



MINUTES OF FOREST LAKES FIRE DISTRICT MASTER PLAN COMMITTEE WORKING SESSION ON JANUARY 5, 2024



A FLFD Master Plan Committee working session was held Friday January 5, 2024 from 11:00 am to 12:00 pm via video conference using MS Teams. Members of the public were invited to participate by joining Chief Rodriquez at the FLFD Fire Station, but none were in attendance.

The meeting was called to order by Grant Administrator and MS Teams coordinator John Nelson. Participants were Treasurer Pete Batschelet, Chief Rodriquez, Chairman John Hennessey, John Nelson, Board Member Dennis Massion and Dean Read from Caliente Construction. There was a quorum of FLFD board members.

John Nelson introduced the participants and established the purpose of the meeting as pursuit of a grant from the Arizona Department of Forestry and Fire Management to build a new Support Facility to house our Front End Loader and fuel cell infrastructure.

Welcome and Opening Remarks (John Hennessey, Chairman, Master Plan Committee): Chairman Hennessey welcomed everyone and established John Nelson as Proposal Manager and facilitator for the meeting.

Discussion re: Pursuit of a Grant Opportunity from the Arizona Department of Forestry and Fire Management [DFFM] to Construct a Support Structure for the FLFD. (John Nelson, Proposal Manager and Grant Writing Specialist). Chief Rodriquez established that the building concept is a 2-bay structure plus carport that will also house a fuel management infrastructure.

Chief Rodriquez has been in contact with Dean Read and Jeff Schaffer of Caliente Construction for the purpose of obtaining preliminary design documents and cost estimates for use in our grant proposal. Items desired from Caliente include:

- Plot plan
- Floor plan
- Elevation sketch
- Construction overview (methods and materials)
- Cost estimate with breakdown including all related costs

Mr. Read indicated that Caliente should be able to provide these items by January 19, which is consistent with our proposal schedule. He was unaware of any cost to FLFD for these deliverables but will confirm with Caliente management.

There was further discussion among all participants regarding building parameters such as potential drainage issues and enhanced floor strength to support the Front End Loader.

A follow-up meeting is tentatively planned for January 19, or earlier if materials are received from Caliente.

ACTION ITEMS:

- John N and Chief Rodriquez will schedule a meeting with DFFM personnel to review our proposal approach and to determine the actual cash flow process and the project schedule constraints.



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- Chief Rodriguez will send Caliente the relevant information we have from the cell tower construction.
- John N will pursue letters of support from community and agency partners

The meeting was adjourned at approximately 12pm.