



**FOREST LAKES FIRE DISTRICT BOARD  
REGULAR SESSION MEETING MINUTES  
JUNE 15, 2024-FOR POSTING**



- 1 Call To Order. (John Hennessey)  
Chairman John Hennessey called the meeting to order at 10:05 am.
- 2 Pledge Of Allegiance.
- 3 Roll Call of Fire Board Members. (John Hennessey, Dennis Massion, Israel Torres, Julie Swanson and Pete Batschelet) Let the record show Pete Batschelet was not in attendance.
- 4 Chairman’s Welcome and Activity Report. (John)  
Welcome to the June meeting of the Forest Lakes Fire Board, on the summer schedule, which is back to the third Saturday of the month at 10 am at the fire station.  
Clerk Swanson and Wanda will be responsible for publishing today’s meeting minutes.  
Thanks to all the board members who volunteered to serve ice cream at the Memorial Day Ice Cream Social.  
Judy Begay, newly elected Chair of the Coconino County Board of Supervisors, will be joining us for our July 20<sup>th</sup> board meeting. We will be District 3 going forward.
- 5 Call To the Public/Audience Comments.  
Dick Zimmerman was the only one in attendance. He had no comments.
- 6 Review And Approve the Minutes for the May 18, 2024 Regular Board Meeting.  
Israel Torres made the motion and Dennis Massion seconded the motion. Motion was approved unanimously.
- 7 Review And Approve the Financial Statements for May 2024. (Pete)  
In Treasurer Bachelet’s absence, Chairman Hennessey gave a brief status update. Budget is on target for this year, next month PB will give report and we will defer approval till then.  
Pete will give a full report at next month’s meeting, which will also be the year-end report.



**Forest Lakes Fire District  
May 2024  
General Fund Financial Packet Cover Sheet**



May 2024 =91.67%

<b>Monthly Revenue: \$ 42,863.17</b>	<b>YTD Revenue \$ 1,166,728.27 = 90.5%</b>
<b>Monthly Expenses: \$ 153,614.55</b>	<b>YTD Expenses \$ 1,179,385.29 = 84.2%</b>
<b>Monthly Net Gain/Loss: \$ 110,751.38</b>	<b>YTD Net Gain/Loss: \$ 12,657.02</b>
<b>End of Month Cash Balance: \$ 323,003.31</b>	<b>Total Budget: \$ 1,430,765.00</b>



# FOREST LAKES FIRE DISTRICT BOARD REGULAR SESSION MEETING MINUTES JUNE 15, 2024-FOR POSTING



## Forest Lakes Fire District FY 23-24 Cash Flow Projections

	A	B	C	D	E
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37					

8 Business.

- a. Discussion and Possible Action re: Approve FY2024-25 Operating Budget and FY2025-26 Forecast for Submittal to County Board of Supervisors by June 30<sup>th</sup>. (John)

Per standard operating procedure for FLFD, the budget presented here for final board approval was presented to the board at the April board meeting for approval to publish on the FLFD web site. That same budget was presented to the public at the May board meeting. Public comments were accepted through May 31<sup>st</sup>. There being no comments, the final budget is as presented, with no changes.

John sought seek a motion to approve the budget document as presented for submittal to the County Board of Supervisors by June 30<sup>th</sup>. Israel Torres made the motion, seconded by Dennis Massion.

A motion has been made and seconded. Is there any further discussion? There being none, John called the question. Let the record reflect the motion was approved unanimously.



**FOREST LAKES FIRE DISTRICT BOARD  
REGULAR SESSION MEETING MINUTES  
JUNE 15, 2024-FOR POSTING**



Appropriate signatures were gathered after the meeting. Treasurer Batschelet, Chairman of the Finance Committee, has authorized use of his signature stamp on the submittal.

