

Inscription Canyon Water Company

Board of Directors Meeting

September 25th, 2026

Draft - Minutes

Attendees:

Gregg Achtenhagen – President

Scott Kelly -VP operations (attended later session due to conflict)

Tom Bracken – Secretary and treasurer

Paul Spitzer – Director (attended later session due to conflict)

Jeff Lamparter – Director

Cheryl Ibbotson – Business Office

Mark Armstrong – General Manager

Mark Armstrong called the meeting to order at 9:02 am and was able to confirm quorum. 3 of the 5 board members were present and 2 joined a later session. All board members approved the agenda.

Mark Armstrong asked if there were any questions or comments on the minutes to the BOD meeting held July 28th, 2026. There were none. Gregg Achtenhagen made a motion to approve the minutes which was seconded by Jeff Lamparter and carried.

Finance Report

- Mark Armstrong presented a Budget/variance review. Performance was close to plan with power still being above budget. August revenue was down compared to plan because of the extensive rains reducing golf course draw..
- The company Cash position was close to forecast with \$387K in cash and receivables as of the end of August. This will continue to rise for the next couple of high revenue months and then begin to decrease during the winter months. An allowance for a major repair in the TRR system of approximately \$40K was noted for October/November.
- The infrastructure loan authorized by the ACC with CoBank LLC has been approved and funded. This project specific financial resource will be used to complete 5 named projects over the next 2 years. Banking preparedness has been completed by Tom Bracken and Cheryl Ibbotson, and the initial draw on funding will occur in October. Tom Bracken agreed to discuss a test transfer with CoBank.

Operations Report

- After a recent ADEQ system inspection, a number of violations were filed for weed growth and faded labelling. Those conditions have been corrected and the violations closed.
- Well status
 - The board commenced a TRR Peak demand analysis during the month of July. Volume of usage by all member and customer meters was recorded for analysis. The data showed that almost all users were consuming large amounts of water for plant irrigation purposes, based on the differences between winter and summer. This quantity continues to rise by household as well as in total. The HOA administered irrigation in the TRR cottages was up 16% over last year for no apparent reason. The board decided to review the annual usage numbers at the end of 2026 before deciding how to proceed with over-users.
 - The independent Hydrology report for the ICR wells appears on the website. The data for 2026 on the TRR system is being evaluated by the independent hydrologist now.
- As stated in previous meeting minutes, the ICWC is in receipt of a Demand letter from the TRR HOA. It references an alleged leak on Cooper Morgan Rd near the north end of the supply line. ICWC plans to run a bypass and camera check on this line as soon as the ground dries up from the heavy monsoon.

Other Business

- Project kick offs – Infrastructure
 - Now that financing has been secured, the project schedule previously proposed will commence. The first stages are engineering and permitting work on the Well #1 replacement. Approval from the land owner to drill the replacement well has been secured. Some discussion of the Flood plain permitting and Possible future land acquisition occurred.
 - The other two projects requiring upfront engineering, namely the Golf course shutoff valve and the back up power generators are awaiting Civiltec proposals for engineering scope.
- As part of the financing approval for the infrastructure loan, the ACC requested that the company update the Curtailment tariff that was part of its delivery authorization with the State. This tariff outlines the processes for dealing with a water supply shortage or prolonged outage. The first change was the requirement for Signage at all neighborhood entrances. These signs were ordered and are in storage ready for use.

- The second item was a communication mechanism. The board previously authorized the procurement of an automated call out system for all members. This system has been secured and is now being prepared for a community-wide test in November. Members will receive a test message via email, text or voicemail (based on their billing information). This system will then be available to update members on shortages, outages, repair excavations, open board meetings or other important items. Stay tuned for a confirmation of the test date.
- The board has searched for a vendor to perform annual Spare parts inventory reconciliation and Key pump and electrical performance testing. No vendors were located that would be willing to do the job at our location. Gregg Achtenhagen suggested that he and Mark Armstrong, who are both experienced engineers could do the work based on Civiltec's previous recommendations and equipment manufacturers specifications. Jeff Lamparter agreed to help. This will be scheduled by year end.
- Cheryl Ibbotson confirmed the dates and notices for the Elections in fall 2026.
 - Notice went out with September billing
 - Nomination forms will be inserted with the October billing with a return date of November 13th.
 - Ballots will be mailed December 7th with a return date of December 29th.
 - Votes will be tallied in January.
- Mark Armstrong and Tom Bracken confirmed that the loan interest would now begin appearing in the monthly financial statement. Mark indicated that he had engaged the company attorney, Jeff Crockett to begin planning for an upcoming Rate Case, with a target of 2027.
- Mark Armstrong asked if there were any other business items to be considered. There were none. Gregg Achtenhagen made a motion to adjourn the meeting at 10:27am.