

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

February 16, 2023

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

**1. Call Meeting to Order**

**2. Pledge of Allegiance**

**3. Call to the Public**

No Public

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

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

**5. Treasure's Report for January 2023 New Financial Summary, Bank Balance, and Cash Flow Report**

Mr. Taylor will report on new financial report. Monthly revenue was \$50,013 and monthly expense was \$103,625. Monthly loss total \$53,612. Year to date revenue was \$552,676. Year to date expenses \$574,798. Year to date loss total \$22,122. Mr. Taylor expressed his aw ha moment. Forest Lakes DWID needs to pump brakes on some spending. Even though some expenses this year was not anticipated. With that said Sheep Springs Project may have to be moved back. Mr. Taylor states items of interest on the new financial summary are as follows, property tax revenue \$14K, employee benefits paid in full, computer support paid to Badger and Smart Systems, security gate paid in full \$8K, and made a payment of \$34K to KP Ventures for St. Joe Well. Attached to new financials is the P&L, cash flow and bank balance. Cash flow bank balance match at \$778,975.82. Mr. St. Germain made a motion to accept the treasures report as presented. Mr. Hawk seconded the motion. Motion carried.

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

Mr. Cooper reports \$353.00 in delinquents with no customer issues. Customers using email billing is 550. Credit card rewards total \$1370.03. On 1-6-2023 Ms. Belch transferred \$27,000.00 from JP Morgan to Coconino County Warrant account. 1-13-2023 sent paperwork to Quickbooks to add payroll and Taxes through JP Morgan. 1-27-2023 the new check reader was installed by smart systems. \$900.00 was sent to Shane Waroff for the flooring.

Ms. Belch sent the roof pictures to insurance adjustor. Mr. Cooper called KGJ Roofing to come look at roof once it was cleared of all snow. Mr. Cooper reports where the pitch meets the roof needs repaired, its letting water through and in the interior walls. There are tresses that are damp as well. Mr. Cooper called off the paint for now. There is drywall that needs to be repaired, and maybe some 2x4 but until roof repair no point in fixing drywall and more.

Mr. Cooper reports flag update: out on the post until weather came in, he moved it inside.

Sheep springs project update: May / June board approved pipe purchase and project. August Payson rental was paid in full. October/December base drawing paid in the amount of \$2652.00 and Improvement plans paid in the amount of \$1713.80. November paid Ferguson for remaining parts totaling \$7287.82.

St Joe Well update: October pulled and video well. In December paid \$3000.00 for fencing. In January paid \$47,869.64 to KP Venture Drilling. No scrubbing was needed.

Mr. Cooper states pumped water totaled 1,679,576, customers metered 1,590,638, and unaccountable is 88,938. Percentage of 2.82 for fiscal year.

**7. New Business**

**Discussion and Possible Decision of Three Month Leave of Absences/Resignation Requested by Current Board Member: Rules and Regulations attached, Article III, Section 4 and 5**

Mr. St. Germain made a motion to accept current board member leave of absences for 90 days from today with no participation until the 90 days is complete. Ms. Hume seconded the motion. Motion carried.

**Discussion and Possible Decision of Temporary Position or Open Position on FLDWID Board**

Mr. Hawk made a motion that Mr. Taylor be acting treasurer while holding his chairman position for the 90-day absences of treasurer. Mr. St. Germain seconded the motion. Motion carried.

**Discussion and Possible Decision of Rules and Regulations Regarding Leaks During Winter and Equipment Use**

Mr. St. Germain made a motion to table until next board meeting where Mr. Cooper will bring examples to board and add Rules and Regulations with fee schedule to that meeting. Mr. Hawk seconded the motion. Motion tabled.

**8. Old Business**

**Discussion and Possible Decision of Post Office Location**

Ms. Hume made a motion to let the Post Office move into Water District. Mr. Hawk seconded the motion. Motion carried.

**Discussion and Possible Decision of Old Work Truck**

Mr. St. Germain made a motion to table until springtime. Mr. Hawk seconded the motion. Motion tabled.

**Manager to Board**

None

**Board to Manager**

None

Mr. Joe Taylor closed the Board Meeting at 11:58 am.

**FOREST LAKES D.W.I.D.**

**Minutes by:**

**Amy Belch**

  
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Joe Taylor, Chairman of the Board

  
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Bryan Hawk, Secretary

  
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Date