

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
WORK SESSION
March 15, 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 and Paul Studer. Mary Hume was present via telephone. Mr. Grimmer was absent. Staff Members present was Grant Cooper and Amy Belch.

1. Discussion of Policy and Procedures – Travel Expense

Mr. St. Germain suggest paying from point of leaving, in Arizona to be standard in the Policies and Procedures for travel expense. Ms. Hume recommends most beneficial to the District from a financial point. Ms. Rottier states the district pays you for the mileage that covers the usage of a person's personal vehicle, so the district should pay from the point of departure.

2. Discussion of Communication

Mr. Studer suggest adding a newsletter to the website and removing the old one. Mr. Cooper states all board members collaborate what to add to newsletter and Ms. Belch and I will create a finished product. Mr. St. Germain recommends twice a year updating the newsletter and adding to water bill a notification about the newsletter.

3. Discussion of Main Trunk Line

Mr. Cooper states Painted Sky Engineering is working with Coconino County, there is no updates at this time.

4. Discussion of Rules and Regulations

Mr. Cooper states on Pg. 16, Section 5, Annexed is added to the Forest Lakes Estates Rules and Regulations. Mr. St. Germain states it looks good.

Mr. Lou St. Germain Closed meeting at 10:35 am.

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



Lou St. Germain, Chairman of the Board



Sally Rottier, Secretary

4-19-2018

Date