



MEETING NOTICE AND AGENDA  
FOREST LAKES METROPOLITAN DISTRICT  
BOARD OF DIRECTORS

WHEN: APRIL 12, 2022

WHERE: TELECONFERENCE VIA ZOOM (SEE BELOW)

TIME: 7:00 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 Bruce Barrette Updates
  - B. Recreation Committee (Derrick Martin, Mandy Roderick, and Bruce Barrette Updates
  - C. Personnel Committee (Mark Rushfeldt) 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. MAINTENANCE
  - D. FINANCIAL (See attached supporting documentation)

**PROPERTY TAX COLLECTION REPORT (See Exhibit A):** Through March 2022, we have received 47.5% (\$334,254) of the levied property tax (\$703,894) revenue for the year.

**WATER PUMPING (See Exhibit B)** – In March, we pumped about 3.9 million gallons of water between the 4 wells. In February, we pumped about 3.7 million gallons of water. You can see the comparisons between all 3 years for the reported months, i.e., almost 4.6 million gallons in 2019, 3.0 million gallons in 2020, and 4.1 million gallons at this time in 2021. We started comparing/trending the above numbers against the amount of water that was billed.

**2022 BUDGET INCOME/EXPENSE REPORT (See Exhibit C)**

**General Fund** - Revenues at 31% of Budgeted, Expenses at 27% of Budgeted

**Water Fund** - Revenues a 21% of Budgeted, Expenses at 20% of Budgeted

**Sewer Fund** - Revenues at 24% of Budgeted, Expenses at 22% of Budgeted

**OVERALL** - Revenues at 26% of Budgeted, Expenses at 23% of Budgeted

8. Unfinished Business

A. In-person meetings – Discuss and provide direction to staff

9. New Business

A. Attorney selection process - Discuss and provide direction to staff

B. Sign for New District Office

C. Verizon Tower

D. Thank the Outgoing Board Members

E. Authorized Signer for Mortgage Loan – Vice President

10. Resolutions

A. Resolution 2022-05: Rates, Fees, Charges for Water/Sewer/Roads/Trash Service – Clarification

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

12. Adjournment

**NEXT REGULAR SCHEDULED MEETING: May 10<sup>th</sup>, 2022, at 7:00 p.m.**

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Join Zoom Meeting

<https://us02web.zoom.us/j/85471775739?pwd=ZkpjQjRkTHpkSFhYZVc5WXY0cFRUZz09>

Meeting ID: 854 7177 5739

Passcode: 556151

One tap mobile

+12532158782,,85471775739#,,,\*556151# US (Tacoma)

+13462487799,,85471775739#,,,\*556151# US (Houston)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 854 7177 5739

