

MINUTES OF SPECIAL BOARD MEETING  
OF THE  
BOARD OF DIRECTORS  
OF THE  
POPLAR COMMUNITY SERVICE DISTRICT

A Special Meeting of the Board of Directors of the POPLAR COMMUNITY SERVICE DISTRICT was held on SEPTEMBER 12, 2024, at 6:00 p.m.

Those Directors present were the following, to wit:

LITA DOMINGO

ANA DOMINGO

GLORIA DE LA TORRE

Those Directors absent were:

ARTURO RODRIGUEZ

Also Present were:

AZIEZ HASSAN, District Manager

MARISOL ALVARADO, DISTRICT SECRETARY

THOMAS DEGAN, DISTRICT CONSUEL

JAMES BLAIR, ENGINEER

BILL WALKER, District Auditor

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:

Nothing to report

CONSENT AGENDA:

District Vice president approve minutes December 14, 2024, January 04, 2024, February 01, 2024, March 07, 2024, tabled minutes for March 21, 2024, tabled minutes for April 04, 2024, approve other's which are April 09, 2024, May 02,2024, May 09,2024, June 06,2024, June 28,2024 and July 03,2024 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 LITA DOMINGO, seconded by Director ANNA DOMINGO and unanimously carried, approved the payment of the bills.

OPEN SEESION:

A. Maria Leon 19210 Wilson A:

Item table, no show

B. MANUEL REYNOSO 14685 IMPERIAL RD:

Aziez Hassan reported he would reach out to MR.REYNOSO regarding the connections.

C. AD HOC FEASIBILITY COMMITTEE:

Tom Degan reports to the Board he was suppose to get together with the county developer to do the walk through of the parcels.

D. BOARD TO REVIEW AND APPROVE THE ENGAGEMENT LETTER YEAR ENDING JUNE 30,2020:

Bill walker presented an engagement letter to the Board to review year ending June 30, 2020 and went over it with them.

On a Motion by Director ANNA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried, approved Engagement letter year ending June 30, 2020.

E. BILL WALKER TO PRESENT TO THE BOARD THE DISTRICT FINANICAIL STATEMENT FROM JUNE 30,2019:

Bill walker presented to the Board the financial statement from June 30, 2019 and reported that everything came out looking good and clean in his end.

On a Motion by Director ANNA DOMINGO, seconded by Director LITA DOMINGO and unanimously carried, approved District Financial statement from June 30, 2019.

F. PARK PROJECT UPDATE:

AZIEZ HASSAN reported that starting the following week Game-time was going to come out to start installing the playground.

ENGINEERING MATTERS:

A. USDA Well Replacement Project (Project):

1. West Well Construction.

Zim Industries Inc., provided steel certification (AIS) information on August 30, 2024. The AIS information lacks the USDA required manufacturer certifications for melting and rolling. A letter is being prepared that details the deficiencies and what needs to be done to correct said deficiencies. Payment will not be made until the AIS certification is complete and accepted by USDA.

2. Reimbursement Status.

It was reported that upon the Engineer's receipt of Reimbursement Request No. 3 with the President's signature, in the amount of \$32,369.01, will be submitted to USDA for processing

3. Well Improvement and Pipeline Status.

It was reported that Plans and Specifications can be finalized now that the well capacity has been determined;

4. Easement Status:

It was reported that draft language for the District's easements is completed, but Baker, Manock & Jensen is waiting for the landowner and SCE to finalize the language for the SCE easement; and

5. Additional Funding Status:

It was reported that Bid results for the West Well Improvement Phase, must be in hand before determining the need for and amount of any additional funding requirements. The Board was advised that the funding agency will need current audited financial statements to consider additional funding.

B. Pleasant View West School Consolidation and draft Engineering Reports:

It was reported that no activity relative to the Pleasant View West School the occurred since the last District Board meeting.

OPERATOR REPORT:

The operator report for the month of August 2024 is as follows. The Poplar wastewater treatment facility and water treatment facility were both fully operational without interruption. No calls for service were placed for residential water users. An effort to locate and determine water meter functionality and residential water service line material makeup (either poly, lead, copper, pvc, or galvanized.) is currently underway. The purpose of this effort is to satisfy a request from the state for lead and copper sampling purposes. All sample results have come back within discharge limits. The well depths are as follows, North well @ 93ft. and Middle Well @ 100ft. This concludes the operator report for the month of August 2024.

BOARD MATTERS:

Nothing to report

SECRETARY REPORT:

- A. MARISOL ALVARDO address the Board there has to be change on the ball park light policy due to DAVID MITCHELL name is still on the policy and change it to DALLAS GARCIA.
  
- B. MARISOL ALVARDO address the Board the District is going to need a new folding machine due to the one already have is not working properly paper bills keep on getting stuck and getting ripped, and soon to be replaced.

MARISOL ALVARADO address to the Board she will get some fee bids for the Board to decide which one to purchase.

CLOSED SESSION:

**A.) CONFERENCE WITH LEGAL COUNSEL—POTENTIAL LITIGATION** Pursuant to California Government Code Section 54956.9

The motion passed 3-1 with ARTURO RODRIGUEZ absent. The meeting adjourned at 7:03 p.m.

ADJOURMENT

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

Dated this 12 TH day of SEPTEMBER, 2024.

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ARTURO RODRIGUEZ, President