



THE FOREST LAKES FIRE DISTRICT REGULAR SESSION MEETING MINUTES JULY 19, 2025-FOR POSTING



- 1 CALL TO ORDER at 10:02am. (Julie Swanson)
- 2 PLEDGE OF ALLEGIANCE.
- 3 ROLL CALL OF FIRE BOARD MEMBERS.(Dennis Massion, Israel Torres, Julie Swanson, Pete Batschelet, Sue Conrad) All members were in attendance, Dennis Massion was by phone. Also in attendance were Chief Rodriquez and Wanda Bernett.
- 4 CHAIRMAN’S WELCOME AND ACTIVITY REPORT
- 5 CALL TO THE PUBLIC/AUDIENCE COMMENTS. Dick Zimmerman was the only member of the public in attendance. He had no comments.
- 6 REVIEW AND APPROVE THE MINUTES FOR THE JUNE 21, 2025 REGULAR BOARD MEETING. Motion made by Sue Conrad and seconded by Dennis Massion, motion carried.
- 7 REVIEW AND APPROVE THE FINANCIAL STATEMENTS FOR JUNE 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.

Motion made by Pete Batschelet and seconded by Dennis Massion, motion carried.



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



June 2025 =100%

Monthly Revenue: \$ 27,438.97

YTD Revenue \$ 1,338,042.25 = 89.5%

Monthly Expenses: \$ 103,727.06

YTD Expenses \$ 1,191,416.49 = 79.7%

Monthly Net Gain/Loss: \$ -76,288.09

YTD Net Gain/Loss: \$ 146,625.76

End of Month Cash Balance: \$ 402,651.69

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					
10		2nd Qtr	Oct-24	Nov-24	Dec-24
11			Actual	Actual	Actual
12		Income	\$287,384.64	\$393,764.88	\$123,824.46
13		Expense	\$77,658.03	\$162,092.12	\$73,346.43
14		Income%	20.97%	28.73%	9.04%
15		Expense%	5.67%	11.83%	5.35%
16		Cash Balance	\$270,651.86	\$488,171.76	\$535,010.89
17					
18		3rd Qtr	Jan-25	Feb-25	Mar-25
19			Actual	Actual	Actual
20		Income	\$66,168.72	\$26,555.70	\$53,828.01
21		Expense	\$91,601.94	\$89,023.55	\$55,003.80
22		Income%	4.83%	1.94%	3.93%
23		Expense%	6.68%	6.50%	4.01%
24		Cash Balance	\$509,577.67	\$447,109.80	\$445,934.01
25					
26		4th Qtr	Apr-25	May-25	Jun-25
27			Actual	Actual	Actual
28		Income	\$195,411.37	\$44,183.26	\$27,438.97
29		Expense	\$113,092.59	\$127,181.90	\$103,727.06
30		Income%	14.26%	3.22%	2.00%
31		Expense%	8.25%	9.28%	7.57%
32		Cash Balance	\$528,252.79	\$474,685.38	\$402,651.69
33		Approved Budget	Projected EOY CB:		\$402,651.69
34		\$1,370,368	Difference:		\$ 148,930
35		A v P REV	97.64%		
36		A v P EXP	89.36%		



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8 BUSINESS

- a. The FY2025-26 Budget has been sent to the Board of Supervisors and County Treasurer.
- b. The Auditor General Budget requires a special format which Wanda and Pete have collaborated on and completed satisfactorily.
(Wanda/Pete)
- c. Postponed item.
- d. Proposal to set up another bank account specifically for "future lease purchase down payment." Start with \$100k if possible. See illustration included in financials. (Pete)
It was agreed to vote on this item next month, to give admin the time to speak with the county to find out their requirements for an additional account.
- e. Status Update re: Chief's Performance Review; also Chief's state of the department report. (Julie)
Julie requested from the other board members to email her with anything they would like in the review.
- f. FL Community meeting w/the Community Wildfire Protection Plan is scheduled at FLOA Comm Center, 9/10, a Wednesday. Cal Phillips is coordinating . Julie will attend. Other Board Members? (John Nelson if present/Julie)

9 FIRE CHIEF's REPORT. (Chief Rodriquez)

- a) EMS receivables and call volume report. It has been a busy summer. The 5 fatalities in 8 days from last month were all due to inattentive drivers. We had a couple of fires, that were contained quickly. One by Willow Springs and one by Woods Canyon.
The Raptor is just about completed. The long lead items, lights and sirens have finally arrived. The completion should be in about another week.
- b) Results of Ice Cream Social.
The ice cream social brought in around \$2200. The parade funds have been donated to the department. We were informed that this years poker ride funds will be donated to the McKeevers.

10 CALL TO THE PUBLIC/AUDIENCE COMMENTS. No comments

11 FIRE BOARD COMMENTS. No comments

12 ADJOURNMENT at 10:18 am.