



**MINUTES  
OF THE BOARD OF DIRECTORS FOR  
FOREST LAKES METROPOLITAN DISTRICT (FLMD)  
September 14th, 2022**

**CALL TO ORDER**

The regular meeting of the Board of Directors for Forest Lakes Metropolitan District was held on September 14, 2022, at 7:00 p.m. teleconferencing via Zoom.

**BOARD OF DIRECTORS ROLL CALL**

Roll call was taken by Director Martin. FLMD Board members and representatives present were:

Mark Rushfeldt, President - Absent  
Derrick Martin, Vice President- Present  
Corey Griffis, Treasurer - Present

Charissa Hannigan, Director - Present  
Robin Kissell, Director - Present

Forest Lakes Metropolitan District employees present were:

Bruce Barrette, District Manager  
Jamie Echeverri, Administrative Services Manager / Board Secretary  
Trevor Most, Operations & Maintenance Supervisor

Approximately 11 people, including FLMD Board Members and District employees attended.

**APPROVAL OF AGENDA**

It was moved to approve the September 13th, 2022, agenda. The motion was seconded and unanimously approved.

**APPROVAL OF PREVIOUS MINUTES**

There were no corrections, additions, or deletions to the minutes of the regular Board meeting held on August 9th, 2022, it was moved to approve the minutes. The motion was seconded and approved.

**SPECIAL BUSINESS**

A. Budget Committee (Charissa Hannigan, Corey Griffis)

*Director Hannigan: We did not meet as often as last month but we are still working on the budget. We are in agreement and will propose this to the board hopefully by next month. Mailbox costs (fees) have to go up. The mailbox pedestals costs \$2,400. And I believe last year, we bought a whole row of them. We also need three doors there and I believe they are \$125 Each. We talked about needing new trucks and how the grant writer will help us. But we're still back to the road fees. And I think even if we raise the rate of the road fees, we're still going to be borrowing from the other two departments because we're losing money. We're also going to propose a road access fee to be discuss for unit three. It will say that three units' property owners that have some kind of concrete pad, driveway, structure or dwelling will be billed a road access fee. They use our roads to access their property. The three of us have agreed that a road access fee needs to be implemented.*

*Director Kissell: I agree those folks that use the roads should probably contribute to the fees. Also, some of the issues with roads are caused by the rains and because the ditches or the culverts haven't been cleaned. Culverts are our resident's responsibility. Somebody had brought up the idea of Forest Lakes maybe finding out if there's a hydro vac or something that could clean some of those culverts. And maybe they could just take that stuff over to the burn pile.*

*District Manager Barrette: I told the staff that in those areas where it overflows, and starts eroding our road, go do it. Because it's cheaper for us to clear that out, then to continually repair the road on an ongoing basis. And yes, that may sound a little unfair. But there's some rationale behind that, in terms of it will save us a lot of time and money fixing our roads.*



*Director Kissell: Since we were not able to read meters last month, what will be the rate charge for the overage from previous month once we are able to read the meters.*

*Board Secretary/Administrator Echeverri: We will allow everyone to be paid for overages on next meter read the end of September before increasing the rates the following month.*

*Director Kissell: That makes a lot of sense. That sounds fair.*

*Director Martin: Agrees that sounds fair.*

B. Recreation Committee (Derrick Martin, Robin Kissell) No Updates

*Director Martin: I think we have to kind of reframe our mindset in terms of recreational ideas and the maintenance required, as well as trying to do some things that don't require us to spend any money. I think after looking at the budget stuff recently. We're kind of just putting things on the back burner for now.*

*Director Hannigan: We are going to hopefully get a grant writer. So, if you have a grand idea, we can throw it in her court.*

C. Personnel Committee (Mark Rushfeldt, Robin Kissell) No Updates

**PUBLIC COMMENTS:**

FLMD Resident Tess Marriott Garrison: I need to come to these meetings more often. I always try to and then something always comes up. This is such great information. I love the idea of a road access fee; I'm actually surprised that they're not already contributing to that. I have lived here now for five or six years; we had a rental property for maybe four of those years. And then we just bought a home two years ago. We definitely did not know that we're supposed to be maintaining our culvert. What else can I be doing to make sure that I know things like that? I'm sure there's other people in the neighborhood who just aren't aware, like myself. How can we spread the word because I will mention that to my husband tonight. And then another thought that I'm having is we have a lot of older residents that live in this in this community that might not be able to do maintenance like that for their own culvert. How can we come together, younger individuals could maybe help older people who can't do that on their own? You guys are mentioning things about like water usage and being over. How do I check to make sure that we are in proper usage?

