

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 APRIL 07, 2026, at 5:00 p.m.

Those Directors present were the following, to wit:

RACHELE ALCANTAR

BILLY SOTO

ALEX LUCIO

Those Directors absent were:

ARTURO RODRIGUEZ

Also Present were:

MARISOL ALVARADO, SECRETARY

THOMAS DEGAN, DISTRICT CONSUEL

DALLAS GARCIA, WATER OPERTOR

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 approved Special Board Meeting on December 11, 2025, minutes and there were no service terminations. The bills had been presented and was approved to be paid.

On a Motion by Director ALEX LUCIO, seconded by Director BILLY SOTO and unanimously carried, approved the minutes and payment of the bills. 3YES – 1 ABSENT - 1 VACANT

OPERATOR'S REPORT:

The operator report for the month of March 2026 is as follows. The Poplar Water and Wastewater Facilities were fully operational without interruption. Multiple calls for service were made on the following dates for the locations. On 3/11/26 @ 19283 Ave 144 and on 3/17/26 @ 14551 Tobias Rd, both were determined to be the owner responsibility. Additionally, a locate request was made on 3/13/26 @19283 Ave 144, also a consultation with Ingram pump co. was had on 3/24/26. Lab results are currently pending, and the well depths are as follows. On 3/31/26 North Well @ 85ft. and Middle Well @88ft. This concludes the operator's report for the month of March 2026.

OPEN SESSION:

- a. Ingram Equipment Co Pumps to address the Board regarding North Pump & Treatment Plant:
Brian Moddy from Ingram Equipment discuss issues with the North Well and treatment plant, including the need for repairs and potential grant funding. Suggests a 48-hour turnaround for repairs to avoid a water shortage in the summer. Discussion on the possibility of acquiring a grant through self help and the need for consistent communication with engineers. The Board agrees to pursue grant options and involve Marisol Alvarado in reaching out to self-help and other potential funding sources.
- b. Cherly Retamal 19151 Ave 145-Trailer to address to the Board requiring no service:

The Board has reviewed the customer's account balance and directed that all monthly charges be suspended, with a corresponding credit applied, effective from January 2026 to the present. The customer is required to pay the remaining outstanding balance accrued between June 2025 and December 2025.

On a Motion by Director BILLY SOTO, seconded by Director ALEX LUCIO and unanimously carried, approved to credit customer account from January 2026 – Present. 3YES – 1 ABSENT - 1 VACANT

c. Rosa Garcia 14551 Tobias RD to address account balance:

The Board decided to wave the charges to Rosa Garcia \$950.00 and discussed potential liens and legal actions for inspection on the RV for possibly due to unauthorized connection. Board mentions the need for training on lien procedures and the importance of consistent record-keeping.

On a Motion by Director ALEX LUCIO, seconded by Director BILLY SOTO and unanimously carried, approved to wave \$950.00. 3YES – 1 ABSENT - 1 VACANT

d. Stop Alarm Bid for Treatment Plant update:

Marisol presents bids for office cameras and treatment plant alarms, with a discussion on the cost and benefits. The Board decides to prioritize the treatment plant alarm system first and revisit the office cameras installation later.

On a Motion by Director ALEX LUCIO, seconded by Director BILLY SOTO and unanimously carried, approved to install cameras at treatment plant. 3YES – 1 ABSENT - 1 VACANT

e. To discuss A.M. Crawford invoice and payment arrangements:

The Board recommends a thorough review of the invoice and contract to ensure all charges are reasonable; furthermore, The Board would like to initiate a discussion regarding a potential payment arrangement.

ENGINEERS REPORT:

Item was tabled and moved to May 6th, 2026 Board meeting.

BOARD MEMBER REPORTS:

Billy Soto reported he recently noted that four lights along the walking path are currently broken, which he observed while using the facility a few days ago.

The Board of Directors evaluated the possibility of a resource swap with the school district to offset event costs. Upon reaching a consensus to proceed with this arrangement, the Board intends to contact the school district to finalize the necessary details. Furthermore, the Board emphasized the importance of maintaining a collaborative relationship with the school district to ensure the continued success of the Summer Night Lights event.

Board President Rachele Alcantar discusses the issue of a mechanic shop using district parking lot for their vehicles, despite being told not to. The Board considers the need for signs to clearly indicate that the parking is for district use only. The Board discusses the possibility of calling the highway patrol or the automotive business bureau to address the parking issue. The Board decides to add the issue of parking signs and ordinances to the agenda for the next meeting.

SECRETARY REPORT:

a. Main Office update on inventory loss:

Marisol Alvarado informed the Board that, on March 24, 2026, she submitted the requested inventory loss report to the network adjuster. Additionally, she reported that on April 7, 2026, the district received a payment of \$200,000.00 from the insurance company. Board members mention continuing using the current solution payment software setup until a more permanent solution can be found.

CLOSE SESSION:

On a Motion by Director ALEX LUCIO, seconded by BILLY SOTO Director and unanimously carried, approval to move into close session. 3 Yes –1 Absent - 1 Vacant

a. Negotiation of Lease: One Property

On a Motion by Director ALEX LUCIO, seconded by BILLY SOTO Director and unanimously carried. 3 Yes –1 Absent - 1 Vacant

ADJOURNMENT:

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

Dated the 7th day of April 2026.

RACHELE ALCANTAR, President