**FOREST LAKES FIRE DISTRICT**  
**FY2024/2025 AND PROJECTED FY 2025/2026 APPROVED NTE OPERATING BUDGET**

	GENERAL FUND	FY 24/25	FY 25/26
<b>EXPENSES</b>			
PERSONNEL SALARIES		\$ 707,865	\$ 735,299
EMPLOYEE BENEFITS		\$ 132,052	\$ 135,299
INSURANCE		\$ 45,995	\$ 48,755
FIRE DEPARTMENT ADMINISTRATION		\$ 175,399	\$ 178,261
FUEL, OIL, LUBE, R&M		\$ 64,200	\$ 68,052
FIRE & EMS OPERATIONS		\$ 54,648	\$ 62,090
BUILDING & GROUNDS R & M		\$ 9,495	\$ 10,065
UTILITIES		\$ 61,087	\$ 64,752
CAPITAL EXPENDITURES		\$ 70,705	\$ 65,000
DEBT SERVICE		\$ 48,922	\$ 48,922
CONTINGENCY (Unplanned Spend)		\$ 125,074	\$ 130,257
	<b>SUBTOTAL</b>	<b>\$ 1,495,442</b>	<b>\$ 1,546,752</b>
<b>REVENUES</b>			
PROPERTY TAXES		\$ 912,059	\$ 953,102
FIRE DISTRICT ASSISTANCE TAX		\$ 164,171	\$ 171,558
ENTERPRISE ACCOUNT (NON-TAX)		\$ 295,680	\$ 291,835
DISTRICT FUNDS		\$ 123,532	\$ 130,257
	<b>SUBTOTAL</b>	<b>\$ 1,495,442</b>	<b>\$ 1,546,752</b>
	<b>TAX RATE</b>	<b>\$3.7500</b>	<b>\$3.7500</b>

Pursuant to A.R.S. §48-807 notice is hereby given to the members of the Forest Lakes Fire District Board and General Public that the Forest Lakes Fire Board has approved the **FY 2024-2025 & FY 2025-2026 Proposed Not to Exceed Operating Budget** during a regular meeting held on **June 15th, 2024** at the Forest Lakes Fire Station; 1508 Merzville Road, Forest Lakes, AZ 85931

- b. Discussion and Possible Action re: Compliance with Auditor General FY2024-25 Budget Submittal to County Treasurer by August 1<sup>st</sup>. (John)

For the record, the budget document just approved is the one the district uses to manage its finances for the coming fiscal year, which begins July 1<sup>st</sup>. The Auditor General has levied a requirement that the district submit the budget in a different format, which is due to the County Treasurer August 1<sup>st</sup>. That submittal will be prepared and posted as required, using the same data for the County submittal, but in a different format.

- c. Status Update re: Chief’s Annual Performance Review for the Period July 1, 2023 Through June 30, 2024. (John)

As part of FLFD’s best practice performance evaluation, Chief Rodriguez’s last annual review was conducted on August 11, 2023 by Chairman John Hennessey. For the record, Chief has now completed 16 years of continuous service to the District. This review covers the period of performance from July 1, 2023 through June 30, 2024. Input has been provided for the subject period of performance from each Board member. Per previous practice, and with agreement from the Board and Chief, Chairman Hennessey compiled the submitted comments and discussed them with Chief Rodriguez one-on-one June 5, 2024. The review document formalizes and documents these actions.

While the document itself is subject to Executive Privilege and is not releasable to the public, the following summary was shared in a public forum.



**FOREST LAKES FIRE DISTRICT BOARD  
REGULAR SESSION MEETING MINUTES  
JUNE 15, 2024-FOR POSTING**



*Overall, Dave’s performance over this past 12 months has been very strong with many achievements and accomplishments. The Board is pleased with his overall performance as it helps demonstrate why Forest Lakes Fires District is acknowledged as one of the very best fire districts in Arizona, a distinction we wish to maintain. The Board also acknowledges that Dave has invested significant time and energy in getting all this done and we thank him for all his efforts. We are pleased with all of Dave’s efforts this year and are glad he continues in his role as our fire chief.*

d. Discussion and Possible Action re: Chief’s New Two-Year Employment Contract. (John)

Dave’s current contract expires June 30<sup>th</sup>. His new employment contract again runs for two years, effective July 1, 2024 through June 30, 2026. It is very much like his previous contract with the agreed upon change in salary per our STRAP discussions last year, including provisions for retirement and health care coverage. The document has been reviewed by our attorney, the board and Chief Rodriquez.