*Board Secretary/Administrator Echeverri: That information should appear on your monthly FLMD bill.*

*Director Hannigan: These meetings are recorded and posted on FLMD website; you can look at previous minutes. Jamie does an excellent job of taking minutes and recording them. There is years' worth of old minutes on the website. Once we approve the minutes, they go on the website. There is also communication on the board by the mailbox and front page of the website, Jamie and Trevor both do the road maintenance updates.*

*O&M Supervisor Most: Suggested we add a note on monthly billing advising residents to clean their culverts.*

**MANAGEMENT REPORTS:**

## Managers' Report September 13, 2022

August has been a challenging month. The good news is we received just over 3.5 inches of rain in the District. The bad news was the Lig truck was down for a couple of weeks. As you can imagine not being able to work on the roads and receiving that amount of rain has reeked havoc with the condition of the roads. We are up and going, but behind. The road crew is working as fast as possible to catch up. In the meantime, we are trying to temporarily fill some of pothole with gravel.

We have hired two new employees: Austin Yates ( actually a rehire), and Ryan Anderson. They will be working in Operations and Maintenance. We are almost fully staffed. We are still looking for a part time person to work in the Operations and Maintenance area.

Along with that wonderful rain come undergrowth. The undergrowth is a potential fire hazard, especially if we have a dry September and October.

The Solar Array is making progress. The area has been surveyed and the holes have been drilled where the structure will be built. The material has been delivered and just need to be put together. The hope is that the array will be producing power by the end of the year.

Generator project – the plans have all been completed. It's become obvious that when the solar project and generator project we envisioned they didn't take each other into consideration. In order to make the solar project work with the generator project and LPEA additional equipment will need to be purchased. This includes automatic and manual transfer switches and cabinet to house them. This additional cost will be added to the generator project.

We have a number of property owners/residents who have delinquent fees owed the District. Staff has filed lien on the property, and we encourage you to pay off any outstanding sums owed the District. If they are not paid off, they will be forwarded to the FLMD Board for Certification. Once certified the owners will need to pay their debt at the County.

Chief Evans notified me that a \$10,000 grant was obtained by Upper Pine Fire District for improvements to the emergency assess road in FLMD. As I get more information on the timing, I will let everyone know.

Staff spoke with the Postmaster about our mailstop, and we learned a few things. First, we are missing three doors on parcel lockers; second, we are missing a package pedestal for two packages. These items will be corrected. The Postmaster indicated fewer people would have to go down to the Bayfield post office once these items are repaired/replaced. We also got some clarity on who can have a mailbox at our mail stop. Only lots with structures are permitted to have mailboxes at our mailstop. Staff is reviewing all our account to make sure there is a structure on it. If we find vacant lots that have mailbox(s) we will notify the postmaster and remove them from mailbox service.

**O&M Activities**

- **Water/sewer taps on E. Forest Lakes Dr.**
- **Water/sewer taps on 673 Mesa Dr.**
- **Water/sewer taps on 605 Mesa Dr.**
- **Move sewer service line on Snowbird Court**
- **Install meter pit on Little Bear Dr.**
- **Move topsoil pile for solar project**
- **Sewer tap on 846 Pine Tree Dr.**
- **Fix water service line leak on Hilltop**
- **Fixed Lig truck**
- **Road & Equipment maintenance/ on-call ops (water-wastewater)**
- **Meter swaps, Meter reads/re-reads, excavation permits, and utility locates**

**Status of Vehicle Fleet**

<b>Equipment</b>	<b>Total Number</b>	<b>Status</b>
Staff Pick-Up Trucks	3	Operational 3
Dump Trucks	3	Operational 3
Grader	1	Operational 1
Steel Drum Roller	1	Operational 1
Water Truck	1	Operational 1
Lig Truck	1	Operational 1
Backhoe	1	Operational 1
Skid Steer	1	Operational 1
Plow Trucks	5	Operational 3
Vac-Trailer	1	Operational 1
Loader	1	Operational 1
Air Curtain Burner	1	Operational 1
Generator	1	Operational 1

