



**FOREST LAKES FIRE DISTRICT BOARD
REGULAR SESSION MEETING MINUTES
April 18, 2026-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 and Sue Conrad) Julie Swanson and Pete Batschelet were at the meeting in person as well as chief Rodriguez and Wanda Bernett. Dennis Massion, Sue Conrad and Israel Torres attended via TEAMS.
- 4 CHAIRMAN’S WELCOME AND ACTIVITY REPORT. (Julie)
- 5 CALL TO THE PUBLIC/AUDIENCE COMMENTS. John Nelson in attendance.
- 6 REVIEW AND APPROVE THE MINUTES FOR THE MARCH 19, 2026 REGULAR BOARD MEETING. (Julie) Pete Batschelet made the motion to approve the minutes from the March Board Meeting. Dennis Massion seconded the motion, motion carried.
- 7 REVIEW AND APPROVE THE FINANCIAL STATEMENTS FOR MARCH 2026. (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.
Pete reviewed the financials and made a motion to approve financials. It was seconded by Dennis Massion, motion carried.



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



March 2026 =75.0%

Monthly Revenue: \$ 55,297.11	YTD Revenue \$ 1,093,608.58 = 71.9%
Monthly Expenses: \$ 81,598.04	YTD Expenses \$ 863,278.98 = 56.8%
Monthly Net Gain/Loss: \$ -26,300.93	YTD Net Gain/Loss: \$ 230,329.60



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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			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	\$645,862.71	\$599,776.71	\$575,181.71
34		Approved Budget		Projected EOY CB:	\$525,181.71
35		\$1,387,124	Difference:		\$ 122,531
36		A v P REV	100.00%		
37		0 A v P EXP	100.00%		



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8 Discussion and motion to transfer some funds (possibly \$75k) into the future lease down payment account. (Pete) After going over the financials, Pete Batschelet proposed moving \$75,000 from the general fund account into the Future Lease Purchase account. Pete Batschelet made the motion to move the funds, seconded by Dennis Massion. Motion carried.

9 BUSINESS.

- a. Finance Committee Update, the budget is balanced and ready to be presented to the board. (Pete) Pete Batschelet reviewed the proposed budget. Motion was made by Sue Conrad for the board to approve and was seconded by Pete Batschelet. The budget will be presented to the public next.
- b. STRAP document and summary almost ready for publication. One month extension requested, by Julie and possibly Dennis. Julie feels the STRAP document will be completed by next month.
- c. Possible Action re: Calling for Election of (one) Board Member November 2026 (Julie) Julie requested for the board members to look for any current resident who may be interested in becoming a board member.
- d. Request to Bill Whittington to Provide Legal Guidance for the Upcoming Board Member Election Process. (Julie)
- e. Motion and Possible Action re: Chief's Employment Contract, Which Expires June 30, 2026. (Julie) Julie will review the current contract and make necessary adjustments.
- f. Discussion re: Chief's Annual Performance Review for the Period July 1, 2025 Through June 30, 2026. (Julie) Julie will take care of the annual review and asked for board members to make any necessary comment on the chief's performance.
- g. Status Update re: Other Grant Activities. (John Nelson) 24 of 41 of the hazardous fuel grant lots have been completed. We are currently paid up to date. No other grant activities at the moment.
- h. Status Update re: Governmental Advocacy Committee. (Israel) Israel is currently monitoring the current legislation. One bill caught his attention, SB1235 which would allow mutual reciprocation between states for EMS personnel licensing.

10 FIRE CHIEF'S REPORT. (Chief Rodriquez)

Chief Rodriquez reported that DHS has approved of us to increase our rate by 1.8%.

On May 2 there will be a Community Wildfire Preparedness Day held at the GWTS with free hot dogs, chips and drinks. This counts as an event for the CWPP and will help with federal grant monies.

On Tuesday April 21, we will be hosting the annual kickoff meeting for the forestry service and many departments will be in attendance.

A Tempe fire drone video was shown, so a tethered drone could be observed. Chief Rodriquez indicated there is minimal training required to operate and he may be purchasing one for our drone program. Dennis felt a tethered drone was for urban areas and we needed a drone that was not tethered.

GWTS is currently being chipped.

The recent rain and snow dusting has helped reduce the potential fire threat to the community.

11 CALL TO THE PUBLIC/AUDIENCE COMMENTS. None

12 FIRE BOARD COMMENTS. Israel gave kudos to the finance committee and especially Pete for all the work on the budget. Also to recognize Chief and Madam Chair for all the positive accolades from other districts in the area.

13 ADJOURNMENT at 10:48am.



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