



**MEETING NOTICE AND AGENDA  
FOREST LAKES METROPOLITAN DISTRICT  
BOARD OF DIRECTORS**

**WHEN: JULY 13, 2021**

**WHERE: PINE RIVER LIBRARY MEETING ROOM AND  
TELECONFERENCE VIA ZOOM (SEE BELOW)**

**TIME: 1:30 PM**

1. Call to Order
2. Board Roll Call (Recognize Guest Speakers)
3. Approval of Agenda
4. Approval of Previous Minutes
5. Special Business
  - A. Budget Committee (Mark Rushfeldt, Charissa Hannigan, and Keith Rountree) Updates
  - B. Recreation Committee (Derrick Martin, Mandy Roderick, and Keith Rountree) Updates
  - C. Personnel Committee (Mark Rushfeldt and Tony Schrier) Updates
6. Public Comments - Each speaker is limited to 5 minutes and needs to identify themselves with their full names and addresses)
7. Reports from Staff, Officers, Consultants and Committees
  - A. **MANAGER'S**
  - B. **OFFICE MANAGER/ADMINISTRATION**
  - C. **OPERATIONS & MAINTENANCE**
  - D. **FINANCIAL** (See attached supporting documentation)

**PROPERTY TAX DISTRIBUTION REPORT (See Exhibit A):** Through June 2021, we have received 97.9% (\$647,749) of the levied property tax (\$661,946) revenue for the year. The normal metric for this time of year (based upon an even distribution on a monthly basis over a 12-month period) would be 50%.

**WATER PUMPING (See Exhibit B):** In June 2021, we pumped about 6.2 million gallons of water between the 4 wells. In May 2021, we pumped about 4.6 million gallons of water. You can see the comparisons between all 3 years at this time, i.e., almost 4.5 million gallons in 2019, 5.7 million gallons in 2020 and 6.2 million gallons at this time in 2021.

**2021 BUDGET INCOME/EXPENSE REPORT (See Exhibit C)**

**General Fund** - Revenues at 66% of Budgeted, Expenses at 55% of Budgeted

**Water Fund** - Revenues at 53% of Budgeted, Expenses at 40% of Budgeted

**Sewer Fund** - Revenues at 64% of Budgeted, Expenses at 43% of Budgeted

**OVERALL** - Revenues at 61% of Budgeted, Expenses at 47% of Budgeted

8. Unfinished Business

**A.** Recreation Committee Initiatives

**B.** Rate Study Finalization (See Manager's Report #12)

9. New Business

10. Resolutions

**A.** Resolution 2021-08 – FLMD Service Plan Amendment

11. Approval of Disbursements – Move to approve the bills subject to review at time of signing

12. Adjournment

**NEXT REGULAR SCHEDULED MEETING: August 10<sup>th</sup>, 2021, at 1:30 p.m.**

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Join Zoom Meeting

<https://us02web.zoom.us/j/89265694091?pwd=RFNnbGEvL1paTXpWQktNZk9iR0p4QT09>  
<<https://us02web.zoom.us/j/89265694091?pwd=RFNnbGEvL1paTXpWQktNZk9iR0p4QT09>>

Meeting ID: 892 6569 4091

Passcode: 834909

One tap mobile

+13462487799,,89265694091#,,,,\*834909# US (Houston)

+16699009128,,89265694091#,,,,\*834909# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

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Exhibit A  
 Property Tax Collection Report

