

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT  
WORK SESSION**

January 18, 2018

The Forest Lakes DWID Work Session was called to order by Chairman Lou St. Germain at 10:00 am at The Water District Office. Present were Board Members: Sally Rottier, Paul Studer, and Ray Grimmatt. Mary Hume was via telephone. Staff Members present was Grant Cooper and Amy Belch.

**1. Discussion of Policies and Procedures**

Ms. Rottier recommends changing page 2, number 1, Operation Specialist. Page 2, number 3, change regulars to regulations. Page 2, number 4, Operator instead of Operations. Mr. Studer recommends adding to page 4, under benefits about FLDWID Arizona State Retirement System and the established date of January 2017. Ms. Rottier recommends adding "to" to page 5, number 1. Ms. Rottier suggest changing page 5, number 2, adding after 5 years employment. Mr. Studer recommends on page 5, number 3, accumulate up to twice your annual vacation time.

**2. Discussion of Rules and Regulations**

Mr. St. Germain recommends looking into FLDWID records and County records about potential customers wanting to be annex into Forest Lakes DWID and adding the cost to the customer in the Rules and Regulations on page 6. Mr. Cooper recommends on page 10, section 1, part B add commercial property explanation. On page 11, section 2, part A takeout "backflow prevention and cross connection control program described in Article XIV of these rules and regulations" and adding commercial lots to backflow prevention. Mr. Cooper recommends on page 12, number G taking out the entire section. Mr. Studer suggest on page 13, section 1, number 2 taking out the entire section.

**3. Discussion of Emergency Plan Review**

Mr. Cooper suggest on page 2 customers to read 890 customers and changing Post Office Well to read 70 gallons per minute. Also on page 3 the number of customers to be changed. Ms. Rottier recommends page 9, the engineering to Painted Sky Engineering from Tetra Tech. Mr. Cooper recommends page 19, number 2 to read 80 hours instead of 36.

**4. Discussion of Capital Equipment Review**

Mr. Cooper discuss the changes made to the Capital Equipment Review. Mr. Studer suggest adding meter installation dates and contacting APS for energy audit rebates. Ms. Rottier suggest adding the date to the document.

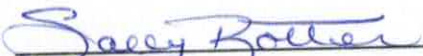
**5. Discussion of Booster Pump Repair**

Mr. Cooper explains the problem with Post Office Boosters. Mr. Dewalt proposal is \$13,875.55 tax excluded. Mr. Studer recommends ordering the Soft Starts for Post Office Boosters and charge it to Capital Reserve for Well Improvement for expense purposes.

Mr. Lou St. Germain Closed meeting at 11:10 am.

Forest Lakes DWID  
Minutes by: Amy Belch  
Minutes approved: FLDWID

  
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Lou St. Germain, Chairman of the Board

  
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Sally Rottier, Secretary

2-15-2018  
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Date