Passcode: 556151

Exhibit A  
 Property Tax Collection Report

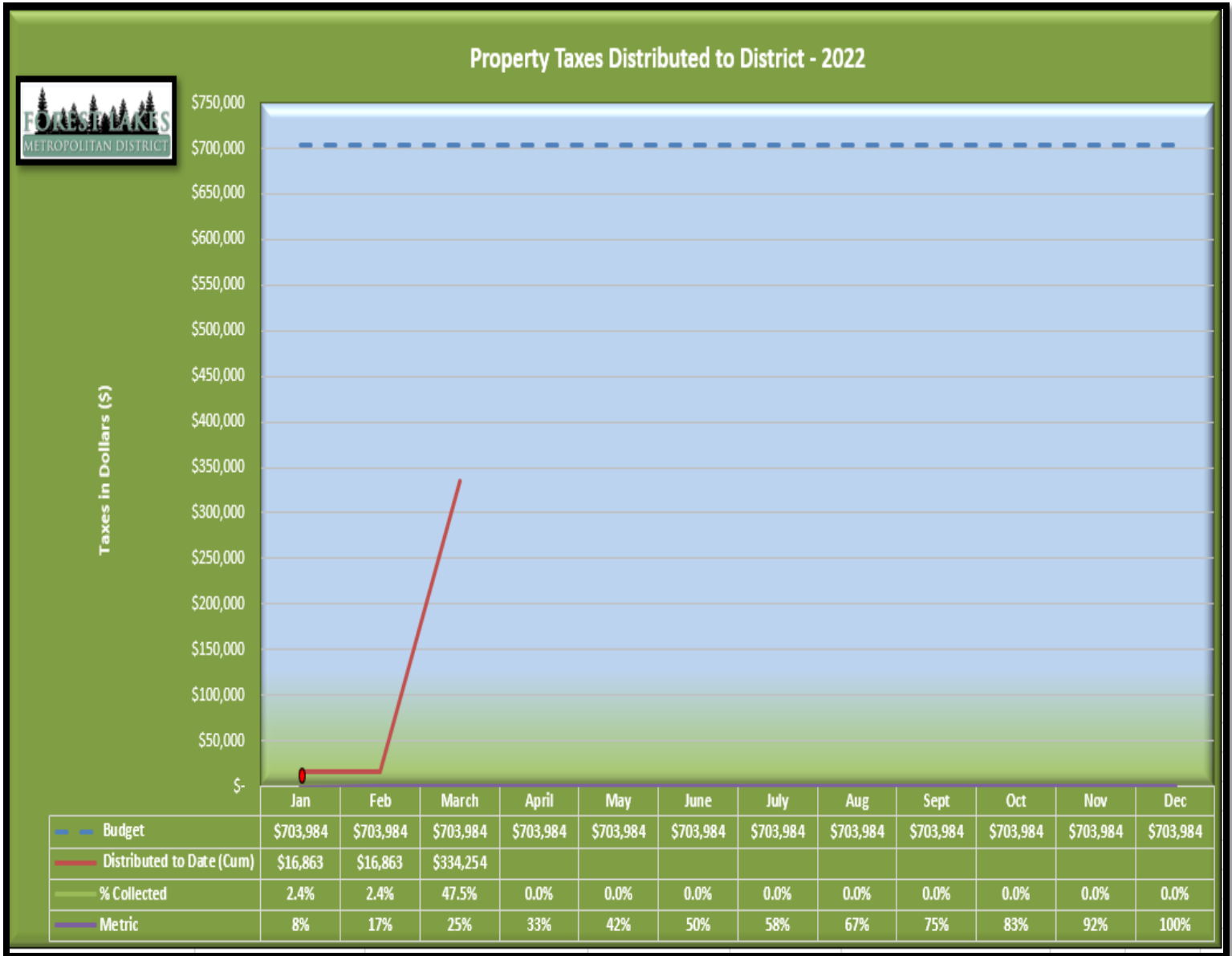




Exhibit C  
Income/Expense Data Dashboard

**March 2022 Revenue and Expenses Accounting**

Revenue (Accrued \$)				
Fund Type	Total Budget	YTD	Balance	% of Budgeted
General Fund	\$ 928,396	\$ 291,395.63	\$ 637,000	31%
Water Fund	\$ 909,570	\$ 191,908.13	\$ 717,661	21%
Sewer Fund	\$ 667,807	\$ 162,448.30	\$ 505,359	24%
<b>Totals</b>	<b>\$ 2,505,773</b>	<b>\$ 645,752.06</b>	<b>\$ 1,860,020</b>	<b>26%</b>

Expenses (Expended \$)				
Fund Type	Total Budget	YTD	Balance	% of Budgeted
General Fund	\$ 928,396	\$ 251,755.59	\$ 676,640	27%
Water Fund	\$ 909,570	\$ 181,623.00	\$ 727,947	20%
Sewer Fund	\$ 667,807	\$ 148,896.33	\$ 518,910	22%
<b>Totals</b>	<b>\$ 2,505,773</b>	<b>\$ 582,274.92</b>	<b>\$ 1,923,498</b>	<b>23%</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:**

1. Expenses (YTD) do not exceed Revenue (YTD).
2. Expenses are accruing slower than Revenue is accruing (23% versus 26%).
3. Assuming even distribution of Revenue accrued and Expenses "expended" on a monthly basis over a 12-month period, we are still tracking well - 26% on Revenue and 23% for Expenses. 25% is the benchmark for March.