**Safety Incidences (Previous Month)**

<b>Month</b>	<b># Of Incidences</b>	<b>Status</b>
January 2022	0	No Incidences
February 2022	0	No Incidences.
March 2022	0	No Incidences.
April 2022	0	No Incidences.
May 2022	0	No Incidences.
June 2022	0	No Incidences.
July 2022	0	No Incidences.
August 2022	0	No Incidences.
September 2022	0	No Incidences.
October 2022	0	No Incidences.
November 2022	0	No Incidences.
December 2022	0	No Incidences.



## SERVICE AGREEMENT #8001

APPLICANT(S):  Dwayne Todd and Kelton Todd DATE:  August 27, 2022

ADDRESS (MAILING):  1122 CR 509, Ignacio, CO 81137 PHONE:  970 759- 3950

SERVICE ADDRESS:  7100 CR 501, Bayfield, CO 81122 ACCT#:  8001

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- **CURRENT MONTHLY USER RATES: PAYMENTS ARE DUE BY THE 20<sup>TH</sup> OF EACH MONTH.**  
3% Late will be applied if received after the 20<sup>th</sup>

Please make checks payable to FOREST LAKES METROPOLITAN DISTRICT, 82 Alpine Forest Drive, Bayfield, CO 81122

**OUT OF DISTRICT ROAD FEE \$27.00**

All fee, rates & charges are subject to change as approved by the Board of Directors.

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### **RULES & REGULATIONS (Additional rules & regulations apply)**

1. This Service Agreement is only for 1 household.
2. Since the property is outside the FLDM boundary, I hereby agree to allow FLMD to lien the property should the account become delinquent in accordance with FLMD Rules and Regulations.
3. We further agree not to use any other FLMD facilities.
4. The roads in FLMD are maintained by FLMD staff. During the months when roadwork can be performed, FLMD will maintain roads to the best of our ability.
5. This agreement runs with the land.
6. An FLMB Driveway Permit will be required for access to Pine Valley Rd.

I agree to comply with the Forest Lakes Metropolitan Districts Rules & Regulations. Failure to comply shall grant the District permission to disconnect services without additional notice. I further agree to indemnify and hold harmless the District, its consultants, successors, and assigns, against any and all liability, loss or damage which may result from this service agreement. The provisions of this service agreement shall survive any transfers and is deemed to be binding on the owners, the successors, transferees, and assigns of the parties.

Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

Forest Lakes Metropolitan District: \_\_\_\_\_ Date: \_\_\_\_\_

## CONTRACT FOR ACCOUNTING SERVICES

This Contract For Accounting Services (the “Contract”) is entered into between the Forest Lakes Metropolitan District (“District”) and Accounting Associates, LLC (“Accountant”) (collectively referred to as “the Parties”) is as follows:

### WITNESSETH:

WHEREAS, the District is in need of accounting services; and

WHEREAS, Accounting Associates, LLC provides government fund accounting services in the State of Colorado, and is willing and able to provide accounting services for the District;

THEREFORE, inconsideration of the mutual covenants hereinafter contained, the parties hereby agree as follows:

1. Engagement. The District hereby engages Accountant, and Accountant hereby agrees to assist the District, as further outlined in this Contract. Notwithstanding the foregoing, Accountant shall not be limited by this Contract from performing services or work for other parties or clients, so long as such work does not create an apparent or actual conflict of interest.

2. Scope of Work. Accountant shall commence, perform and complete the following professional services: preparation of financial statements, cash management, preparation of annual budgets, audit management, and document and backup management. The Accountant shall provide timely, clear and concise financial information for whatever purposes needed by the District. The District agrees to provide all required information and documentation to the Accountant for these purposes.

3. Term. The services to be performed by Accountant shall begin upon full execution of this Contract and shall continue until this Contract is terminated. This Contract does not represent a multi-year fiscal obligation by the District as services may be terminated at any time if funds are not available or not appropriated for these services.

4. Termination. This Contract may be terminated by either party at any time by providing written notice to the other party. The Parties shall strive to provide at least thirty (30) days advance written notice to the other party, but such notice shall not be required.

