CONSENT AGENDA:

The Board approved November 02, 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 ANNA DOMINGO, seconded by Director GLORIA DE LA TORRE and unanimously carried, approved the payment of the bills. 4-0 VOTE

PARK PROJECT UPDATE:

AZIEZ HASSAN updated the Board that the district had gotten the first reimbursement on the amount of \$304,000.00. MR.HASSAN reported that the \$304,000.00 that was going to be paying for playground set, exercise station and the new Arbor and everything was going to be delivered to the State Certified contractor for install.

AZIEZ HASSAN updated tomorrow February 02, 2024 he's having a meeting with the state regarding the Park and other than that everything is up to date.

JUAN KANAGUI works for A.M. CRAWFORD works on grants and at the moment there on a contract with Poplar to do grant management for state grants sense 2021. JUAN KANAGUI submitted an advance request for \$34,000 to buy the playground equipment and it comes with installation. On the \$1,208,000.00 grant JUAN KANAGUI reported he can give the Board a copy of the report that includes the advance requested. JUAN KANAGUI reported there is also another grant for the park

project and that's \$177,000 and no funds have been withdrawal from that grant and both grants work exactly the same. The total balance as right now with both grants combined is \$960,585.00.

REVIEWING ACCEPTANCE OF Bid's for Park Construction:

MR.HASSAN reported he has two Bid's available to the Board to present first one is from TMJ and the other one was with Pacific Contraction Inc 1, they both have worked with the city of Porterville, City of Lindsay and City of Exeter. MR. Hassan handed the Board a copy of each Bid's to review to decide which contractor to go with.

On a Motion by Director GLORIA DE LA TORRE, seconded by Director ANNA DOMINGO and unanimously carried, approved to work with contactor Pacific Contraction Inc 1.

RESOLUTION REGARDING SURPLUS PROPERTY ON CORNER OFF RD 190:

Board president address the Board he had talked about a couple properties that were Surplus from the district and in following state law to offer any possible Surplus land to affordable housing there was three Parcels that were brought, Council has prepared a resolution for one of the parcel and it is the corner property over the north well site and the West well site documents aren't currently ready I'm assuming we'll have them at the next Board meeting. If the board is okay to approve, this is the process in order to explore selling some of the property and the process would be that we make it first available to affordable housing prior to commercial set there is commercial interest in this and that's the original affordable housing provider that's willing to pay with that piece of land that's at the corner of Highway 190 and RD 192. If it's something that the Board wants to proceed or not, resolution with staff member's adding the parcel numbers and to approve resolution presented as completed.

On a Motion by Director GLORIA DE LA TORRE, seconded by Director ANNA DOMINGO and unanimously carried, approved resolution regarding surplus property off RD 190.

Vote 4 YES – 0 NO

A.M. CRAWFORD CONTRACT EXSTINGEN:

JUAN KANAGUI address to the Board on this year like he had mentioned the grant automatically news it's the same 15% so it's 15,461.00 for the year and that cover is just 12 hours of Grant Management per month, so which is any calls with AZIEZ HASSAN and working with the program officer of the state and coming out visiting once in a while and taking track of employee hours worked on the project, that get's reimbursement back. The money paid to A.M. CRAWFORD for services gets reimbursement back from the grant.

JUAN KANAGUI address to the Board there is another flexible section contract which is if Poplar wants more fundraising and do it's 155 an hour to do more funding's & grants.

ARTURO RODRIGUEZ address to the Board the contract was approved last year and need the Board to just go over the contract.

JUAN KANAGUI address to the Board the District can make the payment into two different payments or pay it in full.

PARK & YOUTH ADVISOR COMITY:

MARI PEREZ RUIZ address to the Board attention is that during the summer around the programming increase 40%and are super excited this is happening during the summer during the school year. MARI PEREZ RUIZ actually have seen an increase of community that are attending their engagement programming because they're able to get some tutorial needed and eat and work with families.

