

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
REGULAR BOARD MEETING**

May 21, 2015

- 1.** The Regular Meeting was called to order by Chairman Lou St. Germain at 11:00 AM at the Water District Office. Board Members present were Sally Rottier, Mary Hume, Paul Studer, and Barb Purtymun. Staff members present were Cheryl Kight, Amy Belch and Grant Cooper. Guest were Ms. Johnson and Ms. Schweigart
- 2. Call to the Public**
Ms. Johnson made a suggestion on the next agenda she would like to see the compliance codes as she does not understand them. Ms. Johnson questioned the ADEQ Map Fee on monthly water bill. Ms. Kight explained that ADEQ is the cost put on the water district for Environmental Quality Testing that is performed once a year and the cost is passed on to our consumer. Ms. Johnson made a suggestion about the condition of the bench that sits at the library. Ms. Johnson questioned the cost to the water district for the post office running out of it during the winter months. Ms. Kight explained it was separate from the water district. Ms. Johnson had concerns about the \$500,000.00 that is carried over. Ms. Kight explained that was a normal process for the water District and is determined by the auditors. Ms. Johnson thanked the water district board for their time.
- 3. Reading Of March 19, 2015 Regular Board Meeting and April 16, 2015 Work Session and Regular Board Meeting**
Ms. Hume made a motion to except the minutes of March 19, 2015 and Regular Board Meeting and Work session from April 16, 2015. Ms. Purtymun seconded the motion. Motion carried.
- 4. Treasure's Report**
Mr. Studer report on Profit and Loss Budget Vs. actual. Service Income is at 92.5%. Investment Income is at 119.8%. Taxes is at 94.6%. Total Income is at 93.6%. Payroll Expense is at 78.0%. Operation is at 78.0%. Travel Expense is at 57.0%. Capital Outlay is at 52.8% and our Net Income is 100%. Mr. Studer reports we are doing very well. Mr. Studer explains we are under payroll because we are not paying into the IRA. Ms. Hume asked when ASRS was going to start up. Mr. Cooper response that all proper paper work is at Arizona State Retirement Office and it possible could take up to a year. Ms. Hume made a motion we accept the Treasure's Report and Ms. Purtymun seconded the motion. Motion carried.
- 5. On Site Manager's Report**
Mr. Cooper reports we have 871 customers and no customer issues at this time. Mr. Cooper will be gone this memorial weekend because his oldest daughter is graduating High School. Mr. Morehead will be on call. Mr. Cooper reports we have 20 delinquent accounts totally a sum of \$2700.00. Mr. Cooper informs the board he had tanks cleaned out May 12th and 13th. All tanks were inspected and refilled ready for a long weekend. Mr. Cooper reports the unaccountable water is at 5,000 gallon and that does not include the water used at the office. Mr. Cooper reports there is going to be a leadership conference in August in Prescott and Ms. Kight has all the information. Mr. Cooper's comments are that our summer time residence are back and water is getting turned on. Mr. Cooper reminds everyone to have a safe weekend and to thank a veteran this weekend.
- 6. New Business**
Discussion and Possible Decision Project Engineering Bid
Ms. Hume made a motion we accept the bid for Tetra Tech at \$29,885.00 for Elk Dr. Mr. Studer seconded the motion. Motion Carried
Discussion and Possible Decision on Clerks Job Description
Mr. Studer made a motion to accept the new job description of the clerk. Ms. Rottier seconded the

motion. Motion carried.

7.Old Business

Discussion and Possible Decision on Contract Accounting Support

Mr. Cooper made a suggestion that we table the Contracting Account support until we have interviews with the two accountants that are familiar with the water district. Mr. Studer made a motion to table Contract Accounting Support. Ms. Rottier seconded the motion. Motion carried.

Discussion and Approval of 2015 – 2016 Budget for Publication

Mr. Studer made a motion to accept the 2015 – 2016 Budget for Publication with the exception of the auditor giving a new number that it be put in budget for deprecation. Ms. Hume Seconded the motion. Motion Carried.

Discussion and Possible Adoption of Resolution 15-5-01 for Rules and Regulations.

Ms. Kight read the amended 15-5-01 for rules and regulations of the Forest Lakes Domestic Water Improvement District. Ms. Kight stated with the amended rules and regulations every new customer will receive a copy of the rules and regulation. Ms. Hume made a motion to accept amended 15-5-01 rules and regulations. Ms. Rottier seconded the motion. Motion Carried.

Manager to Board

Board to Manager

Mr. St. Germain called for a motion to close the Board Meeting. Ms. Hume made the motion. Ms. Purtymun seconded the motion and it carried. Meeting closed at 11:45 am.

FOREST LAKES D.W.I.D.

Minutes by:
Amy Belch

Minutes Approved:

Lou St. Germain, Chairman

Sally Rottier, Secretary

Date