

Iona McGregor Fire District Board of Fire Commissioners Agenda  
March 20, 2019  
6:00 PM

Meeting call to order/Roll Call of Commissioners

Opening Prayer and Pledge of Allegiance

Amendments to the Meeting Agenda

Public Input on Business Agenda Items

Business Agenda Items (Agenda Items Requiring Action)

- 1) Meeting Minutes – February 20, 2019
- 2) Financial Report – February 2019
- 3) Interlocal Agreement – Closest Unit Response
- 4) Employment Agreement Second Addendum
- 5) Investment Account – Florida Fixed Income Trust (FIT)
- 6) Executive Report
- 7) Attorney Report
- 8) DVP Reports – Districts 7 & 25

Public Input on Non-Business Agenda Items

Commissioner Comments

Adjournment

Iona McGregor Fire District Board of Fire Commissioners  
February 20, 2019  
6:00 PM

Meeting called to order at 6:00pm

Roll Call of Commissioners –

Present are Commissioner Louwers, Commissioner Langford, Commissioner Andersen, Commissioner Barbosa, and Commissioner Walker. Chair Walker noted a guest in the audience, James Hayden, who is a resident of the district and works at City of Fort Myers Fire Department. Also, for the record, Attorney Pringle, HR Zinger, Chief Howard, AC Comer, CFO Winzenread, DC McMillion, DC Aquil, DC Steffens, DVP Tansey, and Community Relations & Education Coordinator Contreras were all in attendance.

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda – none

Presentations/Awards – none

Public Input on Business Agenda Items – none

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – January 16, 2019 Workshop and Monthly Meeting  
Minutes were distributed prior to meeting. **Motion** (5612) to approve minutes as presented made by Commissioner Barbosa, seconded Commissioner Andersen... carried.

2) Financial Report – January 2019  
Financial report was provided prior to tonight's meeting. When asked for questions or comments, Commissioner Walker inquired as to the increase in investments to which CFO Winzenread explained that Statutes regulate what State and District can invest in. He then questioned ACH payments which were included in finance report and retained earnings to which CFO informed that ACH payments, monthly payments which are automatically withdrawn from our account, have been added to the Check History section of report and appear at the end of check listings with check type as 'wire transfer' in report and explained the retained earnings. Following brief discussion, Commissioner Langford made a **motion** (5613) to approve financial report as submitted, second offered by Commissioner Louwers... motion carries with unanimous vote. Please see last three pages for approved financial report.

3) Job Description – Fire Chief  
Commissioner Langford questioned the requirement of Division Chief experience and that he believes the Division Chiefs positions have only been in existence for two years. Chief Howard explained that throughout the past 15 years Division Chief positions were in place; and one previous chief restructured them to Battalion Chief status. As he did not agree with this change, upon becoming Chief, he restructured back to that of Division Chiefs. Commissioner Walker commented that job descriptions below the Chief's grade is done by the Chief, not the Board. Correct, technically, replied Chief. Are we eliminating anyone in these positions for Assistant Chief process? No, replied Chief Howard, adding that the strategic plan created pathways for moving up – functional succession program – having two levels eligible for moving up. Created pathways for all positions to be two level possible

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move up, e.g. Firefighter and Engineer can test for Lieutenant; Engineer and Lieutenant can test for Battalion Chief, etc. providing that other qualifications are met for the position. Commissioner Langford questioned if we have ever hired anyone from outside for Chief. Not hired, but we have had outside candidate participate in process. Attorney Pringle stated that the outside solicitation of candidates was a Board decision, and when next Chief selection process begins, Board will determine if wishing internal only candidates or internal/external. Commissioner Barbosa noted that he still likes having the EFO as a requirement, adding we are first in County to have that piece required, and some Chiefs in the area already have that credential. We are on the cutting edge, just like the ISO 2 rating, we were first, and others followed. With no further comments, a **motion** (5614) to approve Fire Chief Job Description as presented with EFO requirement moved to 'preferred' was made by Commissioner Louwers, second Commissioner Andersen; vote results were four in favor, one opposed (Commissioner Barbosa). Motion carries.

4) Job Description – Assistant Chief

It was noted that the same change was made to the Assistant Chief job description. **Motion** (5615) to approve Assistant Chief Job Description as presented with EFO requirement moved to 'preferred' made by Commissioner Andersen, second Commissioner Langford... four in favor, Commissioner Barbosa opposed. Motion carries.

1) Executive Report

Chief began by stating that report was included in packet and is available for questions. We have updated some of the strategic plan information although it had not been done on a quarterly basis. Chief Comer has researched software and we have decided to utilize the Planner program which is a modified version of the previous Microsoft Project Manager program. The Commissioner devices have been purchased; however, the set up has not yet been done.

