



FOREST LAKES FIRE DISTRICT REGULAR SESSION MEETING MINUTES OCTOBER 18, 2025-FOR POSTING



- 1 CALL TO ORDER at 10:03 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 member present. Also in attendance were Chief Rodriquez and Wanda Bernett. John Nelson was present via TEAMS.
- 4 CHAIRMAN'S WELCOME AND ACTIVITY REPORT (Julie)
- 5 CALL TO THE PUBLIC/AUDIENCE COMMENTS. -No public
- 6 REVIEW AND APPROVE THE MINUTES FOR THE SEPTEMBER 20, 2025 REGULAR BOARD MEETING.(Julie) Motion to approve minutes made by Dennis Massion and seconded by Sue Conrad, motion carried.
- 7 REVIEW AND APPROVE THE FINANCIAL STATEMENTS FOR SEPTEMBER 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 to approve financials made by Pete Batschelet and seconded by Israel Torres, motion carried.



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



September 2025 =25%

Monthly Revenue: \$ 77,935.67

YTD Revenue \$ 127,616.83 = 8.4%

Monthly Expenses: \$ 91,012.82

YTD Expenses \$ 281,861.56 = 18.5%

Monthly Net Gain/Loss: \$ -13,077.15

YTD Net Gain/Loss: \$ -154,244.73

End of Month Cash Balance: \$ 214,734.67

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			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	\$337,300.67	\$480,010.67	\$484,131.67
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	\$416,585.67	\$389,356.67	\$362,425.67
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	\$432,316.67	\$386,230.67	\$361,635.67
34		Approved Budget	Projected EOY CB:		\$261,635.67
35		\$1,387,124	Difference:		\$ (141,015)
36		A v P REV	100.00%		
37		0 A v P EXP	100.00%		



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8 BUSINESS

- a. Discussion re: STRAP Plan (Pete) Pete will assign section to each board member. The board will allow 30 minutes after the next meeting to discuss STRAP document.
- b. Finance committee, Pete's schedule will dictate the time frame. Finance meeting to be held after today's board meeting.
- c. Brief Report on Microsoft Teams and Other Social Media. (John Nelson, if present)) John gave



Public Information
Report - Oct2025.pd

attached presentation.

- d. Discussion re: January 2026 AFDA Conference in Laughlin. (Wanda, Dave) They have announced dates of January 14-16, 2025 but classes and signup are not available yet.
- e. Status Update re: Grant Activities. (Dave) John Nelson stated this grant allows for 41 acres total to be treated. 21 acres have been completed. 12 MOU currently in place with 21 lots on backup. Some of the original applicants have backed out so the backup list is being utilized.
- f. Status Update re: EMS Receivables and Call Volume Report. (Dave) We are on target with



Annual Run Report
2025.xlsx

previous years. Chart attached.

- g. Review of Fire District Policies. Dennis and Israel have been reviewing and have updates to propose. (Dennis and Israel) Dennis feels the sick/vacation/holiday policy needs to be reviewed and then most policies are up to date.
 - h. Topic of Interest: Israel has volunteered to work with John N. and Chief next spring, regarding communication dispersal to the majority of Forest Lakes before the next fire season. For example, where does one find the instructions for Ready, Set, Go. Israel noted that procedures are being followed and most current information is found on our website.
- 9 FIRE CHIEF'S REPORT. (Chief Rodriquez) Funds that were raised by the auxiliary were used to purchase 2 vein finders. The Forest Service continues to clear areas surrounding Forest Lakes.
- 10 CALL TO THE PUBLIC/AUDIENCE COMMENTS. No public
- 11 FIRE BOARD COMMENTS. No comments
- a. October is traditionally our last in person meeting for the year. Discussion of day and time for TEAMS meetings for the winter. (Julie)
 - b. The annual AFDA conference is scheduled for January 2026. All who wish to attend will please let Wanda know. She has the info and will assist with your application and choice of seminars. (Wanda)
- 12 ADJOURNMENT at 10:59 am.