

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

August 18, 2016

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 Paul Studer, Sally Rottier, Mary Hume and Ray Grimmatt. Staff members present were Grant Cooper and Amy Belch.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Call to the Public

No Public

4. Reading of July 2016 Work Session and Regular Board Meeting

Ms. Hume made a motion to accept the minutes as printed. Mr. Studer seconded the motion. Motion carried.

5. Treasure's Report for July 2016

Mr. Studer reports Service Income at 13.2% due to the two new installs FLDWID had in July. FLDWID will under run the Stand By fee but over run the Base Rate by end of this Fiscal Year. Property Tax and Sales Tax collected at .5%. Payroll Expenses at 10.9% due to paying insurance twice in July because of lost payment. Operations at 16.9%. Onetime payment to Liability Insurance paid in first month of fiscal year along with Memberships driving up the percentage. Capital Outlay at 8.5%. Equipment Replacement billed in 2016/2017 fiscal year and not the 2015/2016 budget drove up the percentage along with Elk Drive and Ferret Circle Project. Ms. Rottier made a motion to accept the Treasures report as read. Ms. Hume seconded the motion. Motion carried.

6. On-Site Manager's Report for June 2016

Mr. Cooper reports delinquents are \$1,441.18 from \$1,369.00. Ms. Belch added line item to Caselle for Credit card fee's that reads Bank Charges. Mr. Cooper states August 2, 2016 FLDWID went live with taking credit cards online. Mr. Cooper reports Mr. Nelson will work with Ms. Belch next time he is in town and give her a training course on how to upload the minutes and send out Blast for FLDWID. Mr. Cooper and Ms. Belch went through Caselle and determined FLDWID has 882 customers. Ms. Irwin, CPA for FLDWID came out on August 15, 2016 and will have a report in a couple weeks. Mr. Cooper reports the Elk Drive and Ferret Circle Project about 60% complete, Mr. Cooper estimates about 2 ½ weeks left on installation then testing on water lines will complete the project. Mr. Cooper and Mr. Brimhall worked together on gathering all data on past water lines installed. Mr. Brimhall report shows only 37.08% is complete. Mr. Studer suggest making changes to Master Plan in next month's meeting. Mr. Cooper reports he will speak with Mr. Rodriguez pertaining to fire hydrant testing. Mr. Cooper's goal is to work with the FLFD on the testing. As of right now FLFD does the testing on the hydrants.

7. New Business

Discussion and Possible Decision of Change Order with Tetra Tech

Mr. Studer made a motion to accept the Change Order from Tetra Tech and pay the bill for \$3466.00 with the corrections to original bid at \$29,885.00, totaling the bill to \$33,351.00. Ms. Hume seconded the motion. Motion carried.

Items from Board to Manager

Manager to Board

Mr. Cooper reports that APS contacting him and APS is still working to give FLDWID a refund for the Upgrades Mr. Morehead and himself did six months ago. Mr. Cooper anticipates a sizeable refund to FLDWID.

Board to Manager

Mr. St. Germain inquired about the Forest Service permit. Mr. Cooper states he has contact with Ms. Deborah about every other week via telephone with the same response. Mr. Cooper will keep communication with her regularly until he has permit in hand.

Ms. Hume inquired about the Snow Well. Mr. Cooper states Snow Well has been up and running. Mr. Cooper has sent in 2 test to ADEQ and both came back under .003.

Mr. St. Germain called for a motion to close the Board Meeting. Ms. Hume made the motion. Ms. Rottier 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