5. Compensation. The District agrees to pay Accountant for all services under this Contract at the rate of \$58 per hour. Accountant’s hourly rate will be adjusted annually on February 1 based upon the U.S. Bureau of Labor Statistics for Mountain-Plains Region News Release, issued in January of each year. Accountant agrees to bill the District monthly, indicating the services performed, the time expended thereon, and the dates of service. The District agrees to pay Accountant within thirty (30) days of receiving an invoice. The District shall have no obligation to make any payments until the

District accepts performance as satisfactory.

6. Intent of Parties. It is the expressed intent of the Parties that Accountant is an independent contractor and not the agent, employee or servant of the District, and that:

a. Accountant does not have the authority to act for the District, or to bind the District in any respect whatsoever, or to incur any debts or liabilities in the name of or on behalf of the District.

b. Accountant has and hereby retains control of and supervision over the performance of Accountant's obligations hereunder;

c. The District will not provide training or instruction to Accountant regarding the performance of services hereunder (except District will provide instruction on use of its software systems); and

d. Accountant will not receive benefits of any type from the District.

7. Insurance. Accountant shall maintain in full force and effect through the term of this Contract the following types of insurance in at least the limits specified Workmen's Compensation (Statutory minimum) and Professional Liability (\$2,000,000 minimum).

8. Indemnification. To the fullest extent permitted by law, Accountant agrees to indemnify and hold harmless the District, and its elected officials, its employees, and agents from and against all liability, claims, and demands, because of any injury, loss, or damage, to the extent caused by the negligent performance of the services hereunder. If such injury, loss, or damage, or any portion thereof, is caused by, or claimed to be caused by, the act, omission, or other fault of the Accountant, or any officer, employee, or agent of Accountant, or any other person for whom Accountant is responsible, the Accountant shall bear all other costs and expenses related thereto, including court costs and reasonable attorneys' fees. The Accountant's indemnification obligation shall not be construed to extend to any injury, loss, and damage, which is caused by the act, omission, or other fault of the District.

9. Compliance with Applicable Laws. The laws of the State of Colorado shall govern the validity, construction, interpretation, and effect of any Contract entered into. The Attorney shall comply with all applicable Federal, State, and local laws and regulations pertaining to the proper provision of services pursuant to this Contract.

10. Amendment. Any amendment to this Contract shall be in writing and agreed to by the Parties.

11. Independent Contractor.

a. Accountant shall perform services as an independent contractor to the District and shall not be deemed by virtue of this Contract to have entered into any partnership, joint venture, employer/employee or other relationship with the District other than as a

contracting party and independent contractor

b. Accountant shall be solely responsible for all compensation, benefits, insurance and employment related rights of any person providing the services hereunder during the course of or arising or accruing as a result of any event under this Contract, whether past or present, as well as all legal costs including attorney's fees incurred in the defense of any conflict or legal action resulting from such employment. The following disclosure is provided in accordance with Colorado law:

**ACCOUNTANT ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO UNEMPLOYMENT INSURANCE BENEFITS UNLESS ACCOUNTANT OR SOME ENTITY OTHER THAN THE DISTRICT PROVIDES SUCH BENEFITS. ACCOUNTANT FURTHER ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO WORKERS' COMPENSATION BENEFITS. ACCOUNTANT ALSO ACKNOWLEDGES THAT IT IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONEYS EARNED OR PAID PURSUANT TO THIS CONTRACT.**

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the dates shown.

**Accounting Services, LLC**

**Forest Lakes Metropolitan District**

\_\_\_\_\_  
By:  
Its: Member  
Date:

\_\_\_\_\_  
By:  
Its:  
Date:

## **CONTRACT FOR GRANT WRITING SERVICES**

This Contract For Grant Writing Services (the “Contract”) is entered into between the Forest Lakes Metropolitan District (“District”) and Sustainable Futures LLC (“Consultant”) (collectively referred to as “the Parties”) is as follows:

### **WITNESSETH:**

WHEREAS, the District is in need of assistance with identification, preparation, submittal, and management of grants; and

WHEREAS, Sustainable Futures LLC provides certain grant related services, and is willing and able to provide certain grant related services for the District;

THEREFORE, inconsideration of the mutual covenants hereinafter contained, the Parties hereby agree as follows:

1. Engagement. The District hereby engages Consultant, and Consultant hereby agrees to assist the District, as further outlined in this Contract. Notwithstanding the foregoing, Consultant shall not be limited by this Contract from performing services or work for other parties or clients, so long as such work does not create an apparent or actual conflict of interest.

