

BLUE RIDGE DOMESTIC WATER IMPROVEMENT DISTRICT

Minutes of the Regular Board of Directors Open Public Meeting

November 20, 2025 beginning at **9:00 a.m.**

Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ.

Call-in number: 669 444 9171

Meeting ID: 910 5907 5240

Passcode: 747288

AGENDA

November 20, 2025

- 1. Call to order and roll call. 9:04 AM** Dan Goodwin, Steve Cannon, Mike Bourne, Harry Markley and Tom Osterday present. A quorum to do business is declared by Dan Goodwin.
- 2. Pledge of Allegiance**
- 3. Accept Agenda as Presented:** Motion to approve: Mike Bourne Seconded by: Dan Goodwin
Approved by Unanimous vote,
- 4. Call to the Public for Items Not on the Agenda:** None.
- 5. Reports and updates:**
 - A. [District Manager's report](#) –Mike Bourne
 - B. Infrastructure Committee update – see District Manager Report
 - C. Ad hoc Technology Working Group Update – Harry Markley: Our New email system has been implemented including cloud storage and Microsoft 365.
 - D. District manager candidate recruitment – Mike Bourne and Harry Markley: Ad for the District Manager position is ready to be posted.
 - E. [Chairman's report](#) – Tom Osterday
- 6. Consent Agenda Items.**
 - A. Approve Draft minutes:
 1. September 18, 2025 Regular Board Meeting: Motion to approve: Harry Markley Seconded By: Tom Osterday: Approved by Unanimous vote
 2. October 15, 2025 Regular Board Meeting: Motion to approve: Mike Bourne Seconded by: Steve Cannon: Harry Markley, Steve Cannon, Tom Osterday and Mike Bourne voted yes: Dan Goodwin Abstained

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7. **Regular Agenda Items.** The Board may discuss, consider and act on these matters separately.
- A. Treasurer's Report/Adoption of the Financial Reports ([Profit & Loss](#) and [Balance Sheet](#)) - Steve Cannon: Motion to approve: Mike Bourne: Seconded by: Tom Osterday: Dan Goodwin, Steve Cannon, Tom Osterday and Mike Bourne voted yes
 - B. Old Business: 1) Proposal to continue Tier 1 Rate billing and waive late fees through January to include January 15th billing. Motion to approve: Mike Bourne: Seconded by: Tom Osterday; Unanimous vote
8. **Announcements**
- A. Future meeting dates: January 15, 2026 Motion to cancel December 18, 2025 Meeting: Steve Cannon: Seconded by: Mike Bourne: Unanimous vote
 - B. Future Board meeting agenda items. District Manager candidate, Formation of Budget Committee, Officer Recruitment for 2026 election
9. **Adjournment.** Motion: Dan Goodwin seconded by: Harry Markley Approved by Unanimous vote

Blue Ridge Domestic Water Improvement District

Dan Goodwin
Board Clerk

Dated: November 21, 2025

Posted at: [time] 11:45 AM

Persons with a disability may request a reasonable accommodation by contacting Tom Osterday at 602-321-7088. Requests should be made as early as possible to arrange the accommodation. Board members may attend either in person or by virtual conference connection.