

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT
WORK SESSION
June 16, 2022**

The Forest Lakes DWID Work Session called to order by Treasurer Paul Studer at 10:00 am at The Water District Office. Present were Board Members: Lou St. Germain and Bryan Hawk. Staff member present Grant Cooper and Amy Belch. Joe Taylor and Mary Hume absent.

1. Discussion and Review of Insurance Quote from Hancock and Leavitt Insurance with Monti Hancock

Mr. Monti Hancock suggest changing building and content coverage from 3.1 million to 3.5 million coverage. Also adding a 2-million-dollar umbrella instead of the current umbrella at 1-million-dollar coverage. Mr. Hancock suggested changing the deductible to \$5000.00. Mr. Studer stated the budget number for Liability Insurance is updated to cover the cost but request a final number from Mr. Hancock as soon as possible. Mr. Hancock, he will have the final number Monday 6-20-2022.

2. Discussion and Review of Budget for Fiscal Year 2022-2023

Mr. Studer reports cash carry over \$700,000.00 with total revenue of \$833,877.00 for fiscal year 2022-2023 totaling 1,533,877.00. The total cash carry forward was reduced after paying for the Sheep Springs Project parts and St. Joe Well Project pipe. Wages total \$379,858 including payroll, deferred compensation, retirement system, unemployment, direct deposit, and insurance. Operation totaling \$411,905.00 which is a \$1000.00 increase from last years budget. Travel expense is \$12,800.00. Capital outlay expense is \$729,314.00. Total expenditures \$1,533,877.00.

3. Discuss and Review of Changes to Master Plan

Mr. Studer stated Mr. Taylor was going to add an appendix to Master Plan. Mr. Studer recommended Ms. Belch email Mr. Taylor about the appendix. Ms. Belch stated Mr. Taylor was on vacation. Mr. Studer stated, "I'm sure he has his computer with him." Mr. St. Germain stated we can add appendix after Mr. Taylor's vacation.

Mr. St. Germain suggest correcting numbers on page 1. Ms. Belch will make corrections prior to next special board meeting June 22, 2022.

4. Discussion and Review of St. Joe Well Project

Mr. Cooper stated the contract with KP Venture is a 7-day contract and posted on their proposal. The warranty starts once delivered. It is a 1-year warranty. Mr. St. Germain asked what brand of pump? Mr. Cooper stated he would get back with Mr. St. Germain. Mr. Hawk asked if we could order it but delay the delivery. Mr. Cooper stated they will not hold at warehouse. Mr. Studer asked what the savings was on the bore line pipe. Mr. Cooper stated the quote was \$20,787.00 but after Mr. Cooper contacted Hose Solution, he was able to get it for \$15,000.00. Mr. Studer stated the cost savings should have been on the project timeline.

5. Discussion and Review of Sheep Springs Project

Mr. Cooper stated pipe is in house. Valves and hydrants estimated to be out 20 weeks. Mr. Cooper is waiting on revised contract from the engineer. Mr. Studer inquired about bid from Engineering. Mr. Cooper said original quote came in at \$35,0000. Mr. Cooper stated the new estimated quote is \$22,500 and Mr. Cooper is waiting for the email. A Board member asked Mr. Cooper to get the cost reduced.


Mr. Cooper's estimated timeline November-December 2022 engineering, December-January 2023 Coconino County submittal, January 2023 ADEQ, February-March 2023 bid-schedule, April-May 2023 start project (weather permitting), June 2023 complete project.

6. Discussion and Review of Turkey Trail Project

Mr. Studer recommends purchasing the parts for Turkey Trail Project. Mr. St. Germain recommends not purchasing parts right now. Mr. Hawk recommends not purchasing parts. Mr. St. Germain asked, what was the vote in last months meeting. Ms. Belch replied, Mr. Studer tabled in board meeting on 5-19-2022. Ms. Belch stated in the work session on 5-19-2022 Mr. Studer, Ms. Hume and Mr. Hawk agreed to purchasing Turkey Trail Parts. Mr. Taylor and Mr. St. Germain agreed not to purchase parts. Mr.

Studer stated that an approval to purchase the parts does not mean FLDWID needs to purchase them tomorrow.

Mr. Studer closed the meeting at 11:10 am.
Forest Lakes DWID
Minutes By: Amy Belch



Paul Studer, Treasurer



Bryan Hawk, Secretary

22 July 2022
Date