



THE FOREST LAKES FIRE DISTRICT REGULAR SESSION MEETING MINUTES AUGUST 16, 2025-FOR POSTING



- 1 CALL TO ORDER at 10:02 am. (Julie Swanson)
 - 2 PLEDGE OF ALLEGIANCE.
 - 3 ROLL CALL OF FIRE BOARD MEMBERS. (Sue Conrad, Dennis Massion, Israel Torres, Julie Swanson and Pete Batschelet) All members in attendance, with Israel Torres attending via TEAMS. Also in attendance were Chief Rodriquez and Wanda Bernett.
 - 4 CHAIRMAN'S WELCOME AND ACTIVITY REPORT (Julie)
Labor Day ICS. Just a reminder for board members to attend if able to do so.
 - 5 CALL TO THE PUBLIC/AUDIENCE COMMENTS. -No public in attendance.
 - 6 REVIEW AND APPROVE THE MINUTES FOR THE JULY 19, 2025 REGULAR BOARD MEETING. Motion made by Dennis Massion and seconded by Sue Conrad, motion carried.
 - 7 REVIEW AND APPROVE THE FINANCIAL STATEMENTS FOR JULY 2023. (Pete)
- 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.

Motion made by Dennis Massion and seconded by Sue Conrad, motion carried.



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



July 2025 =8.33%

Monthly Revenue: \$ 37,899.34

YTD Revenue \$ 37,899.34 = 2.5%

Monthly Expenses: \$ 111,484.87

YTD Expenses \$ 111,484.87 = 7.3%

Monthly Net Gain/Loss: \$ -73,585.53

YTD Net Gain/Loss: \$ -73,585.53

End of Month Cash Balance: \$ 322,056.56

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	Projected	Projected
5		Income	\$37,899.34	\$64,658.00	\$77,158.00
6		Expense	\$111,484.87	\$130,242.00	\$104,253.00
7		Income%	2.73%	4.66%	5.56%
8		Expense%	8.04%	9.39%	7.52%
9		Cash Balance	\$322,056.56	\$256,472.56	\$229,377.56
10					
11		2nd Qtr	Oct-25	Nov-25	Dec-25
12			Projected	Projected	Projected
13		Income	\$264,669.00	\$282,453.00	\$94,942.00
14		Expense	\$142,103.00	\$139,743.00	\$90,821.00
15		Income%	19.08%	20.36%	6.84%
16		Expense%	10.24%	10.07%	6.55%
17		Cash Balance	\$351,943.56	\$494,653.56	\$498,774.56
18					
19		3rd Qtr	Jan-25	Feb-25	Mar-25
20			Projected	Projected	Projected
21		Income	\$63,890.00	\$63,890.00	\$63,890.00
22		Expense	\$131,436.00	\$91,119.00	\$90,821.00
23		Income%	4.61%	4.61%	4.61%
24		Expense%	9.48%	6.57%	6.55%
25		Cash Balance	\$431,228.56	\$403,999.56	\$377,068.56
26					
27		4th Qtr	Apr-25	May-25	Jun-25
28			Projected	Projected	Projected
29		Income	\$183,104.00	\$84,156.00	\$79,658.00
30		Expense	\$113,213.00	\$130,242.00	\$104,253.00
31		Income%	13.20%	6.07%	5.74%
32		Expense%	8.16%	9.39%	7.52%
33		Cash Balance	\$446,959.56	\$400,873.56	\$376,278.56
34		Approved Budget		Projected EOY CB:	
35		\$1,387,124		Difference:	
36		A v P REV		100.00%	
37		0 A v P EXP		100.00%	
					\$276,278.56
					\$ (126,372)



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- 8 Revisit last months proposal to open another bank account specifically for “future lease purchase down payment.” Call for a vote of approval to comply with the County’s request of a copy of the minutes showing board approval. Pete Batschelet made a motion, seconded by Sue Conrad for Wanda to work with the county to set up 2nd bank account with PNC Bank for “future lease purchase down payment”, with exact amount to be determine, ideally \$100,000.
- 9 BUSINESS
 - a. Status Update re: Chief’s Annual Performance Review (Julie) Just a reminder that all board members will please jot down their praises, opinions, etc. of Chief Rodriguez’ performance for his annual review. Please forward to Julie to compile for his review.
 - b. Reminder to Chief that his “state of the union” report is due at his earliest convenience-completed
 - c. Discussion re: 2025 STRAP Update Sessions Which Begin in September (according to Pete’s convenience)-Meeting dates to be determined.
 - d. Status Update re: Grant Activities (Chief or John Nelson, if present)
E-mail from John Nelson, read by Julie Swanson:
 - We have funds to treat 42 acres total through March, 2027.
 - We have now completed 12 acres
 - Through June we were reimbursed by DFFM for all FLFD costs for the first 6 acres
 - We submitted a reimbursement request for 6 more acres this week. Total is \$20,200 to be received in September.
 - Several property owners that originally signed up are now backing out and I am arranging for them to be replaced from our backup list.

Per Chief Rodriguez:
Firewise goal is 70 trees per acre.
25% of our properties have been treated.
Forest service continues to thin around our periphery
The Ft. Apache area below the rim is our biggest threat.
 - e. Reminder of the Sept. 10th meeting re: Community Wildfire Protection Plan
 - f. Status Update re: Governmental Advocacy Committee. (Israel)-Currently out of session.
- 10 FIRE CHIEF’S REPORT. (Chief Rodriguez)
 - a) EMS Receivables and Call Volume report-Receivables are back on track. We have had a busy beginning of summer. It takes 60-90 days for receivables to catch up. As of August 15, we were granted 2.2% increase in chargeable rates. As of July 1st all residents in the community will be charged for services.
 - b) Update on the completion of the Raptor.-Raptor has been completed, with Richard Ellis doing a lot of the work for us and saving the department thousands of dollars.
 - c) State of the Union presentation given.
- 11 CALL TO THE PUBLIC/AUDIENCE COMMENTS. -no public
- 12 FIRE BOARD COMMENTS. Dennis expects to have Policy #2 ready for approval at the next meeting.
- 13 ADJOURNMENT at 10:42 am.