

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
WORK SESSION
March 16, 2023**

The Forest Lakes DWID Work Session called to order by Chairman Joe Taylor at 10:08 am at The Water District Office. Present were Board Member: Lou St. Germain. Staff member present Grant Cooper and Amy Belch. Joe Taylor and Bryan Hawk via telephone. Paul Studer and Mary Hume absent.

1. Discussion and Review of Possible Ideas to Generate Income

Mr. Cooper suggest looking at the money that FLDWID is losing. Mr. Cooper states the revenue to is expenses is in the negative. Mr. Taylor reports year to date annual budget is 72% of forecast budget FLDWID is ahead. Mr. Taylor points out that July to August there was no property tax reported. Mr. Taylor goes over the new documents from QuickBooks that him and Ms. Belch are using. Mr. Taylor states FLDWID is in positive financially and no need to discuss increases currently.

2. Discussion and Review of Changes to User Fee's and Miscellaneous Charges

Discussed in item 1.

3. Discussion and Review of Reroofing and New Roof

Mr. Cooper reports to reroof is \$16,291.91 and a new roof is \$25,605.15. That is not including wood that can not be seen. The bid does include the repair to the interior of drywall that was damaged by water. Mr. Cooper states he does not have a preference of new roof or reroof. Mr. Taylor recommends new roof. Mr. Hawk recommends new roof. Mr. St. Germain recommends a reroofing using the existing metal that is not damaged. Mr. Hawk is concerned about having to come back in the future and doing a new roof. Mr. St. Germain suggest adding new fascia and crown. Mr. Taylor agrees with Mr. St. Germain about reroofing and adding new fascia and crown since Mr. St. Germain has looked at it physically.

4. Discussion and Review of Rules and regulations Regarding Leaks During Winter and Equipment Use

Mr. Cooper refers to page 8, paragraph B in the Rules and Regulation. All Water District Member's new or replacement Authorized Water Service Connections must be installed according to Arizona Department of Water Quality specifications. All Water District Members must install a control valve within six to ten feet of the Water District valve at the time of replacement, new installation, or modification of an Authorized Water Service Connection. An existing Authorized Water Service Connection must be upgraded to include a control valve at such time as a replacement or modification is made to the Authorized Water Service Connection. Mr. Cooper states with the snow that FL received this year it is more obvious that FLDWID members do not have a control valve per the rules and regulations or do not know where there control valve is. FLDWID had to use backhoe on non-emergency calls. Mr. Taylor suggest looking at the fee charges and sending out notices to all members separate from the billing. Mr. Taylor suggest Ms. Belch write up a letter and present to board next meeting. Mr. Copper suggest adding to rules and regulation, if FLDWID is called out to turn off member's water. Then member will have to install a control valve before district turn water back on.

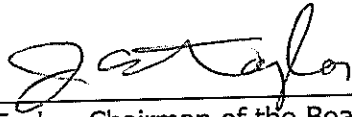
Ms. Belch asked the board to revise page 16, section E. It reads billing is due 25 days after billing date. Ms. Belch states 25 days is to long. The billing is due the 15th through the 17th of every month on the average. FLDWID board agrees with the changes.

Ms. Belch refers to page 20, section 8. The line reads "credit card fee is 2.8 on all transaction". Ms. Belch states Coconino County has set up their credit card company, and FLDWID has no control over their fee. It also states on credit card transaction Value Payment not Forest Lakes DWID. Ms. Belch received one charge back this morning. Ms. Belch believes its because of the name on the bank statements that the customers receive. Ms. Belch recommends removing the credit card fee from the rules and regulations but adding to website stating your bank statement will read "value payment" not FLDWID. Mr. St. Germain recommends not removing credit card fee from rules and regulations but change the wording to "Coconino County credit card fees apply to all credit card transaction".

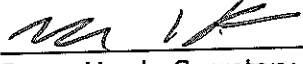
5. Discussion and Review of Fire Hydrant Color Coding

Mr. Cooper states all low flow hydrants are marked. Mr. St. Germain spoke with Chief, and states low flow marked is acceptable. Mr. Cooper states the markers are not flimsy. He will have one at next board meeting. Mr. Hawk suggest putting reflectors or high poles on hydrants during winter months. Mr. Cooper states there is reflector on the poles, but the snow is so high in some areas you can't see them. Mr. Cooper states that Mr. Morehead will be looking at all hydrants over the summer and fixing the poles and the reflectors. Mr. Cooper states that he would like to give the FLFD a map of the community with fire hydrant location and PSI out of the hydrant. He can have the engineer build the map. Mr. Taylor agrees with the idea.

Mr. Joe Taylor closed the meeting at 11:05 am.
Forest Lakes DWID
Minutes By: Amy Belch



Joe Taylor, Chairman of the Board



Bryan Hawk, Secretary

4/20/2023

Date