

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

April 21, 2022

The Regular Meeting called to order by Chairman Mr. Joe Taylor at 11:23 am. Board Members present Bryan Hawk, Paul Studer, and Lou St. Germain. Mary Hume was absent. Staff members present Mr. Cooper and Amy Belch.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Call to the Public

No Public

4. Reading of March 2022 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 March 2022 Profit and Loss, Bank Balance, and Cash Flow Report

Mr. Studer reports unbudgeted results plus \$6.1K, interest income plus \$6.6K, taxes plus \$9.6K, total gross income \$23.1K, operations under budget \$28K, travel under \$4.2K, and capital outlay is under \$484,093.02. Well meter maintenance funds remain at \$184,800. Mr. Studer states if approved, \$100,000.00 for St. Joe Well upgrade. Balance sheet and cash flow match at \$749,804.39. Mr. Hawk made a motion to accept treasures report as presented. Mr. St. Germain seconded the motion. Motion carried.

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

Mr. Cooper reports \$353.00 in delinquents this month and \$3126.00 for fiscal year. A reminder to all FLDWID Board members that there will be a lunch May 19, 2022, with Coconino County Treasures office. Joining will be FLFD, Library, F.L.O.A, and Chevelon Butte School District. Lunch will be provided by FLDWID. Email billing increased to 522 customers from 351 customers saving \$302.00 just in postage. Credit card rewards from National Bank credit card totals \$1442.43. Mr. Studer recommends moving the rewards as soon as May 2022. Mr. Cooper ordered the soft starts for booster 3 & 4. Ms. Belch laptop shut down on 3/17 and 3/31 for no reason.

Mr. Cooper was asked to present the Capital Equipment, St. Joe update, Snow Well Upgrade from 2015, Meter System update, and Energy Audit from APS in his managers' report. All documents are in the managers' packet. Mr. Cooper states Capital Equipment annual update that he will be adding booster 3 & 4 and generator. Mr. Cooper refers to St. Joe Well upgrade was covered in Work Session. Snow Well upgrade was in 2015 and FLDWID has seen the change in pricing just this year. Mr. Taylor suggested adding Meter System Upgrade to next board meeting. Mr. Cooper states he is waiting on return phone call from APS about energy audit.

Mr. Cooper reports pumped water totaled 1,429,080, customers metered 1,409,837, and unaccountable totaled \$19,243. The percentage of unaccountable water is 1.34% and 2.16% for fiscal year.

7. New Business

Discussion and Possible Decision of Opening to JP Morgan Account with Coconino County, Opening County Warrant Operations Account, and Value Payment System for Credit Card Payments

Mr. Studer made a motion to move forward with transferring all banking to Coconino County JP Morgan, one for daily operations and one for credit card payments through Value Payment System. Mr. Hawk seconded the motion. Motion carried.

Discussion and Possible Decision of Smart Systems on Quote for New laptops

Mr. Studer made a motion to purchase the laptops for the office with extra charge cord for each computer. Mr. Hawk seconded the motion. Motion carried.

Discussion and Possible Decision of Policies and Procedures

Mr. St. Germain made a motion to table Policies and Procedures until Board review changes at next board meeting. Mr. Studer seconded the motion. Motion tabled.

Discussion and Possible Decision of FLDWID Emergency Plan

Mr. St. Germain made a motion to table FLDWID Emergency Plan until Board review changes at next board meeting. Mr. Studer seconded the motion. Motion tabled.

8. Old Business

Discussion and Possible Decision of Sheep Springs Project Parts List

Mr. St. Germain suggest getting 3 quotes from vendors for the C-900 piping and parts. Mr. Studer made a motion to move forward with the purchase of piping through the lowest quote received. Mr. Hawk seconded the motion.

Discussion and Possible Decision of St. Joe Well Upgrade

Mr. Taylor suggest let the Water Operation Manager make the final decision between Boreline Pipe and Galvanized Pipe. Mr. St. Germain states Mr. Cooper should purchase Galvanized Pipe for the price. Unless Mr. Cooper can get Hose Solution to match the price of the Boreline Pipe. Mr. St. Germain's recommendation is Galvanized Pipe regardless. Mr. Cooper states he will contact Hose Solution and keep Board members informed. Mr. Taylor reports the A.R.S for Mr. Cooper as Water Operation Manager is \$100,000.00 for purchases.

**Manager to Board
Board to Manager**

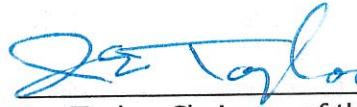
Mr. Taylor called for a motion to close the Board Meeting. Mr. St. Germain made the motion. Mr. Studer seconded the motion and it carried. Meeting closed at 12:17 pm.

Minutes By: Amy Belch

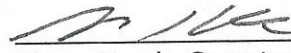
FOREST LAKES D.W.I.D.

Minutes by:

Amy Belch



Joe Taylor, Chairman of the Board
Joe Taylor, Chairman of the Board



Bryan Hawk, Secretary
Bryan Hawk, Secretary

19 May 2022

Date
Date