

**FOREST LAKES DOMESTIC WATER IMPROVEMENT DISTRICT  
WORK SESSION  
November 21, 2024**

The Forest Lakes DWID Work Session called to order by Chairman Gary Richardson at 10:00 am at The Water District Office. Present were Board Member: Joe Taylor, Lou St. Germain, Pat Murphy, and Dan Parks. Staff member present Grant Cooper and Amy Belch.

**1. Discussion and Review of Master Plan Review**

Update the date on the front page per Mr. Richardson. Mr. Taylor suggested changing numerical numbers to projected date instead. Appendix B change January items to review in March and approve in April. On page 4 remove will online item 8. Page 5 change objective to strategy in last paragraph per Mr. Parks. Mr. Cooper suggested page 6 updating hydrants to 152. Mr. Parks suggests page 10, objective 3 and an a in front of CPA and adding review after the CPA. Mr. Cooper recommends updating objectives 2 and 3, on page 12. Mr. Parks on page 14, the newsletter be changed to FLDWID and reach out to FLOA to announce FLDWID newsletter.

**2. Discussion and Review of Closing Financial for Fiscal Year 2023-2024**

Mr. Taylor reports assets total \$4,248,691.34. Equity totals \$4,225,892.78, total current liabilities are \$22,798.56. Service income \$419,840.49 total interest \$18,488.05, total taxes \$433,745.41, total income \$ 880,816.36, and payroll total expenses \$377,786.38.

**3. Discussion and Review of Acknowledge Operational and Customer Service Improvements**

Board Discussed

**4. Discussion and Review of Holiday Dinner for Forest Lakes DWID**

Wednesday December 18, 2024 @ 6:00pm at Diamond Point Shadow Steakhouse in Star Valley.

**5. Discussion and Review of Engineering for Bailey and Wildcat Project**

Mr. Cooper states engineering for Bailey Road and Wildcat Road totaled \$70,440.00. Mr. Parks has a discrepancy in the total of feet. Mr. Cooper will contact the engineer. Mr. Cooper will contact Mr. Parks with the update. Mr. Parks asked Mr. Richardson to be involved in the engineering proposal review part of the project. Mr. Richardson agreed.

**6. Discussion and Review of Storage Building for Project Parts**

Mr. Cooper reports the approximate building price is \$115,000.00 and foundation is \$35,000.00. Mr. Cooper reports to the board he will contact two more businesses and bring back proposals to the board. Mr. St. Germain recommends any companies be able to do the turnkey ready building. Mr. St. Germain not to spend money on putting in the paper.

**7. Discussion and Review of Hiring Staff for FLDWID Proposal from Mr. Cooper**

Mr. Cooper recommends hiring Ms. Robinson since she has already worked for FLDWID previous. Mr. Cooper states 24 hours a week with no benefits. It was recommended looking into continuous hours of 30 hours or more before FLDWID would be liable to payout benefits with ASRS. Mr. Taylor recommends calling Ms. Irwin and investigating accrued time off. Mr. Cooper will hire Ms. Richardson in January 2025 but use her as contract work until then.

**8. Discussion and Review of Updates on Grants / W.I.F.A for FLDWID**

Mr. Parks has a Mr. Jarvis proposal that costs \$600.00 and will have several grants that FLDWID could apply for in 14 days. Mr. Taylor suggests looking into a UEI number as needed as FLDWID falls underneath the County umbrella. Mr. St. Germain recommends moving forward.

Mr. Gary Richardson closed the meeting at 12:05 pm.  
Forest Lakes DWID  
Minutes By: Amy Belch

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Gary Richardson, Chairman of the Board

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Dan Parks, Secretary

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Date

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