2. Scope of Work. Consultant shall commence, perform and complete the following professional services: identification of potential grants for the District, preparation of grant applications, submittal of grant applications, and management of awarded grants. Consultant shall provide timely, clear and frequent communications with the District regarding the status of grant applications and awards. The District agrees to provide all required information and documentation to Consultant to assist with Consultant’s grant preparation and management, and the District shall decide which, if any, grants to submit applications for or accept.

3. Term. The services to be performed by Consultant shall begin upon full execution of this Contract and shall continue until this Contract is terminated. This Contract does not represent a multi-year fiscal obligation by the District as services may be terminated at any time if funds are not available or not appropriated for these services.

4. Termination. This Contract may be terminated by either party at any time by providing written notice to the other party. The Parties shall strive to provide at least thirty (30) days advance written notice to the other party, but such notice shall not be required.

5. Compensation. The District agrees to pay Consultant for all services under this Contract at the rate of \$85 per hour. Consultant agrees to bill the District monthly, indicating the services performed, the time expended thereon, and the dates of service. The District agrees to pay Consultant within thirty (30) days of receiving an invoice. The District shall reimburse Consultant for travel expenses directly related to Consultant’s work

performed under this Contract, and only after obtaining prior consent of the District's Manager. The District agrees to compensate Consultant \$200 for travel from home to the District and at IRS rates for mileage. The District shall have no obligation to make any payments until the District accepts performance as satisfactory.

6. Intent of Parties. It is the expressed intent of the Parties that Consultant is an independent contractor and not the agent, employee or servant of the District, and that:

a. Consultant does not have the authority to act for the District, or to bind the District in any respect whatsoever, or to incur any debts or liabilities in the name of or on behalf of the District.

b. Consultant has and hereby retains control of and supervision over the performance of Consultant's obligations hereunder;

c. The District will not provide training or instruction to Consultant regarding the performance of services hereunder; and

d. Consultant will not receive benefits of any type from the District.

7. Indemnification. To the fullest extent permitted by law, Consultant agrees to indemnify and hold harmless the District, and its elected officials, its employees, and agents from and against all liability, claims, and demands, because of any injury, loss, or damage, to the extent caused by the negligent performance of the services hereunder. If such injury, loss, or damage, or any portion thereof, is caused by, or claimed to be caused by, the act, omission, or other fault of the Consultant, or any officer, employee, or agent of Consultant, or any other person for whom Consultant is responsible, the Consultant shall bear all other costs and expenses related thereto, including court costs and reasonable attorneys' fees. The Consultant's indemnification obligation shall not be construed to extend to any injury, loss, and damage, which is caused by the act, omission, or other fault of the District.

8. Compliance with Applicable Laws. The laws of the State of Colorado shall govern the validity, construction, interpretation, and effect of any Contract entered into. The Consultant shall comply with all applicable Federal, State, and local laws and regulations pertaining to the proper provision of services pursuant to this Contract.

9. Amendment. Any amendment to this Contract shall be in writing and agreed to by the Parties.

10. Independent Contractor.

a. Consultant shall perform services as an independent contractor to the District and shall not be deemed by virtue of this Contract to have entered into any partnership, joint venture, employer/employee or other relationship with the District other than as a contracting party and independent contractor

b. Consultant shall be solely responsible for all compensation, benefits, insurance and employment related rights of any person providing the services hereunder during the course of or arising or accruing as a result of any event under this Contract, whether past or present, as well as all legal costs including attorney's fees incurred in the defense of any conflict or legal action resulting from such employment. The following disclosure is provided in accordance with Colorado law:

**CONSULTANT ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO UNEMPLOYMENT INSURANCE BENEFITS UNLESS CONSULTANT OR SOME ENTITY OTHER THAN THE DISTRICT PROVIDES SUCH BENEFITS. CONSULTANT FURTHER ACKNOWLEDGES THAT NEITHER IT NOR ITS AGENTS OR EMPLOYEES ARE ENTITLED TO WORKERS' COMPENSATION BENEFITS. CONSULTANT ALSO ACKNOWLEDGES THAT IT IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONEYS EARNED OR PAID PURSUANT TO THIS CONTRACT.**

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the dates shown.