Chief briefly reviewed the Strategic Plan goal update information – there are 22 tasks under the objectives, which are under the goal. We update the Strategic Plan annually and look to Board for additional areas or modifications to the goals and objectives. All 22 tasks have had some activity with two items having been completed. Commissioner Walker stated that he would like to receive information in paper format to which Chief affirmed could be given. At a glance, electronic version is easy to follow, stated Commissioner Louwers. Commissioner Andersen agreed that electronic format is easier than paper copy. Following the presentation and format discussion, Commissioner Walker asked how we get rid of the hydraulic tools. Chief discussed various disposal options, depending upon the condition of item, we may sell, auction, or donate used tools to other agencies, agencies in other countries if item no longer meets US standards, adding that we have donated items to Dominican Republic in the past.

Chief mentioned the Interlocal Agreement with southern departments for a closest unit response regardless of jurisdiction. There has been interest from another agency to be added; and will bring to the board at next meeting. Chief introduced Megan to Board and briefly described some of her credentials and the duties that she will be performing. Commissioner Walker stated he would like the Executive Report and other reports that are voted on to be included in the minutes. Commissioners Walkers **motioned** (5616) to have any written report be part of the minutes as presented, and a synopsis is included as well, with no second, motion

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withdrawn. **Motion** (5617) to receive Executive Report was made by Commissioner Walker, second by Barbosa... carried.

2) Attorney Report

Attorney Pringle informed that the proposed Amendment of Chapter 191 of Florida Statutes continuing; a form of amendment has been pre-filed and is under review with legislative staff. There are sponsors in House and Senate as of today; however, this may change when their names are to be added. **Motion** (5618) to receive the attorney report was made by Commissioner Langford with a second from Commissioner Louwers... carried.

3) DVP Reports – Districts 7 & 25

District 7 – DVP Tansey informed Board that everything is good.

District 25 – No report

Public Input on Non-Business Agenda Items –

James Hayden spoke on surplus equipment, adding that the City of Fort Myers Fire Department has a relationship with the Dominican Republic and has also had success using GovDeals to dispose of equipment.

Commissioner Comments – none

Adjournment

**Motion** to adjourn meeting made by Commissioner Langford, second Commissioner Louwers... carried.

Meeting adjourned at 7:02 pm

Approved by: \_\_\_\_\_

Print Name: \_\_\_\_\_

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT  
FINANCIAL REPORT NOTES  
BALANCE SHEET AND STATEMENTS OF REVENUES AND EXPENDITURES  
(UNAUDITED)  
For the four Months Ended January 31, 2019**

**Notable items on the Balance Sheet:**

Cash and Investments

The rate of return on surplus funds held in Florida PRIME (Florida Local Government Investment Pool) increased to 2.67% for the month of January, up from 2.56% in December.

Liabilities

Liabilities totaling \$20,550 consist of amounts withheld from employees' pay for required retirement contributions.

**Notable items on the Statements of Revenues and Expenditures:**

Revenues

- Received approximately \$766,000 in ad valorem tax revenues during the month of January. To date the District has received about 88% of the annual budgeted total.
- Received the first quarterly distribution of impact fees of approximately \$20,000 (impact fees are restricted and are currently used to pay principal and interest on the capital lease from the construction of Station 75)
- Interest on invested surplus funds totaled \$31,667

Expenditures

Notable expenditures for the month of January include:

- Annual installment on capital lease for air packs - \$62,251
- Progress payment on annual audit for 2018 - \$11,000
- Annual contribution to VEBA (Iona McGregor Retiree Insurance Trust) - \$470,963

Total expenditures reflect 32.44% of budget and are within expected ranges.

**Other Notes:**

The monthly check listing now includes electronic payments as well as checks. The electronic payments have check numbers that start with "W" and show "Wire Transfer" as the check type. The wire transfer notation is the default of the accounting software; however, the electronic payments are processed through ACH transactions.

IONA MCGREGOR FIRE DISTRICT (IMF)

ASSETS

CASH

Operating Account - BB&T	\$	927,135.67	
Operating Account - BankUnited		944,992.40	
Petty Cash		100.00	
Total CASH:			1,872,228.07

INVESTMENTS

Investments - SBA		11,468,270.11	
Investments - BB&T Money Rate Savings		1,005,839.28	
Money Market - BankUnited		3,519,906.05	
Investments - 5/3 Bank		596,940.08	
Total INVESTMENTS:			16,590,955.52

ACCOUNTS RECEIVABLE

Accounts Receivable		2,305.21	
Total ACCOUNTS RECEIVABLE:			2,305.21
Total ASSETS:			\$ 18,465,488.80

LIABILITIES

FRS - Employee Contribution - ADMIN		3,404.21	
FRS - Employee Contribution - OPS		17,145.62	
Total LIABILITIES:			20,549.83

EQUITY

Retained Earnings-Current Year		10,734,030.23	
Prior Year Revenues Over/(Under) Expenditures		776,646.20	
Fund Balance		6,934,262.54	
Total EQUITY:			18,444,938.97
Total LIABILITIES & EQUITY:			\$ 18,465,488.80

