

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

January 19, 2023

The Regular Meeting called to order by Chairman Joe Taylor at 11:00 am. Board Member present Lou St. Germain. Staff members present Grant Cooper and Amy Belch. Joe Taylor and Bryan Hawk via telephone. Mary Hume and Paul Studer were absent.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Call to the Public

No Public

4. Reading of December Work Session, and Regular Board Meeting Minutes

Mr. St. Germain made a motion to accept the minutes. Mr. Hawk seconded the motion. Motion carried.

5. Treasure's Report for December 2022 Profit and Loss, Bank Balance, and Cash Flow Report

Ms. Belch will report on behalf of Mr. Studer. Service income is 52.74%, interest income is 46.93%, taxes is 66.95%, total income is 60.04%, payroll is 45.46%, operations is 45.29%, travel is 8.12%, and capital outlay is 8.12%. Ms. Belch reports balance sheet and cash flow match at \$831,983.30. Ms. Belch reports she moved \$27,000.00 from JP Morgan to Coconino County shared account to build more interest. Smart systems will be here January 26, 2023, to connect new check reader. Mr. Hawk made a motion to accept the treasures report as presented. Mr. St. Germain seconded the motion. Motion carried

6. On-Site Manager's Report for December 2022

Mr. Cooper reports \$345.00 in delinquents with no customer issues currently. Customers using email billing is 549. Credit card rewards total \$1304.25. The flooring and windows in main office were completed 12/20/2022. Mr. Cooper states the down payment for the fence was sent out and then the weather came. He has a phone call into frontier fencing company. Try to coordinate the completion of fence with current road conditions. Mr. St. Germain suggest clearing the road to get to Well site.

Mr. Cooper states pumped water totaled 1,470,640, customers metered 1,396,290, and unaccountable is 74,350. Mr. Taylor inquired into the higher unaccountable water. Mr. Cooper stated the St. Joe Well had been flushed a few times after the upgrade.

7. New Business

Discussion and Possible Decision of Post Office Location with Ms. Trina Cooper

Mr. St. Germain made a motion to table until next meeting. Mr. St. Germain request for next meeting to have alternative site response, parking space count for post office customers, conditional use permit, and the sketched plans for post office. Mr. Hawk seconded the motion. Motion tabled.

Discussion and Possible Decision of Medical Reimbursement and Medical Insurance for Ms. Belch

Mr. St. Germain a made a motion to add Ms. Belch and spouse to Blue Cross Blue Shield effective February 1, 2023 and dissolving the medical reimbursement effective immediately. Mr. St. Germain added moving Ms. Belch's hours from 30 hours a week to 40 hours a week per Mr. Coopers approval. Mr. Hawk seconded the motion. Motion carried.

Discussion and Possible Decision of Quote from Color Pro and Faux Inc. for Interior Paint

Mr. St. Germain made a motion to accept the quote from Color Pro and Faux Inc. for the amount of \$2453.97. Mr. Hawk seconded the motion. Motion carried.

Discussion and Possible Decision of Flooring for Board Room

Mr. St. Germain made a motion to complete the flooring in board room not to exceed \$3000.00 and get it done as soon as possible. Mr. Hawk seconded the motion. Motion carried.

Manager to Board

None

Board to Manager


Mr. Taylor received email from Mr. Studer requesting follow up for next month's board meeting from Mr. Cooper; to include flag status, Sheep Springs Project timeline including finances, engineering, County permits, and material. Also, St. Joe Well project timeline and the completion date for the fencing. Mr. Cooper asked if Mr. Taylor could forward the email so he can follow through with what Mr. Studer is requesting. Mr. Taylor stated the email included personal information and could not forward. Mr. Cooper will have everything requested from Mr. Studer at next board meeting again. Mr. Cooper stated this is the last time.

Mr. Joe Taylor closed the Board Meeting at 11:40 am.


FOREST LAKES D.W.I.D.

Minutes by:

Amy Belch



Joe Taylor, Chairman of the Board



Bryan Hawk, Secretary

16 Feb 2025

Date