



**FOREST LAKES FIRE DISTRICT BOARD
REGULAR SESSION MEETING MINUTES
May 16, 2026-for posting**



- 1 CALL TO ORDER at 10:00am. (Julie Swanson)
- 2 PLEDGE OF ALLEGIANCE.
- 3 ROLL CALL OF FIRE BOARD MEMBERS. (Julie Swanson, Dennis Massion, Israel Torres, Sue Conrad and Pete Batschelet) All member were present with Sue Conrad present via TEAMS. Also present was John Nelson via TEAMS as well as Chief Rodriquez and Wanda Bennett.
- 4 CHAIRMAN’S WELCOME AND ACTIVITY REPORT. (Julie)
- 5 CALL TO THE PUBLIC/AUDIENCE COMMENTS. Dino Cerche was present and gave a Firewise update to the board members. The final draft of the Firewise document has been submitted to Chris Reed our Forestry contact. We currently have a 3-year plan and have been meeting the requirements but are now receiving credit for our efforts. Forest Lakes has 976 units so we are required to provide 976 hours of service per year and/or \$33,905.04 per year. By the end of April we have met and exceeded the requirement for the year, so we are in a very good position.
- 6 REVIEW AND APPROVE THE MINUTES FOR THE APRIL 18, 2026 REGULAR BOARD MEETING. (Julie) Dennis Massion made the motion to approve the minutes from the March Board Meeting. Israel Torres seconded the motion, motion carried.
- 7 REVIEW AND APPROVE THE FINANCIAL STATEMENTS FOR APRIL 2026. (Pete)



**Forest Lakes Fire District
April 2026
General Fund Financial Packet Cover Sheet**



April 2026 =83.33%

Monthly Revenue: \$ 197,381.64

YTD Revenue \$ 1,290,990.22 = 84.9%

Monthly Expenses: \$ 89,002.65

YTD Expenses \$ 952,281.63 = 62.6%

Monthly Net Gain/Loss: \$ 108,378.99

YTD Net Gain/Loss: \$ 338,708.59

End of Month Cash Balance: \$ 609,350.70

Total Budget: \$ 1,520,446.00



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**FOREST LAKES FIRE DISTRICT
FY 25-26 CASH FLOW PROJECTIONS**

	A	B	C	D	E
2		\$402,651.00			
3		1st Qtr	Jul-25	Aug-25	Sep-25
4			Actual	Actual	Actual
5		Income	\$37,899.34	\$11,781.82	\$77,935.67
6		Expense	\$111,484.87	\$79,723.87	\$91,012.82
7		Income%	2.73%	0.85%	5.62%
8		Expense%	8.04%	5.75%	6.56%
9		Cash Balance	\$322,056.56	\$254,474.51	\$214,734.67
10					
11		2nd Qtr	Oct-25	Nov-25	Dec-25
12			Actual	Actual	Actual
13		Income	\$365,579.26	\$321,500.56	\$130,651.04
14		Expense	\$193,896.37	\$91,797.10	\$72,738.36
15		Income%	26.36%	23.18%	9.42%
16		Expense%	13.98%	6.62%	5.24%
17		Cash Balance	\$415,842.06	\$645,544.84	\$651,056.39
18					
19		3rd Qtr	Jan-26	Feb-26	Mar-26
20			Actual	Actual	Actual
21		Income	\$46,709.36	\$46,254.42	\$55,297.11
22		Expense	\$77,786.47	\$63,961.06	\$81,598.04
23		Income%	3.37%	3.33%	3.99%
24		Expense%	5.61%	4.61%	5.88%
25		Cash Balance	\$619,979.28	\$602,272.64	\$575,971.71
26					
27		4th Qtr	Apr-26	May-26	Jun-26
28			Actual	Projected	Projected
29		Income	\$197,381.64	\$84,156.00	\$79,658.00
30		Expense	\$89,002.65	\$130,242.00	\$104,253.00
31		Income%	14.23%	6.07%	5.74%
32		Expense%	6.42%	9.39%	7.52%
33		Cash Balance	\$684,350.70	\$638,264.70	\$613,669.70
34		Approved Budget	Projected EOY CB:		\$488,669.70
35		\$1,387,124	Difference:		\$ 86,019
36		A v P REV	100.00%		
37		0 A v P EXP	100.00%		



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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.