ENGINEERING MATTERS:

A. USDA Well Replacement Project (Project):

1. West Well Construction. It was reported that executed Contract Change Order (CCO) No. 1 provided for the Contract Completion date to be October 12, 2023. On October 12, 2023, Zim Industries requested additional days due to delays in receiving the Tulare County drilling Permit and the arrival of construction materials. It was agreed between the Engineer and Contractor to extend the Time of Completion to November 30, 2023. The Construction Contract was not completed by November 30, 2023. The Contractor failed to move the development pump on-site in a timely manner to begin development and no progress in completing the Contract requirements were observed. On December 27, 2023, an email from the Engineer to Zim Industries, Inc. indicated that the District would release the Contractor's Payment in the amount of \$773,816.80 upon receipt of items requested in the email including that the Contractor is to Provide to the Engineer a work completion time schedule, written justification of Project delays and complete information from well development and test pumping. On or around January 19, 2023, a representative from Zim Industries called the Engineer's office requesting a status of Payment. The caller was referred to the December 27, 2023, Engineer's email. On January 25, 2024, Zim Industries provided an email that included work completed to date, a summary of a video of the well's perforations and a schedule to complete the work. Zim Industries' email did not address Dennis R. Keller's December 27, 2023, email requesting a written justification of delays. On January 29, 2024, it was observed that Zim Industries was installing another development pump. By motion of Director Gloria De La Torre, seconded by Director Lita Domingo and carried 4-0, the President was authorized to execute CCO No. 2 which adjusts the Time of Completion to November 30, 2023.

2. Reimbursement Status:

It was reported that USDA funded Outlay No. 2 in the amount of \$274,816.80 on January 16, 2024. The County funded the APRA \$499,000 commitment on January 7, 2024;

3. Well Improvement and Pipeline Status.

It was reported that USDA has requested a TEAMS call meeting to discuss both Phase I and Phase II status. The meeting will be conducted on Friday, February 2 at 10 am.

4. Easement Status.

There was no new information to report to the Board as to easement acquisition; and

5. Additional Funding Status.

There was no new information to report to the Board as to additional funding sources.

B. Pleasant View West School:

It was reported the School's engineer was provided information regarding the proposed consolidation such as existing system information and capacity rights fees and computations method based on fixture units. It was also reported that the Consolidation Project should include replacing the District's residential water meters, installed over 40 years ago, as an incentive for the District to support the consolidation effort.

OPERATOR REPORT;

The waste water plant has experienced temporary interruption for the month of January. Disruption of operations was due to a high water flow alarm that was caused by a blown fuse which was replaced. Further maintenance was performed on one of the treatment plants effluent pump float sensors, which resulted in the replacement of the floats (these floats control the pump that transfers flow from primary ponds to the secondary for further treatment). Maintenance was conducted without any further interruptions. The water distribution system has been operational without any issues. A leak at 19227 Ave 144 was reported on 1/25/24 the line was repaired with minimal interruption of service. Results for January wastewater and water sampling are still pending. Well depths as of 1/30/24 are as follows, North Well 102 ft and Middle Well 106ft.

AZIEZ HASSAN REPORTS to the Board Tule River is requesting to install the laser well depth indicator

BOARD MATTERS;

Nothing to report

SECRETARY REPORT;

AZIEZ HASSAN, reported to the Board they needed to do the Ethic training and fill out there 700 Form.

CLOSE SESSION;

On a Motion by Director ANNA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried, approved to start Close session at 7:24 p.m.

A.)RENEWING LEASE FOR FERN OAKS AGRICULTURE LAND:

B.) ANTICIPATED LITIGATION

CLOSE SESSION GOVERNMENT CODE SECTION 54957 (B) EMPLOYEE MATTERS

ADJOURMENT

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

Dated this 1ST day of February, 2024.

ARTURO RODRIGUEZ, President