

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

August 20, 2020

The Regular Meeting was called to order by Chairman Mr. at 11:00 am. Board Members present Ray Grimmatt and Paul Studer. Board Members present via telephone Mr. Lou St. Germain and Ms. Sally Rottier. Staff member present was 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 2020 Work Session and Board Meeting Minutes**

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

**5. Treasure's Report for July 2020 Profit and Loss, Bank Balance, and Cash Flow Report**

Mr. Studer reports from QuickBooks profit and loss vs. actuals, with 3 new services this fiscal year making FLDWID services income up 13.61%, sales tax under at 1.96%, total income 54.1%. Wages right on target at 8.87%. Operation is high at 10.17% because the one-time payment made to insurance. Capital outlay at .13%. Ms. Rottier made a motion to accept treasures report. Ms. Hume seconded the motion. Motion carried.

**6. On-Site Manager's Report for July 2020**

Mr. Cooper reports 898 customers, that is 5 new customers this fiscal year. No customer issues and delinquents are at \$107.06. Email billing is up to 250 customers. \$1945.00 in credit card rewards was deposit into National Bank of Arizona account. Ms. Belch and I completed the internal audit with no discrepancies.

Ms. Stephanie Irwin CPA will conduct her financial closing of fiscal year 2019-2020 as soon as she receives final report from Coconino County. Water pumped 8,070,280, customers metered 7,573,036, flushed water 275,000 and unaccountable water 222,244. Percentage is 2.75% to start off the fiscal year.

**New Business**

**Discussion and Possible Decision of Internal Financial Audit for 2019-2020**

Mr. Studer made a motion to change the Excel Financial Explanation to Quickbooks Profit and Loss vs. Actuals. Ms. Rottier seconded the motion. Motion carried.

**Discussion and Possible Decision of Bid for Pressure Relief for Post Office Well from Automation Electric**

Mr. Studer made a motion to accept the bid from Automation Electric and fix the Snow Well. Ms. Rottier seconded the motion. Motion carried.

**Old Business**

**Discussion and Possible decision on Main Line on Highway 260 Project**

No action required

**Discussion and possible Decision on the Snow Well**

Mr. St. Germain tabled until next month's meeting

**Discussion and Possible Decision of Main Trunk Line**

No action required

**Manager to Board**

**Board to Manager**

Mr. Grimmatt stated the travel trailer on the Forest Lakes DWID property is a liability and recommended it be removed. Mr. St. Germain suggested a week to remove it. Ms. Rottier suggested 2 weeks. Mr. Grimmatt stated working on personal equipment on Forest Lakes DWID is also a liability and recommends it stop. Mr. Cooper stated he will let Mr. Morehead know to remove property. Mr. Cooper apologized.

Mr. St. Germain called for a motion to close the Board Meeting. Mr. Grimmett made the motion. Mr. Studer seconded the motion and it carried. Meeting closed at 11:20 am.

FOREST LAKES D.W.I.D.

Minutes by:  
Amy Belch

  
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Lou St. Germain, Chairman of the Board

  
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Sally Rottier, Secretary

9-17-2020  
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Date