Pete reviewed the financials and made a motion to approve financials. It was seconded by Israel Torres, motion carried.

8 BUSINESS.

- a. Finance Committee Presentation to the Public re: Proposed FY26/27 Budget and the FY27/28 Forecast. (Pete) Pete presented next years' budget and a copy of the presentation can be found on the Department website.
- b. Board approved a raise in salary for Chief, in November 2025 to \$115,000 annually, to take effect on January 01, 2026.

There is still a question pending of additional compensation which was previously discussed last year, to be effective July 01, 2026. No vote was taken at the time. Discussion and possible vote. (?) Of note: Chief and Wanda are receiving additional compensation for the insurance premiums they are paying out of pocket.

There was a discussion of compensation for the chief and it was mentioned that he took a lower salary for several years due to the limited funds of the district. Possible new salary will be included in the Chief's contract which will be effective July 1, 2026.
- c. The IGA contract with the City of Flagstaff (for dispatch services) is set to renew effective July 01, 2026 through June 30, 2030. Board members have been provided with copies of the contract. Board will review and vote to approve. (Julie) Motion was made by Julie Swanson to approve the IGA and seconded by Israel Torres, motion carried.
- d. Also on the table is a Waiver of Conflict of Interest and Consent to Joint Representation by our Attorney, Bill Whittington, for Gila County's Fire Chiefs Mutual Aid Agreement. Board members have copies of the consent agreement. Board will review and vote to approve. (Julie) Motion was made by Dennis Massion to approve the Conflict of Interest and seconded by Pete Batschelet, motion carried.
- e. The IGA contract with the Coconino County (for sheriff's office lease) is set to renew effective July 01, 2026 through June 30, 2028. Board members have been provided with copies of the contract. Board will review and vote to approve. (Julie) Motion was made by Pete Batschelet to approve the IGA and seconded by Sue Conrad, motion carried.
- f. Status Update re: Chief's Employment Contract, Which Expires June 30, 2026. (Julie) Discussed earlier in Item B.



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- g. Status Update re: Required Actions for Upcoming Board Member Elections. We have three potential vacancies on the Board; Dennis, Pete, Julie. Dennis has already indicated that he will not run for another term. Therefore, any interested party must declare as nominating petitions must be filed by July 06, 2026, upon advice of Clerk Torres. One or two possible candidates have been identified, but we have not received any definite notice of interest on their parts. If there are more candidates than openings on the board, we the board must make a resolution calling for ballot position in the consolidated election on Nov. 03, 2026 .(Julie) A motion was made by Sue Conrad and seconded by Dennis Massion to call for an election on November 3, 2026. The motion passed with all in agreement.
- h. Status Update re: Other Grant Activities. (John Nelson) It is a busy time of the year for the Firewise grant. Currently there are no FEMA grants available.
- i. Status Update re: Governmental Advocacy Committee. (Israel) The governor will not hear any bills until a new budget is passed.

9 FIRE CHIEF'S REPORT. (Chief Rodriquez)

Replacement batteries, recalibration and tune up of heart monitors and Power Load gurneys. Cost impact \$22,000

Alexis Long has started a water drive for the department, and the chief would like to thank her for her efforts to support the department.

The department will be starting up a drone program. We currently have 3 licensed operators, Dino Cerche, Dave Gardener and Richard Ellis.

DFFM rates have increased so we are able to bill more for any fires we respond to.

Next meeting the chief would like to review the possibility of gas reimbursements du to the increase in fuel costs and the impact it has on coverage.

10 CALL TO THE PUBLIC/AUDIENCE COMMENTS. None

11 FIRE BOARD COMMENTS. Dennis would like to have policy reviews on the next agenda.

12 ADJOURNMENT at 11:12am.