

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 November 02, 2023, at 6:00 p.m.

Those Directors present were the following, to wit:

GLORIA DE LA TORRE

ARTURO RODRIGUEZ

LITA DOMINGO

ANA DOMINGO

Those Directors absent were:

N/A

Also Present were:

AZIEZ HASSAN, District Manager

THOMAS DEGAN, DISTRICT CONSUEL

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:

Nothing to report

CONSENT AGENDA:

The Board approves June 01, 2023, July 06, 2023 and July 17, 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.

PARK & YOUTH ADVISOR COMITY:

Mari Perez Ruiz report to the Board that the Park mural should be completed by September 2024. Mari Perez Ruiz also reported she have submitted two separate grants to be able to purchase plants and trees that are going to be gifted to the community of poplar and also the surroundings and CVEA has a program in Poplar where Community was recognized from.

PARK PROJECT UPDATE;

AZIEZ HASSAN reported to the Board he submitted the park permits and it take 4 to 6 weeks to be process. The arbor and the restroom building where tested and results came back negative. AZIEZ Hassan reported he is submit permits with air quality control in Bakersfield and waiting on air quality control to give permit for demo to start the process.

ENGINEERING MATTERS;

A. USDA Well Replacement Project:

1. West Well Construction. It was reported that the well casing seal was completed on October 24, 2023. Well swabbing was completed October 31, 2023. Well capacity testing and water quality testing are scheduled to be completed before Thanksgiving and the water quality results available in early December, 2023. A draft contract Change Order #2 for time requested by the Contractor was drafted. The Contractor did not submit a Progress Payment Request for the Month of October;

2. Loan Closing and Reimbursement. It was reported that USDA is continuing their review of Reimbursement Request No 1, in the amount of \$376,668.51, submitted to USDA on October 10, 2023. It was reported that USDA indicated that the District's loan closed on July 14, 2023;
  
3. Well Improvement and Pipeline Status. Work was reported to be ongoing to finalize the Well Improvement and Pipeline Project Plans and Specifications for Bidding. The Plans and Specifications were approved by USDA On September 13, 2023;
  
4. Easement Status. It was reported that the parties had agreed to mediation. The date for mediation has been set for June 3, 2024, to determine compensation for the Well Replacement Project easements; and
  
5. Additional Funding Status, There was no new information to report to the Board as to additional funding sources.

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.

Pleasant View School and Proposed Meeting to Discuss School Connection: It was reported that Provost & Pritchard (P&P) has requested a meeting with the District, Self-Help Enterprises, SWRCB-DDW, the School District and Dennis R. Keller Consulting Civil Engineer, Inc. P&P is still working on a meeting date. Mr. Hassan authorized Dennis R. Keller Consulting Civil Engineer, Inc. to attend meeting. The meeting's purpose is to discuss connecting the School campus to the District's water system.

OPERATOR REPORT;

- North Well meter is being repaired;
- It was reported that the standing water level in the Middle Well was 108 feet BGS in October, 2023; and
- It was reported the District received a Notice of Violation (NOV) from the Regional Water Quality Control Board (RWQCB) for failure to submit a Nitrate Management Plan for District owned property (39 acres) located South of the District's Wastewater Facility. The Lessee was informed of the NOV and will prepare the necessary information required by the RWQCB.

BOARD MATTERS;

Nothing to report

SECRETARY REPORT;

AZIEZ HASSAN, District manager had nothing to report.

CLOSE SESSION;

On a Motion by Director ANNA DOMINGO, seconded by Director GLORIA DE LA TORRE and unanimously carried, approved to start close session at 6:32 p.m.

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 2ND day of November, 2023.

---

ARTURO RODRIGUEZ, President