

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT  
WORK SESSION**

January 19, 2017

The Forest Lakes DWID Work Session was called to order by Chairman Lou St. Germain at 10:00 am at The Water District Office. Present were Board Members: Paul Studer, Sally Rottier, and Ms. Hume. Mr. Grimmett was absent. Staff Members present was Grant Cooper and Amy Belch.

**1. Discussion of Review and Raises**

Mr. Studer states the board approved a 3-4% raise in June that should have been in effect July 2016. Budget calculated raise at 53 weeks since employees can cash out their sick pay in the December month. Mr. Studer states when doing the budget F.L. planned for overtime but not for raises. There is \$3400.00 remaining to be disbursed between employees if everything stays the same in wages. Mr. Cooper confirms with Mr. Studer they thought the pass freeze was for June 2017. Ms. Belch after looking over the minutes, the pay freeze was lifted June 2016. Mr. Studer recommends paying the employees 4% today until June 30, 2017 a one-time non-standard bonus raise costing the F.L. approximately \$2700.00. This saves the company \$601.00 by not having to put into Arizona State Retirement. Ms. Belch check with the CPA and ASRS on the non-standard bonus guide lines. Ms. Hume and Ms. Rottier asked Mr. Cooper what he would like to do. Mr. Cooper agrees with Mr. Studer on the one-time non-standard bonus raise effective today and review the next budget more carefully. Mr. St. Germain asked Mr. Cooper what he decided. Mr. Cooper states the budget will be slightly over but agrees with the non-standard one-time bonus.

**2. Discussion of Slats in Fencing around the Yard**

Mr. Cooper spoke with Liberty Fence over the phone and got an estimate pricing on slats for the fence around the backyard. Liberty fence estimates over the phone \$3000.00 for them to install and \$1500 if Forest Lakes wanted to install. Mr. Cooper suggest if installing slats in the backyard fence it's just a matter of time before others will want us to install a fence on their side. Ms. Hume agrees with Mr. Cooper. Mr. St. Germain recommends not installing any kind of slats around the backyard fence.

**3. Discussion of Priority 8 inch Main to be Replaced Next**

Mr. Cooper met with Mr. Brimhall with Tetra Tech Engineering. They discussed the changes in the map located in the Forest Lakes Water office. Mr. Cooper is updating the map to show the new upgrades to the community, blow off valves and color coding the fire hydrants by pressure. Mr. Cooper and Mr. Brimhall discussed the upgrades needed in units 7 and 8. Mr. Cooper explained to Board members different ways to upgrade system in the future. Mr. Cooper and Mr. Brimhall agreed to do the upgrades in 3500 feet sections. Mr. Cooper reports doing the upgrades in 3500 feet sections will cut the percentage down to having customers waters turned off for days at a time. Mr. St. Germain and Ms. Hume agree with the 3500 feet at a time but not the looping the upgrades. Mr. Studer suggest a line of credit for any kind of emergency Forest Lakes might have. Ms. Hume disagrees with a line of credit for Forest Lakes Water. Mr. Cooper states any project would have to start after April 30 unless a major emergency happens. Mr. Cooper report 6 leaks that will be fixed as soon as weather permits.

Mr. Lou St. Germain Closed meeting at 11:00am.

Forest Lakes DWID  
Minutes by: Amy Belch  
Minutes approved: FLDWID

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Lou St. Germain, Chairman

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Sally Rottier, Secretary

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Date