



FOREST LAKES FIRE DISTRICT STRAP MEETING MINUTES NOVEMBER 18, 2023



1. Call to Order.

The meeting was called to order by STRAP Chairman John Hennessey in the main equipment bay of the fire station at 12:10 pm.

2. Roll Call.

In addition to Chairman Hennessey, committee members Dennis Massion, Pete Batschelet, Julie Swanson, and Chief Rodriguez were in attendance. Committee member Israel Torres was absent. There were no members of the public in attendance. There was a quorum of the board.

3. Opening Remarks.

Committee Chairman Hennessey welcomed all the third session of the 2023 STRAP Update process. There will be one more meeting following the December board meeting.

4. Brief Review of Foundational Documents.

Chairman Hennessey conducted a brief review of our foundational documents (see below.) Areas addressed were our Mission Statement, our Vision Statement, our Values and our Guiding Operational Principles. There were no changes made to the documents as presented.



4_a_b_c_Foundational
Documents.pptx

5. Five-Year Forecast Update and Baseline.

Member Batschelet gave a detailed review of our current five-year forecast, highlighting changes he made based on a November 6th work session which addressed changes from STRAP Session 2. He subsequently published an update which included changes from today's discussion (see below.)

In summary, he modeled salary adjustments for the ODS and Chief in Year 2 and made further adjustments to the CAPEX for the loader shelter, Line Item 5208, and non-capital equipment. He then looked at our current run rate for this year and trimmed the budget items for selected sections. The end result is a balanced budget for Years 1 and 2 of the 5-year STRAP window (focus on columns Q and R.)

We are exploring a different option for the loader shelter using shipping containers as structural building blocks, which are readily available and inexpensive, and may be a donated item. Along with expected reductions in the cost of health care for Chief and Haley, our financial outlook will be further improved. These topics will be agenda items for next month.

The five-year forecast will be finalized at next month's meeting and will be incorporated in the 2023 STRAP Update document to be published in the first quarter of next year. It will be the starting point for the FY24-25 budget and FY25-26 projection discussions which will begin in February with the receipt from the county of our Tax Levy projections with a 3.75 Mill Rate.



Copy of December
2023 Update - Workir

6. Revisit Chief's State of the Department Issues.



FOREST LAKES FIRE DISTRICT STRAP MEETING MINUTES NOVEMBER 18, 2023



During Chief's State of the Department presentation in Session 1, he advanced several points that upon further reflection required additional discussion.

a. Budget Impacts.

i. Pay Adjustments

1. ODS
2. Chief

Adjustments for ODS and Chief are market driven changes to make us competitive with our mountaintop neighbors for comparable job descriptions.

3. Admin Assistant

Changes were made to reflect Haley's compensation package versus Julie Mattila's.

ii. Potential Mil Rate Increase

1. Current is \$3.75

The Mill Rate is controlled by the legislature. There are initiatives underway with various Fire District Chiefs participating to explore ways to increase district revenues.

iii. Capital Expense Items

1. Rolling Stock
2. Heart Monitors
3. Computer Infrastructure/IT Refresh

The CAPEX profile was reviewed for timing and level of expense for various capital items. (See below).

Chief took an action to provide an update to the comments section. It will be an agenda item for next month.



2023 STRAP UPDATE
CAPEX PROFILE REV A

iv. Forest Service Response for Medical.

This is an on-going pursuit.

v. Statewide Tax Increase

This was to be addressed by Prop 310, which failed at the last election. It would have solved all of our financial problems.

vi. Charging Property Owners for EMS Response

This topic was tabled.

Chief took an action to document for the record our billing practice for property owners. It will be an agenda item for next month's meeting.

vii. Reducing Service Levels.

This is a topic that comes up occasionally. With the reduction of POC support this becomes more and more relevant. We are bound by state statutes that we must have balanced budgets. We simply cannot spend more than we bring in.

viii. Changing Demographics. How to Address New Generation of Property Owners Not Being as Giving and Supportive of the District and its Needs?

This is another way of stating the reduction in POC support. In Chief's Session 1 presentation he compared today's level of POC support to past years. The difference is startling. Our Combination Staffing Model, which is the foundation of our Service



FOREST LAKES FIRE DISTRICT STRAP MEETING MINUTES NOVEMBER 18, 2023



Delivery Model, depends on POC support. We have begun to advertise the need for POC members in the community.

- b. Chief's Top Priorities
These were reviewed once again, and remain unchanged.
 - i. Maintain On-Duty Staff
 - ii. Identify Grant and Alternative Funding Opportunities
 - iii. Recruitment of POC Candidates
 - iv. Maintain and Enhance Community Relationships
 - v. Entertain Auxiliary as a Funding Alternative
7. Five Year Goals.

Our Five-Year Goals are unchanged from last year's update (see below).



7_Five Year
Goals.pptx

8. Plan for Closing Out STRAP Sessions, Document Approval and Publication
 - a. Session 4, December 16th, Following Board Meeting.
 - i. Last Formal Session.
 - b. Pre-Publication Review Copy, March 4th
 - c. Board Approval, March 16th
 - d. Publication, March 21st
9. Adjournment. There being no further business before the committee, the meeting was adjourned at 1:36 pm.