John sought a motion to approve the contract as presented. Israel Torres made the motion with Dennis Massion seconding. Is there any further discussion? There being none, John called the question. Let the record reflect the motion was approved unanimously.

Appropriate signatures were gathered following the meeting.

e. Discussion and Possible Action re: Gila County Mutual Aid Agreement.

**Gila County Fire Chief’s Association  
Mutual Aid Agreement**

**Including the following fire departments or  
Fire districts in:**

**NORTHERN GILA COUNTY**

- PAYSON FIRE DEPARTMENT
- PINE-STRAWBERRY FIRE DISTRICT
- HELLSGATE FIRE DISTRICT
- HOUSTON MESA FIRE DISTRICT
- CHRISTOPHER-KOHL’S FIRE DISTRICT
- WATERWHEEL FIRE AND MEDICAL DISTRICT
- GISELA VALLEY FIRE DISTRICT

**SOUTHERN GILA COUNTY**

- GLOBE FIRE DEPARTMENT
- TRI-CITY FIRE DISTRICT
- PLEASANT VALLEY FIRE DISTRICT
- TONTO BASIN FIRE DISTRICT

**COCONINO COUNTY**

- BLUE RIDGE FIRE DISTRICT
- FOREST LAKES FIRE DISTRICT

Chief David Rodriquez explained this is an agreement we have participated with in the past and it is a great tool for continued cooperation between departments. It was asked if we have one with Heber-Overgaard and the answer is yes we do.



FOREST LAKES FIRE DISTRICT BOARD  
REGULAR SESSION MEETING MINUTES  
JUNE 15, 2024-FOR POSTING



A motion to sign this agreement was made by Dennis Massion and seconded by Israel Torres. The motion was approved unanimously.

Subject signatures were gathered following meeting.

- f. Status Update re: Master Plan Committee Design and Construction Utilizing a Bunger Steel Alternate Concept for Housing the FEL. (John/Dave)

With the failure of our pursuit of a grant from DFFM, we are looking at a more cost-effective solution to housing the FEL. We have determined that a steel building can nominally be constructed for about half the cost of that proposed with DFFM, with additional savings possible utilizing a Value Engineering approach. This approach will require the leadership and guidance of the Master Plan Committee, which has been on hold. The previous embodiment of the committee included Chief Rodriguez, Scooter Bennett, Denny Walter and John Hennessey. We will be adding Pete Batschelet for the new endeavor. Pete will be available in July.

- g. Status Update re: New B-12 Procurement and Entry into Service.  
Chief David Rodriguez stated he has received 1 quote and is currently waiting on 2 others for the lights, siren and radio package.
- h. Status Update re: Upcoming Special District Candidate Election Application Filing Period.  
Wanda stated that we are on target with the upcoming election. Israel Torres will be filling out a nomination form after the meeting to be filed. We have a potential candidate for the other remaining seat. We also have an interim for the replacement of John Hennessey when his home sells.
- i. Status Update re: Grant Activities.  
Chief David Rodriguez stated there is a grant opportunity for some wildland and structural gear. Dick Zimmerman is assisting with this grant.
- j. Status Update re: Governmental Advocacy Committee.  
Israel Torres said the session is finally slowing to a halt. It has been a very tough session. Last year there was a couple of billion dollars extra and this year there is a billion dollar deficit. This has caused lots of cuts.