**Sustainable Futures LLC**

**Forest Lakes Metropolitan District**

\_\_\_\_\_  
By: Leslie Klusmire  
Its: Member  
Date:

\_\_\_\_\_  
By:  
Its:  
Date:

**FOREST LAKES METRO DISTRICT**

**WELL PUMP LOG FROM WELL METERS**

**DATE:** 08/31/22

:Manager/MyDocuments/Brian/FLMD/Drinking  
Water/Wells

Month	WELL #1	GAL/MTH	WELL #2	GAL/MTH	WELL #3	GAL/MTH	WELL #4	GAL/MTH	WELLS TOTAL
Jan-22	99,672,600	379,200	137,667,152	2,032,864	128,110,800	765,100	49,176,608	567,060	3,744,224
Feb-22	100,040,200	367,600	139,667,984	2,000,832	128,858,300	747,500	49,763,492	586,884	3,702,816
Mar-22	100,429,200	389,000	141,826,912	2,158,928	129,649,400	791,100	50,382,612	619,120	3,958,148
Apr-22	100,828,100	398,900	144,050,704	2,223,792	130,463,100	813,700	51,020,628	638,016	4,074,408
May-21	101,132,100	304,000	146,731,680	2,680,976	131,455,000	991,900	51,801,676	781,048	4,757,924
Jun-22	101,977,400	845,300	150,338,416	3,606,736	132,763,000	1,308,000	52,835,344	1,033,668	6,793,704
Jul-22	102,557,100	579,700	153,165,472	2,827,056	133,812,000	1,049,000	53,663,820	828,476	5,284,232
Aug-22	103,202,100	645,000	156,233,248	3,067,776	134,958,400	1,146,400	54,565,532	901,712	5,760,888
Sep-22		0		0		0		0	0
Oct-22		0		0		0		0	0
Nov-22		0		0		0		0	0
Dec-22		0		0		0		0	0
<b>TOTAL/YR</b>		<b>3,908,700</b>		<b>20,598,960</b>		<b>7,612,700</b>		<b>5,955,984</b>	<b>38,076,344</b>



**FINANCIAL:** (See attached supporting documentation)

**PROPERTY TAX COLLECTION REPORT:** we have received ? of the levied Property Tax of \$703,984 or 96%

**WATER PUMPING:** In August, we pumped 5,760,888 million gallons of water between the 4 wells. This is up 500,000 gallons from July but within the normal range.

**2022 BUDGET INCOME/EXPENSE REPORT:**

**Due to problems transitioning to the new financial system this month’s report is not available.**

<b>General Fund</b> - Revenues at \$	of Budgeted,	Expenses at \$	of Budgeted or %
<b>Water Fund</b> - Revenues at \$	of Budgeted,	Expenses at \$	of Budgeted or %
<b>Sewer Fund</b> - Revenues at \$	of Budgeted,	Expenses at \$	of Budgeted or %
<b>OVERALL</b> - Revenues at \$	of Budgeted,	Expenses at \$	of Budgeted or %

**UNFINISHED BUSINESS:**

- A. **Verizon Cell Tower** – No update.

**NEW BUSINESS:**

- A. **Service Agreement 8001 – Driveway access to Pine Valley Road.**

*Requested by Dwayne Todd and son owners of formerly Horseman’s Lodge.*

A motion was made to approved said service agreement. The motion was seconded and unanimously approved.

- B. **Professional Services Contract for Accounting Services.**

A motion was made to approved said service contract. The motion was seconded and unanimously approved.

- C. **Professional Services Contract for Grant Writing Services**

A motion was made to approved said service contract. The motion was seconded and unanimously approved.

**RESOLUTIONS:** None

**APPROVAL OF DISBURSEMENTS:**

**Due to problems transitioning to the new financial system this month’s disbursement report will not be available until October Board Meeting.**

**ADJOURNMENT:**

There being no further business, the Board of Directors meeting was adjourned at 8:18 p.m. A motion was made to adjourn the Forest Lakes Metropolitan District Board of Directors meeting. The motion was seconded and was unanimously approved.

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Jamie Echeverri  
Board of Directors of the Forest Lakes Metropolitan  
District Secretary