



FOREST LAKES FIRE DISTRICT REGULAR SESSION MEETING MINUTES MARCH 13, 2025-FOR POSTING



- 1 CALL TO ORDER at 10:01 am. (Julie Swanson)
- 2 PLEDGE OF ALLEGIANCE. (omitted due to virtual format)
- 3 ROLL CALL OF FIRE BOARD MEMBERS. (Dennis Massion, Israel Torres, Julie Swanson, Sue Conrad and Pete Batschelet) Sue Conrad not in attendance, all other present, quorum established.
Also in attendance were Chief Rodriquez and Wanda Bernett.
- 4 CHAIR'S WELCOME AND ACTIVITY REPORT (Julie)
- 5 CALL TO THE PUBLIC/AUDIENCE COMMENTS. -No public
- 6 REVIEW AND APPROVE THE MINUTES FOR THE FEBRUARY 13, 2025 REGULAR BOARD MEETING. Motion made by Israel Torres and seconded by Pete Batschelet to approve the February minutes provided they reflect Dennis and Israel attempted to join meeting but were unable due to technical difficulties. Motion carried
- 7 REVIEW AND APPROVE THE FINANCIAL STATEMENTS FOR FEBRUARY 2025. (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.
 - e) 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



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



February 2025 =66.67%

Monthly Revenue: \$ 26,555.70

Monthly Expenses: \$ 89,023.55

Monthly Net Gain/Loss: \$ -62,467.85

End of Month Cash Balance: \$ 447,109.80

YTD Revenue \$ 1,017,180.64 = 68.0%

YTD Expenses \$ 819,087.17 = 54.8%

YTD Net Gain/Loss: \$ 198,093.47

Total Budget: \$ 1,495,442.00



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Forest Lakes Fire District FY 23-24 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	Projected
20		Income	\$66,168.72	\$26,555.70	\$227,027.67
21		Expense	\$91,601.94	\$89,023.55	\$111,164.00
22		Income%	4.83%	1.94%	16.57%
23		Expense%	6.68%	6.50%	8.11%
24		Cash Balance	\$509,577.67	\$447,109.80	\$562,973.47
25					
26		4th Qtr	Apr-25	May-25	Jun-25
27			Projected	Projected	Projected
28		Income	\$184,016.19	\$72,773.69	\$72,773.69
29		Expense	\$106,500.00	\$128,840.00	\$95,011.00
30		Income%	13.43%	5.31%	5.31%
31		Expense%	7.77%	9.40%	6.93%
32		Cash Balance	\$640,489.66	\$584,423.35	\$562,186.04
33		Approved Budget	Projected EOY CB:		\$562,186.04
34		\$1,370,368	Difference:		\$ 308,464
35		A v P REV	114.84%		
36		A v P EXP	92.46%		

REV
3/6/2025

Motion made by Pete Batschelet and seconded by Israel Torres to approve February financials; motion carried.

8 BUSINESS.



FOREST LAKES FIRE DISTRICT REGULAR SESSION MEETING MINUTES MARCH 13, 2025-FOR POSTING



- a) Finance Committee Update re: Plan for Preparation and Board Approval of FY2025/2026 Budget and FY2026/2027 Forecast. Note: Approval to Publish Subject Budget Will Be an Agenda Item for the April 26th Board Meeting. (Pete).

Everything is on track , Pete will have a presentation for the Board at the April meeting and if approved will be able to present to the community in May.

- b) Discussion re: 2024 STRAP Update Publication (Julie)

All inputs have been submitted as requested. The initial rough draft of the subject document is in process. Target publication date of the board approved complete document, along with the One Page Summary, is April 26th . Board approval for publication will require a motion and possible action at the April 26th board meeting. Final drafts for board member review will be circulated prior to the April board meeting with adequate time for board member consideration and comments.

- c) Status Update re: Governmental Advocacy Committee. (Israel)

Several bill of interest to us from wildfires, ambulance billing and homeowners insurance regulations. All are currently pending reviews.

- d) Status Update re: Policies, Procedures and Bylaws. (Dennis).

Dennis wants to review the oldest policies and see if any updates are needed, then with the help of Chief Rodriques and Julie and/or Israel to revise necessary policies.

- e) Status Update: Master Plan Committee. (Sue) None

9 FIRE CHIEF'S REPORT. (Chief Rodriguez)

FLOA will have a meeting April 5th about the upcoming fire danger. Chief Rodriguez and the Forest Service will be giving presentations.

We have a new county operator for the snow plow.

Call volume is normal for this time of the year.

10 CALL TO THE PUBLIC/AUDIENCE COMMENTS. No public

11 FIRE BOARD COMMENTS.

The next Board meeting is in person at the fire station and scheduled for the 3rd Saturday. Being as that falls on Easter weekend, it was decided to be postponed to the 4th Saturday, April 26 at 10 am.

12 ADJOURNMENT at 10:28 am.