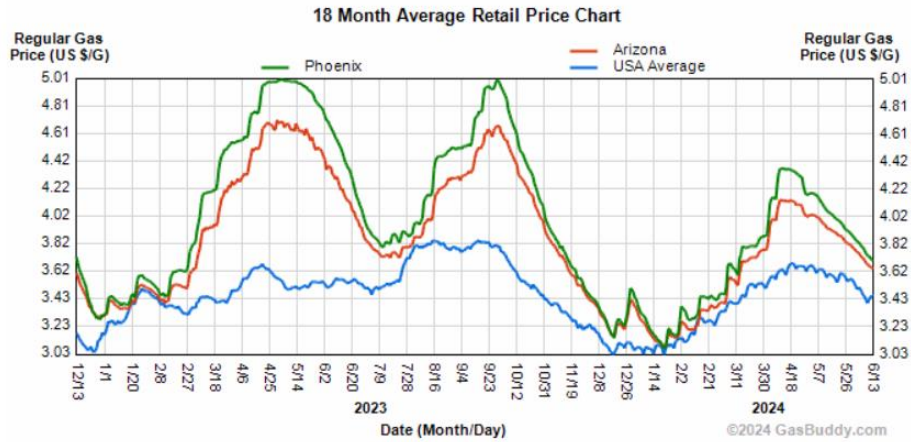
HB2767 Mutual Aid Compact was signed. This is beneficial to us.

- k. Status Update re: EMS Receivables and Call Volume Report.  
Chief David Rodriguez stated that call volume is increasing both with transports and to landing zones. He stated it will take a couple of months to see the revenue increase.
- l. Establish ODS Reimbursement Rate for the Next Month. (John)

Gas prices appear to be in the \$3.50 to \$3.99 range, resulting in a \$0.50 per mile rebate through June 30<sup>th</sup>. Subsequently, the rebate goes away, replaced by an hourly rate increase over the next two-year period.



# FOREST LAKES FIRE DISTRICT BOARD REGULAR SESSION MEETING MINUTES JUNE 15, 2024-FOR POSTING



Average Cost of Fuel per Gallon in Maricopa County	ODS Mileage Rebate, Cents per Mile, One Way Travel
\$4.00 and above	62.5
\$3.50 to \$3.99	50.0
\$3.00 to \$3.49	25
\$3.00 and below	0

Dennis Massion made a comment that he feels the rebate is unrealistic in his experience and wanted his statement on the record.

m. Status Update: Open House (Dave/Wanda)

## FOREST LAKES FIRE DISTRICT ANNUAL OPEN HOUSE SATURDAY JUNE 29<sup>TH</sup>, 2024 10AM TO 1PM

FOR THE KIDS

- > GIFT BAGS
- > FIRE TRUCKS-HOSE SQUIRTING
- > RESCUE TRUCK & HELICOPTER

FOOD & MORE

- > FREE HOT DOGS-CHIPS & DRINK
- > POPCORN
- > EDUCATIONAL INFORMATION

We are on track with the open house and will showcase many organizations associated with the FD and of interest to the community.



FOREST LAKES FIRE DISTRICT BOARD  
REGULAR SESSION MEETING MINUTES  
JUNE 15, 2024-FOR POSTING



9 Fire Chief's Report.

Chief David Rodriguez states that seasonal resident Bill Morgan is a qualified loader operator and will be assisting with the GWTS.

He suggests that a celebration for John Hennessey should be held August 17, 2024 in appreciation for his outstanding service to the FLFD and the community.

The Auxiliary promised \$25k towards the purchase of a heart monitor (cost \$34k).

Game & Fish are ramping up saturation patrols for safety.

Chief showed a very powerful video to illustrate the dangers of off-road vehicles and the need for education.

10 Call To the Public/Audience Comments.

Dick Zimmerman stated the Auxiliary has \$13,163 in their account for FLFD heart monitor. He also stated he had an unsatisfactory experience with Bunger Steel.

11 Fire Board Comments.

Israel Torres wished to acknowledge the efforts of Chief and Wanda with the open house.

12 Adjournment at 11:12am