

**MINUTES OF PUBLIC MEETING OF THE  
KACHINA VILLAGE DOMESTIC WATER IMPROVEMENT DISTRICT  
MARCH 17, 2026**

1. **Call to order and roll call.** Meeting called to order at 5:30 pm. Board members Tyanna Burton, Alice Bauman, Joseph Thomas, Peter Smith, and Alan Dulaney were present. Utility Director Sam Mossman and Accounting Manager Moya Miller were also present.
2. **Call to the Public for Items not on the Agenda.** No members of the public were in attendance.
3. **Manager’s Report.** Sam Mossman described ongoing projects and utility operations.
4. **Consent Agenda Items.**
  - A. Approval of the minutes from the November 4, 2025 Board of Directors meeting.
  - B. Approval of a summary of payments made by the utility from November 2025 through February of 2026.

Dulaney moved to approve the consent agenda, Burton seconded, the motion carried unanimously.
5. **Executive Session Items.** None
6. **Regular Agenda Items.**
  - A. **Discussion and possible action regarding the siting and construction of the new well.**

Staff and the Board discussed the current progress on the construction of well 4B. Staff elaborated on the small delays that have occurred on the project, and the current timeline for completion of the well. Despite the minor delays, the project is still moving forward at a strong pace and we expect the well drilling process to proceed as planned.
  - B. **Discussion and possible action regarding FY25 audit results.**

Staff and the Board discussed the FY25 audit performed by HintonBurdick. Staff revisited the ongoing issue with bank account reconciliation and the timing of the reports provided by the Treasurer’s Office. Staff and the Board also discussed the comments regarding journal entries and the timing of such entries. The audit reports indicated nothing amiss with utility financials for FY25.
  - C. **Discussion and possible action regarding an estoppel for 2578 Tovar Trail.**

Staff and the Board discussed the proposed estoppel for the trailer park at 2578 Tovar Trail. Staff indicated that the previous agreements associated with this property had been satisfied and that the utility’s attorney had reviewed and approved the documents. Bauman moved to approve the estoppel as proposed, Burton seconded, the motion carried unanimously.
  - D. **Discussion and possible action regarding the FY27 budget.**

The Board and Staff discussed a number of topics regarding the upcoming budget process. Wrapping up FY26 projects, new projects to be included in the upcoming budget, staff compensation, the overall financial health of the utility, and the schedule for the budget process were all discussed. Additionally, Staff informed the Board about

increased sampling requirements, the pending review of the utility's aquifer protection permit in 2029, and the potential impacts that could have on the utility and future budgets. A discussion was held regarding engagement with WIFA and the potential for loans to facilitate utility improvements. Staff will prepare the draft budget for review by the Board at the next meeting.

**7. Announcements.**

**A. Future meeting dates.**

The next meetings will be needed for the budget process and will be scheduled with one during the last week of April and a budget hearing will be scheduled in the first week of June.

**B. Future Board agenda items.**

Well construction progress updates will continue to be included on future agendas.

**Adjourned at 7:52 pm.**