

**APPROVED**  
by board 6-16-26

**HAVASU HEIGHTS DOMESTIC WATER IMPROVEMENT  
DISTRICT  
PUBLIC SESSION MINUTES**

**May 19, 2026**

**PUBLIC MEETING**

**1. Call to Order.**

Board Member, Bill Fisher called the **PUBLIC HEARING** to order at 6:00 p.m. on May 19, 2026 at Havasu Heights District Building, Lot 45 7931 N Barker Dr., Lake Havasu City, Arizona

**2. Roll Call.**

Present were Bill Fisher, Board Member; Michele Hannah, Board Member; Todd Burlingham, Board Member and Lucetta Richard, Clerk via Zoom. Also in attendance was Gene Newman, CPA for the District. A quorum was met to conduct the hearing.

**3. Pledge of Allegiance.**

**4. Call to the Public regarding proposed district budget and related costs and revenues. (Budget period July 2026-June 2027)**

No written objections received by the office and no objections from the public in attendance during hearing. Bill Fisher, Board Member briefly went over the budget and what the goals are for the payment of the WIFA loan starting in 2 ½ years.

**5. Announcement that a public Meeting will follow after Public Hearing adjourned.**

**6. Adjournment.**

Todd Burlingham made a motion to adjourn the public hearing at 6:03pm. Michele Hannah seconded the motion. Motion carried.

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**Meeting, May 19, 2026**

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**PUBLIC MEETING**

**1. Call to Order.**

Board Member, Bill Fisher called the **PUBLIC MEETING** to order at 6:03 p.m. on May 19, 2026.

**2. Roll Call.**

Present were Bill Fisher, Board Member; Michele Hannah, Board Member; Todd Burlingham, Board Member and Lucetta Richard, Clerk via Zoom.

**3. Call to the Public**

No Action.

**4. A. System Operator's Report.**

Operator Don Shed Reported Installed hydrant meter (H-78) for lot 77. Several Blue stakes. Lot 103B got a permit from Mohave County to install a driveway over the top of the water main line. Owner has had blue stake done. Talked to owner and cautioned him that the water main was right where he was working/planning on putting driveway. Due to the elevation of lot and road he plans on digging about 5 ft deep.

**B. Operations Manager Report.**

Jacqueline Moore Operations Manager reported. Bac-T came back clear. Reach out to Ricoh (printer) They are to get back with us regarding our option once the lease is final (June). Budget Hearing and Call for Elections have both been printed in the paper, posted on website and posted at bulletin board at office. Business as usual.

**6. Consent Agenda Items:**

Lucetta Richard, Clerk made a motion to approve item A-D, Todd Burlingham, Board Member, second the motion. Motion carried unanimously.

**7. Regular Agenda Items.**

- A. Presentation for consideration and possible action: Adoption of the proposed budget for Havasu Heights DWID (July 2026 – June 2027) prepared by Bill Fisher, Board Member. If approved, the budget will be delivered to Mohave County Finance Department.** Lucetta Richard, Clerk made a motion to approve the budget. Michele Hannah, Board Member second the motion. Motion carried unanimously.
- B. Discussion and possible action re: Current Update on Construction of Tank and Lines.** Jacqueline reported spoke with Drew with Pat Bern Construction, they will be doing line-outs tomorrow and Equipment will be arriving this week. With plans to start on Monday, May 25, 2026.
- C. Discussion and possible action re: Compensation and Benefits (Vacation time)** After a brief discussion board decided not to offer holiday pay to part time employee (at this time we do not have part time employees.) Lucetta Richard, Clerk made a motion to except the Compensation and Benefit (Vacation policy) with the changes above and Todd Burlingham, Board Member second the motion. Motion carried unanimously
- D. Discussion and possible action re: Financial Review** After some discussion regarding Financial Reviews/Audit Jacqueline will reach out to WIFA to see what their requirements are. Yearly or every other year? Board tabled this portion for next month. Bill Fisher, board member stated that one CD is maturing June 1 and to roll that over to 7 month at 3.45% (per the financial policy) Jacqueline will let the bank know to rollover to a 7 month at 3.45%
- E. Discussion and possible action: Designation of Adequate Water Supply quote** Jacqueline sent the quote to the board members prior to the meeting. With the costs around \$25K for the required water model. With additional \$2K to ADWR. After our discussion with ADWR they felt it was not needed for us to do going forward. Todd Burlingham, Board Member made a motion to not continue the Designation of Adequate Water Supply and Michele Hannah, Board Member second the motion, Motion carried unanimously.

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**8. Announcements.**

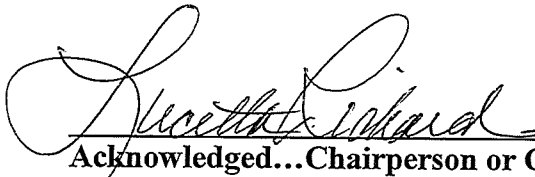
**A. Future Meeting Date**

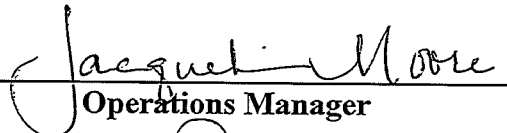
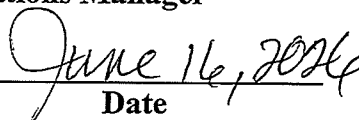
The next **Board Meeting** will be **Tuesday, June 16, 2026** at 6:00pm

**B. Future Board Agenda Items**

**9. Adjournment.**

Lucetta Richard made a motion to adjourn at 6:42 p.m. Todd Berlingham seconded the motion. Motion carried unanimously.

  
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Acknowledged...Chairperson or Clerk

  
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Operations Manager  
  
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Date