

FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
REGULAR BOARD MEETING
September 21, 2023

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

1. Call Meeting to Order

2. Pledge of Allegiance

3. Call to the Public

5. Reading of July 15, 2023, Work Session, and Regular Board Meeting Minutes

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

6. Treasure's Report for June 2023 Financial Summary, Bank Balance, and Cash Flow Report

Mr. Taylor reports June 2023 Fiscal year close out is 100%. 50,411.00 in revenue and 70,263.84 in expense which equals a loss of 19,852.84. Planned revenue 95% and expenses 52% because Sheep Springs Project got paid for in July. End of month cash was 852,256.85. Mr. St. Germain made a motion to accept June 2023 treasurers report. Ms. Hume seconded the motion. Motion carried.

- Treasures Report for July 2023 Financial Summary, Bank Balance, and Cash Flow

Mr. Taylor reports for July 2023 revenue 48,563.94 and expense 80,964.97 a loss of 32,401.03. Year to date revenue 844,790.74 and year to date expenses 879,167.75 a loss of 32,401.03 because of taxes not coming in and Sheep Springs Project paid in July not last fiscal year. Cash on hand at the end of July was 810,750.42. Ms. Hume made a motion to accept the treasures report as presented. Mr. St. Germain seconded the motion. Motion carried.

- Treasures Report for July 2023 Financial Summary, Bank Balance, and Cash Flow

Mr. Taylor reports for August revenue is 40,966.27 and expenses 251,203.25. a loss of 210,236.98. planned revenue 89,530.21 and planned expenses 876,167.75. That was the remaining payment owed on Sheep Springs Project of 192,397.66. Year to date revenue 89,530.21 and year to date loss of 242,638.01. The cash balance was down to 605,076.35 because of the last payment to the Sheep Springs Project. Sales tax is not coming in the way we budgeted for so next year we will make some adjustments. Mr. St. Germain asked how close in numbers was FLDWID on Sheep Springs Project since we paid out 192K. Mr. Cooper states \$196,500.00 was project so FLDWID came under budget. Mr. St. Germain commended Mr. Cooper for coming in under budget on the Sheep Springs Project. Mr. St. Germain made a motion to accept June 2023 treasurers report. Ms. Hume seconded the motion. Motion carried.

7. On-Site Manager's Report for July 2023 and August 2023

Mr. Cooper, good morning! For July the managers' report \$435 in delinquents with 550 customers still using email billing. EFTPS is finally complete through QuickBooks and Coconino County. Mr. Cooper reports the asphalt was completed outside the office.

P.O. Office Well tank was painted in July 2023 and failed inspection. Utility services blasted the tank again and it sat for the 15 to reinspect. Passed inspection the second time.

The Sheep Springs Project started July 10, 2023. Contractors ran into rock on the 19th of July. Tie end from Apache Underground started on the 26th. Project complete.

Pumped water was 7,585,784, customers used 7,281,470, hydrant usage 5,000, P.O. Well drained 200,000, construction water 25,000, and unaccountable 74,314. Average of .97 for the month.

Mr. Cooper reports on the August managers' report with 906 customers and delinquents totaled 370.00. Email billing 551.

Dewalt from Automation electric came to fix the sensor in the PO Well. Utility services were damaged during the blasting of the well.

Ms. Belch has added 2 authenticators to her phone because we were locked out of our computers. Microsoft is requiring 2 authenticators to log into email. FLDWID board members will need the tokens to log into their email shortly. Ms. Belch will need the token to get into word and excel next. The P1 license is \$27.00 one-time per user and the token is \$10.20 a month per user. Smart Systems will be out here at the next board meeting to get everyone set up. Mr. Cooper states his concern is having the authenticator on Ms. Belch's personal phone. He does not have any concern with the SCADA system getting hacked. Mr. Cooper reports that Smart Systems recommends only sending to Board members through the FLDWID email address. FLDWID has paid for the emails, and they should be used with the security of the tokens.

Pumped water 2,550,161, customers metered 2,275,760, hydrant water 94,900, valentine fire 11,600, P.O. Well float sensor 80,000, and unaccountable 87,900. Leaving an average of 3.44 for the month. Tank 3, Snow Well will be painted in October 2023.

8. New Business

Discussion and Possible Decision of Closing Financials, CPA Report and Adjustment Report

Ms. Hume made a motion to accept Stephanie Irwin's closing financials for Fiscal year 2022-2023. Mr. St. Germain seconded the motion. Motion carried.

Manager to Board

Mr. Cooper thanked the board for the plaque and bonus. Said he had another 20 years in him. The board is happy to have you, Ms. Hume stated.

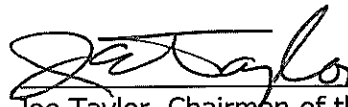
Board to Manager

Mr. Taylor stated to Mr. Cooper that with stuff being said on Facebook, FLDWID should go to FLOA and do a presentation about the water company. Something Mr. Hawk had already suggested. Mr. Hawk stated it would have to be next year. Mr. Taylor also stated he could prepare a pamphlet. Mr. Taylor will have agenda for next month.

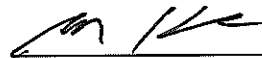
Mr. Joe Taylor closed the Board Meeting at 11:44 am.

FOREST LAKES D.W.I.D.

**Minutes by:
Amy Belch**



Joe Taylor, Chairman of the Board



Bryan Hawk, Secretary

19 Oct 2023

Date