HAVASU HEIGHTS DOMESTIC WATER IMPROVEMENT DISTRICT
PUBLIC SESSION MINUTES

October 20, 2026

PUBLIC MEETING

1. **Call to Order.**
Board Member, Mark Schroeder called the **PUBLIC MEETING** to order at 6:00 p.m. on October 20, 2026.

2. **Roll Call.**
Present were Mark Schroeder, Chairperson; Lucetta Richard, Clerk; Todd Burlingham, Board Member; Bill Fisher, Board Member. Michele Hannah, Board Member informed board that she would not be in attendance.

3. **Call to the Public**
No Action

4. **A. System Operator's Report.**
Operator Don Shed a few final reads, a few bluestakes, set hydrant meters for the tank construction. Met with them a few times just to stay in the loop. Should be moving material up their tomorrow. Jacqueline Operations Manager stated that they will be starting on 10/21/2026 should be done 10/28/2026. Lucetta, Board Member asked how much time to fill tank? Will need to plumb in, valves, isolation valves, and a few other things. Tearing down the other tank (for repairs). Mark, chairperson stated it needs to be done during colder weather. Will be manual control when on new tank. (Until old tank is back online.) Jacqueline will reach out to get a timeline for the old tank repairs lead time, repair time (how long tank will be down) etc. Started cleaning out meter boxes and air valves which will take the next couple of days. Fixed gate at well #2. Had a call from Sherriff thinking are well was leaking. It was actually DL Ranch. Ran for 3 days. Don showed the damaged wire and blown fuse from well #2. Probably been that way since installed. Mark, Chairperson stated he did go up to the tank and it looks great including the road. The valve (shut off valve) Jordon and Rancho Vista. Has been hit a few times. Valve is in the intersection. Will be down and concreted when done. Level with the grade of the road.

Operator Wes Moore reported covered for Don with no issues. Chlorine test at Lot 81 when resident is gone have to run water for awhile due to low water usage.

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B. Operations Manager Report.
Jacqueline Moore Operations Manager reported. CD matured September 29. Rolled over to 13 months, fixed rate 4.25 APY. Map Program (Monitoring Assistance Program) was $1,385.17 this year an increase of $792.42 from last year. This testing is for the consumer confidents report. Jacqueline will reach out to find out why such a large increase. Bac-T clear. Got a call from ADEQ that our TTHM and HAA5 results were not submitted to them. Reached out to the Lab and they had them sent within the hour. Distribution 5 was submitted to WIFA, $339K. Insurance policy: Property decreased $45, Auto increased $513, General liability decreased $784, total premium decreased $316. Will need to canvass the election results at the next board meeting in November. Needs to be done between November 9 – November 23. Bill, board member asked about ACC. We apparently had the wrong #, we now have the correct # and who to contact. Will need to do a hearing and resolution for the fee increases on the hydrant fees and unlock meter fees.

6. Consent Agenda Items:
Lucetta Richards made a motion to approve item A. Bill Fisher, Board Member second the motion. Motion carried unanimously. Lucetta Richards made a motion to approve item D. Bill Fisher, Board Member second the motion. Motion carried unanimously. Item C Bill, board member stated that the 9-2026 HH Water & Usage Pumping reports don't line up. Typo. Jacqueline will correct and send out new reports. Item B Bill Fisher, board member stated that the repairs on well 2 and 3 should be under fixed asset not expense. After some discussion Jacqueline to reach out to Jaime with Accounting Angels and correct. Bill Fisher made a motion to approve item B & C with correction to reports and Financials. Lucetta second the motion. Motion carried unanimously.

7. Regular Agenda Items.

A. Discussion and possible action re: Current Update on Construction of Tank and Lines. Jacqueline reported new tank starting on 10/21/2026 should be done 10/28/2026. As stated in operators report.

B. Discussion and possible action re: Meter Fees (Unlock Meters) We will need to do a hearing and resolution to increase hydrant fees and unlock meter fees. Increase unlock meter fees from $25 to $55. Increased by $10 ($65) from 5pm to 8pm and $20 ($75) on weekends & holidays. Lucetta Richard, board member made a motion to increase unlock meter fees. Todd Burlingham, board member second the motion. Motion carried unanimously.

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C. **Discussion and possible action re: Rewriting district rules for non-compliance property owners (No Bluestakes, Digging up water lines in easements/roads etc.)** Lucetta Richard, board member went over the policy that was created with attorney approval. First Notice, Stop Notice and internal incident report. Mark Schroeder, Chairperson ask who will backup the stop order? Who has our backs. Call Sheriff. How important will this be? Operators will be watching. We need paper backup. Jacqueline stated that once we get to a stop order we should be getting ACC involved. We have some backup. Incident # should be the date – lot # - (1-up). Need physical red tag and stake in the ground on property. Jacqueline can create the stop workorder on cardstock to post. Add Called ACC on the internal report and on the procedure page with phone #. Lucetta Richard to make changes. Once they call Bluestake stop worker will be removed. Lucetta Richard, board member made a motion to approve with changes discussed. Todd Burlingham, board member second the motion. Motion carried unanimously.

At this time 6:59pm Bill Fisher made a motion to adjourn to Executive Session to address agenda D. Lucetta second the motion. Motion carried.

Reconvened to the public session at 7:12pm.

D. **Discussion and possible action re: Lot 125 (Impact: 925) Fire Tap in Water main for fire suppression system.** We can supply up to a 1" meter. We can not put in a fire tap into the water main. Ivan Betancourt representing Impact 128 (Lot 125). It is considered a residential due to it being a group home. On their end there is no need to do a separate fire line. They can do a residential sprinkler system that does not require a separate tap. The fire system will be feed from the same 1" meter. Jacqueline stated that currently there is a 5/8 meter and they will need to be upgraded to the 1". We can get you pricing on that.

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9. Announcements.

A. Future Meeting Date
The next **Board Meeting** will be **Tuesday, November 17, 2026** at 6:00pm

B. Future Board Agenda Items
Hearing for fee increases
Canvass for Election

10. Adjournment.
Todd Burlingham made a motion to adjourn at 7:21 p.m. Lucetta Richard seconded the motion. Motion carried unanimously.

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Operations Manager

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Acknowledged…Chairperson or Clerk **Date**