



THE FOREST LAKES FIRE DISTRICT REGULAR SESSION MEETING MINUTES JUNE 21, 2025- FOR POSTING



- 1 CALL TO ORDER at 10:01am. (Julie Swanson)
- 2 PLEDGE OF ALLEGIANCE.
- 3 ROLL CALL OF FIRE BOARD MEMBERS. (Dennis Massion, Israel Torres, Julie Swanson , Pete Batschelet, Sue Conrad) Dennis, Israel and Julie attended in person. Sue attended via TEAMS. Pet was not in attendance. Chief Rodriguez and Admin Wanda both in attendance. Public members John Nelson and Dick Zimmerman both in attendance.
- 4 CHAIRMAN'S WELCOME
- 5 CALL TO THE PUBLIC/AUDIENCE COMMENTS. No comments.
- 6 REVIEW AND APPROVE THE MINUTES FOR THE MAY17, 2025 REGULAR BOARD MEETING. Motion made by Dennis Massion and seconded by Sue Conrad, motion carried.
- 7 REVIEW AND APPROVE THE FINANCIAL STATEMENTS FOR MAY 2025

In accordance with the statutory requirements of A.R.S. 48-807, by virtue of accepting the entire detailed financial report the Board certified that:

- a. The District has reconciled all balance sheet accounts for the preceding fiscal month, and the Board has reviewed them.
- b. The District has produced a financial report for the preceding fiscal month, including a register of all checks, warrants, and deposits; a statement of the District's financial activities; and a statement of the District's net assets.
- c. The District has produced a cash flow projection report for the current fiscal year and said report has been updated to include the actual revenues and expenditures for the preceding fiscal month.
- d. The Governing Board has reviewed the financial reports, the updated cash flow projection report, and all month-end fund statements and reports of the preceding month, including any reports provided by the County Treasurer and each of the financial institutions in which the District maintains an account.

The District is in compliance pursuant to A.R.S. 48-807 (N) & (O) and no reports indicate an adverse impact on the ongoing operations or liquidity of the District.

Dennis Massion and seconded by Sue Conrad, motion carried.



Forest Lakes Fire District May 2025 General Fund Financial Packet Cover Sheet



May 2025 =91.67%

Monthly Revenue: \$ 44,183.26

YTD Revenue \$ 1,310,603.28 = 87.6%

Monthly Expenses: \$ 127,181.90

YTD Expenses \$ 1,087,689.43 = 72.7%

Monthly Net Gain/Loss: \$ -82,998.64

YTD Net Gain/Loss: \$ 222,913.85

End of Month Cash Balance: \$ 474,685.40

Total Budget: \$ 1,495,442.00



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Forest Lakes Fire District FY 24-25 Cash Flow Projections

	A	B	C	D	E
1		\$253,721.94			
2		1st Qtr	Jul-24	Aug-24	Sep-24
3			Actual	Actual	Actual
4		Income	\$17,408.95	\$42,576.06	\$59,488.24
5		Expense	\$108,342.04	\$79,314.11	\$144,194.17
6		Income%	1.27%	3.11%	4.34%
7		Expense%	7.91%	5.79%	10.52%
8		Cash Balance	\$162,788.85	\$126,050.80	\$41,344.87
9		2nd Qtr	Oct-24	Nov-24	Dec-24
10			Actual	Actual	Actual
11		Income	\$287,384.64	\$393,764.88	\$123,824.46
12		Expense	\$77,658.03	\$162,092.12	\$73,346.43
13		Income%	20.97%	28.73%	9.04%
14		Expense%	5.67%	11.83%	5.35%
15		Cash Balance	\$270,651.86	\$488,171.76	\$535,010.89
16		3rd Qtr	Jan-25	Feb-25	Mar-25
17			Actual	Actual	Actual
18		Income	\$66,168.72	\$26,555.70	\$53,828.01
19		Expense	\$91,601.94	\$89,023.55	\$55,003.80
20		Income%	4.83%	1.94%	3.93%
21		Expense%	6.68%	6.50%	4.01%
22		Cash Balance	\$509,577.67	\$447,109.80	\$445,934.01
23		4th Qtr	Apr-25	May-25	Jun-25
24			Actual	Actual	Projected
25		Income	\$195,411.37	\$44,183.26	\$72,773.69
26		Expense	\$113,092.59	\$127,181.90	\$95,011.00
27		Income%	14.26%	3.22%	5.31%
28		Expense%	8.25%	9.28%	6.93%
29		Cash Balance	\$528,252.79	\$474,685.38	\$452,448.07
30		Approved Budget	Projected EOY CB:		\$452,448.07
31		\$1,370,368	Difference:		\$ 198,726
32		A v P REV	100.95%		
33		A v P EXP	88.73%		



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8 BUSINESS

- a. Discussion and Possible Action re: Approve FY2025-26 Operating Budget and FY2026/27 Forecast for Submittal to County Board of Supervisors. (Julie)
Note: These documents are published on our website, and there have been no comments from the public.
Motion made by Dennis Massion and seconded by Sue Conrad, motion carried.
- b. Discussion and Possible Action re: Compliance with Auditor General FY2025-26 Budget Submittal to County Treasurer (Pete)

Note: As this one-page document requires the signatures of all board members, and since Pete will not be in attendance, with his verbal permission we will use his signature stamp to complete the form.

- c. Policies, Procedures and Bylaws Updates. (Dennis)
 - i. Discussion and Possible Action re: POLICY 21 - Pay scale, only one update was necessary going forward from last year.
Motion made by Dennis Massion and seconded by Sue Conrad, motion carried.
 - ii. Discussion and Possible Action re: POLICY 2 - Review and clarify #16, Fire Chief Specific Duties.
This policy was tabled until next meeting.
- d. COUNTY BOARD OF SUPERVISORS MEETING (John N)
 - i. Provide overview of June 3rd Meeting.



Wildfire Insurance
Crisis.pptx

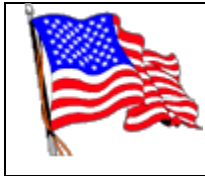
John Nelson presented the above slide show.

John also discussed the Community Wildfire Protection Plan. The county has been awarded a grant to create a plan but currently does not have a plan.

There was a discussion with the board as to if they needed to get involved or if FLOA was a more appropriate entity to assist with this plan and the homeowner's insurance rates.

9 FIRE CHIEF'S REPORT (Dave)

- a. Discuss FLFD Open House upcoming in one week, June 28th
Chief Rodriguez suggested canceling event due to staff shortage and the following weekend being 4th of July, the board members deferred to his suggestion.
- b. Update on June 30th quarterly financial review.
Per Wanda, this quarterly review cannot be submitted until July after the quarter is complete.
- c. Grant activities
We received grant and we are able to treat 41 acres. 6 acres have been completed, approved and paid for.
- d. EMS Receivables and call volume report
Receivables are starting to pick up due to call volume. During an 8 day stretch, we had 5 fatalities. This was mostly due to driver error.
Chief Rodriguez also reported that the lot on the corner of Merzville and 260 has been cleaned up by volunteers.
He also reported that Dave Gardner made and donated a maltase cross with our logo in it.



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- 9 CALL TO THE PUBLIC/AUDIENCE COMMENTS. No comments
- 10 FIRE BOARD COMMENTS -Israel told the board that the senate ended a bill in the wee hours of the morning. He has not had a chance to review it yet, but will have an update next month.
- 11 ADJOURNMENT at 11:00am.