

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 05, 2026, at 6:00 p.m.

Those Directors present were the following, to wit:

RACHELE ALCANTAR

BILLY SOTO

ARTURO RODRIGUEZ

ALEX LUCIO

Those Directors absent were:

N/A

Also Present were:

MARISOL ALVARADO, SECRETARY

THOMAS DEGAN, DISTRICT CONSUEL

DALLAS GARCIA, WATER OPERATOR

T JEFFCOACH, ENGINEER

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

PUBLIC COMMENT:

N/A

CONSENT AGENDA:

The Board was informed that there are no meeting minutes and no service terminations. The bills had been presented and was approved to be paid.

On a Motion by Director ALEX LUCIO, seconded by BILLY SOTO Director and unanimously carried, approval of minutes. 4 Yes – 1 Vacant

OPEN SESSION:

- a. 19151 Ave 145 - trailer to address to the Board requiring no service:

Cherly Retamal reached out to inform the Board that the trailer located at 19151 Ave 145 - Trailer property has remained unoccupied since 2024 and is no longer suitable for leasing. After Aziez Hassan and Dallas Garcia inspected the unit, she would like to request that the outstanding balance of \$737.82 in fees be waived, given the extended period the property has been vacant.

The Board has decided to temporarily suspend water service while maintaining water rights, pending further legal review.

- b. 14551 Tobias RD to address to the Board regarding account balance:

MARISOL ALVARADO addressed the situation regarding a new property owner who inherited a \$939.22 balance from the previous owner. The Board has decided to allow the new owner to connect their water service and has approved the waiver of these fees.

On a Motion by Director BILLY SOTO, seconded by ALEX LUCIO Director and unanimously carried, approval of waving the fees. 4 Yes – 1 Vacant

- c. Website compliance discussion Potential selection of vender for maintenance of website:

Marisol Alvarado provides the following update regarding the website: all necessary information is currently being processed. ADA compliance materials have been uploaded, and the remaining budget documents will be added to the website as soon as Bill Walker emails them to her.

- d. Discussion of changing the time of the Board meetings:

RACHELE ALCANTAR, addressing the board to change meeting times to 5:00 p.m. and changing the day will benefit Marisol Alvarado and Dallas Garcia. Board approves the first Wednesday of the month, starting April 1st, 2026. That way, it gives the district time to update the community about the changes to the next billing cycle in March 2026.

ENGINEERS REPORT:

T JEFFCOACH updated the Board he will be meeting up with Deniss, and he indicated he will not be giving him everything. Proposes a technical memo to assess the need for telemetry and visibility in the water system. Discusses the possibility of obtaining technical assistance grants for water system improvements. Mentions working with the county to identify funding opportunities. Discusses the operational challenges of the wastewater treatment plant and the need for remote monitoring.

OPERATOR'S REPORT:

The operator report for the month of January 2026 is as follows. The Poplar Water and Wastewater Facilities were fully operational without interruption. Multiple calls for service were placed on the following days at the following locations. On 1/13/26@ 18946 Tule Ave and on 1/15/26 @ 14534 Kilroy Rd, both were determined to be the customers responsibility. Additionally, on 1/20/26@ 14533 Kilroy Rd which was determined to be the districts responsibility, currently there is an active leak @ 19120 Ave 145 which is scheduled to be repaired on 2/4/26 by the district, any unforeseen complications of this repair may require outsourcing. All calls for service were addressed without further incident. Also, minor repair at the WWTP was made by (MSE) for a faulty effluent pump. Laboratory results are currently pending, and the well depths are as follows. On 1/28/26 North Well @ 88ft, Middle Well @ 85ft. This concludes the operator report for the month of January 2026

Discussing a fire hydrate issue, including Mark to inspect and possibly replace it, the potential complications if the hydrate is not fixed properly, suggest contacting the fire department for the most cost-effective solution.

BOARD MEMBER REPORTS:

Nothing to report

SECRETARY REPORT:

a. BILLING – MAILING PREFERENCE UPDATE:

Regarding the update on mailing preferences, Marisol Alvarado reported a monthly cost of \$750.00 for billing and postage. Arturo Rodriguez questioned this decision, noting a prior discussion regarding the inclusion of these fees within the existing service cost. Ultimately, the Board recommended transitioning to the new payment billing system to achieve long-term cost savings.

b. 700 FORMS:

MARISOL ALVARADO mentions the need to complete conflict of interest forms, including those related to the county.

CLOSE SESSION:

On a Motion by Director ARTURO RODRIGUEZ, seconded by BILLY SOTO Director and unanimously carried, approval to move into close session. 4 Yes – 1 Vacant

a. Negotiation of Lease: One Property

Item was tabled

b. Public Employment (Gov Code Section 54957.1(a)(5)

The Board will consider appointment of someone for the new clerk position:

The Board has reviewed the submitted applications and has requested to begin the interview process on February 20, 2026, at 3:00 p.m.

c. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Case Information: WCAB Claim No. 07096272 Employee: Aziez Hassan:

On a Motion by Director ARTURO RODRIGUEZ, seconded by BILLY SOTO Director and unanimously carried. 4 Yes – 1 Vacant

ADJOURNMENT:

There being no further business to come before the meeting, on a motion by Director ARTURO RODRIGUEZ, seconded by Director BILLY SOTO and unanimously carried, the Board meeting was adjourned.

Dated the 5th day of FEBRUARY 2026.

RACHELE ALCANTAR, President