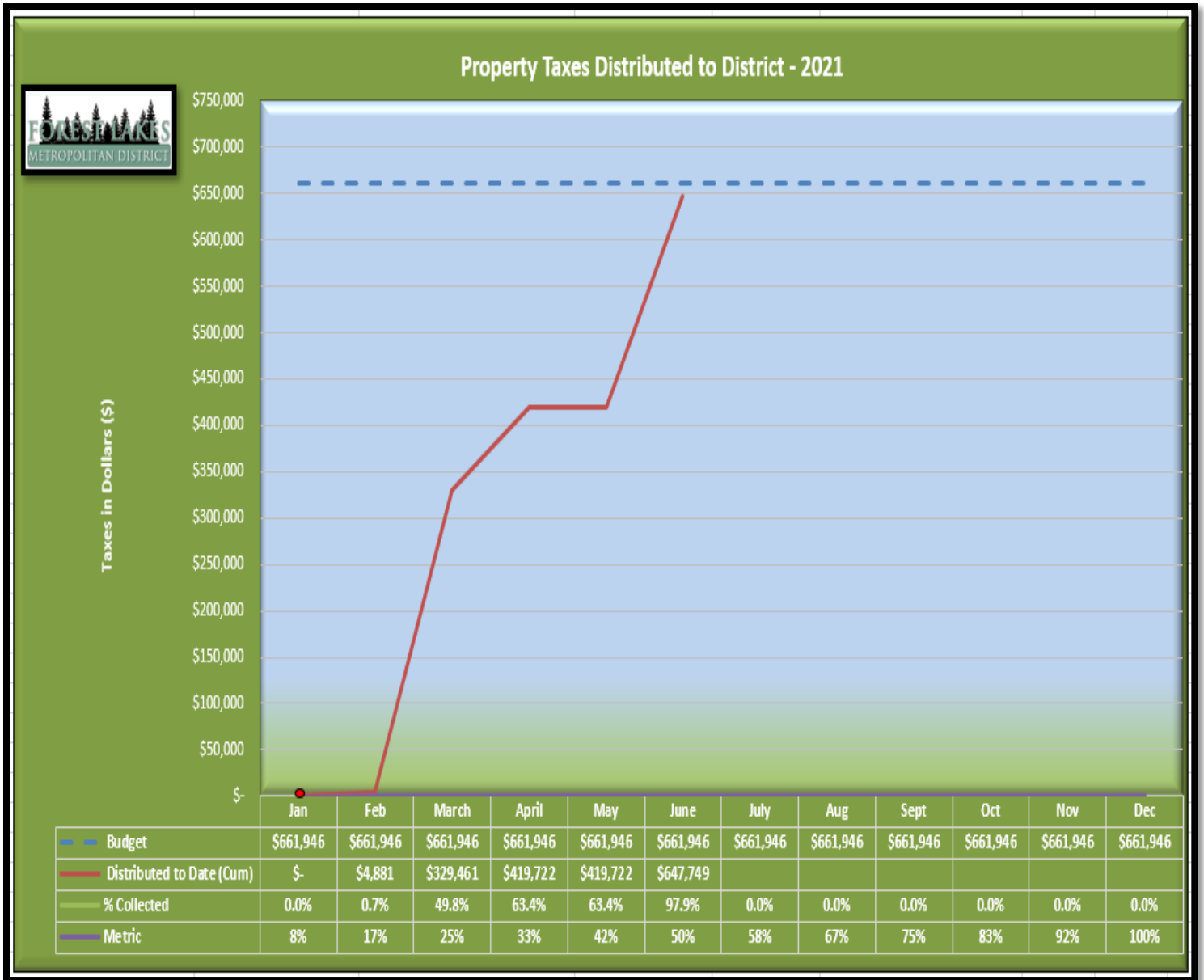




Exhibit C  
Income/Expense Data Dashboard

**Data Dashboard**

**June 2021 Revenue and Expenses Accounting**

Revenue (Accrued \$)				
Fund Type	Total Budget	YTD	Balance	% of Budgeted
General Fund	\$ 807,218	\$ 535,103.96	\$ 272,114	66%
Water Fund	\$ 723,368	\$ 386,757.06	\$ 336,611	53%
Sewer Fund	\$ 552,641	\$ 355,126.33	\$ 197,515	64%
<b>Totals</b>	<b>\$ 2,083,227</b>	<b>\$ 1,276,987.35</b>	<b>\$ 806,239</b>	<b>61%</b>

Expenses (Expended \$)				
Fund Type	Total Budget	YTD	Balance	% of Budgeted
General Fund	\$ 807,218	\$ 440,720.05	\$ 366,498	55%
Water Fund	\$ 723,368	\$ 292,558.05	\$ 430,810	40%
Sewer Fund	\$ 552,641	\$ 238,173.88	\$ 314,467	43%
<b>Totals</b>	<b>\$ 2,083,227</b>	<b>\$ 971,451.98</b>	<b>\$ 1,111,775</b>	<b>47%</b>

Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.
8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%

**Manager's Comments:**

- Expenses (YTD) do not exceed Revenue (YTD).
- Expenses are accumulating slower than Revenue is accruing (47% versus 61%).
- Assuming even distribution of Revenue accrued and Expenses "expended" on a monthly basis over a 12 month period, we are tracking well - 61% on Revenue and 47% for Expenses. 50% is the benchmark for June.