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT**  
**SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND**  
For the Four Months Ended January 31, 2019 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 7,362,557			
Ad valorem taxes	19,620,023	\$ 17,250,207	\$ (2,369,816)	87.92%
Permits, Fees & Special Assessments	75,000	19,918	(55,082)	26.56%
Intergovernmental	47,040	-	(47,040)	0.00%
Charges for services	55,000	28,042	(26,958)	50.99%
Miscellaneous	227,000	103,286	(123,714)	45.50%
Proceeds from debt	-	-	-	N/A
<b>Total Revenues</b>	<b>20,024,063</b>	<b>17,401,453</b>	<b>(2,622,610)</b>	<b>86.90%</b>

Total revenues and cash carry forward 27,386,620

Expenditures				
Personnel services				
Salaries	10,338,780	3,389,224	6,949,556	32.78%
Benefits	5,513,428	1,972,672	3,540,756	35.78%
Operating Expenditures				
Professional and contractual	762,222	451,674	310,548	59.26%
Travel	84,050	15,869	68,181	18.88%
Communications & freight	133,850	34,196	99,654	25.55%
Utilities, equipment rental, and insurance	289,603	123,034	166,569	42.48%
Repairs and maintenance	578,013	131,091	446,922	22.68%
Other operational and administrative	463,362	205,361	258,001	44.32%
Supplies, tools & small equipment	394,809	112,748	282,061	28.56%
Education and training	112,940	26,364	86,576	23.34%
Capital expenditures	1,426,886	22,868	1,404,018	1.60%
Debt service	456,850	182,323	274,527	39.91%
<b>Total Expenditures</b>	<b>20,554,793</b>	<b>6,667,423</b>	<b>13,887,370</b>	<b>32.44%</b>

Revenues over/(under) expenditures (530,730) \$ 10,734,030 \$ 11,264,760

Fund Balance/Cash Carry Forward 6,831,827

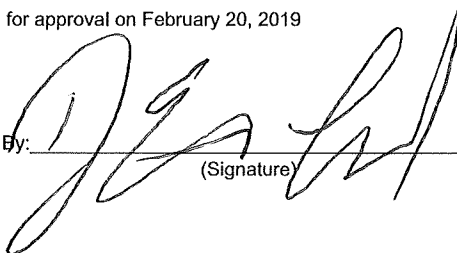
Total expenditures and reserves \$ 27,386,620

	JANUARY	DECEMBER
Cash Balances		
BB&T - Operating	\$ 927,136	\$ 1,102,459
BankUnited - Operating	944,992	2,136,931
Petty Cash	100	100
	<u>1,872,228</u>	<u>3,239,491</u>
Investments		
General - SBA - Fund A	11,468,270	12,941,406
BB&T Money Market	1,005,839	1,005,686
BankUnited Money Market	3,519,906	2,010,440
5/3 Bank	596,940	595,789
	<u>16,590,956</u>	<u>16,553,320</u>
Total Cash and Investments	<u>\$ 18,463,184</u>	<u>\$ 19,792,810</u>

Submitted for approval on February 20, 2019

Approved By: \_\_\_\_\_

(Signature)



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**Iona McGregor Fire District**  
**Financial Report**  
03/20/2019

<b><u>Included Reports (unaudited)</u></b>	<b><u>Page(s)</u></b>
Financial Report Notes	1
Balance Sheet as of February 28, 2019	2
Summary Statement of Activities – General Fund	3
Detailed Statement of Activities – General Fund	4-5
Ad Valorem Tax Analysis	6
Check Registers – Month of February 2019	7-8

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT  
FINANCIAL REPORT NOTES  
BALANCE SHEET AND STATEMENTS OF REVENUES AND EXPENDITURES  
(UNAUDITED)  
For the five Months Ended February 28, 2019**

**Notable items on the Balance Sheet:**

Cash and Investments

The rate of return on surplus funds held in Florida PRIME (Florida Local Government Investment Pool) decreased one basis point to 2.66% for the month of February. The BB&T accounts are effectively closed as of 2/28/19 with a balance of \$95.

Liabilities

Liabilities totaling \$19,398 consist of amounts withheld from employees' pay for required retirement contributions.

**Notable items on the Statements of Revenues and Expenditures:**

Revenues

- Received approximately \$671,000 in ad valorem tax revenues during the month of February. To date the District has received almost 92% of the annual budgeted total.
- Received the first two quarterly payments for the space rented to Lee Co. EMS under the new agreement in the amount of \$14,927. The payment is net of \$1,800 previously paid by Lee Co. at the old agreement rate.
- Interest on invested surplus funds totaled \$30,047 for the month of February.

Expenditures

Notable expenditures for the month of February include:

- Annual renewal of maintenance agreement for cardiac monitors - \$14,251
- Significant repairs to the cooling system of Truck #74 - \$18,023
- 2nd quarterly debt service payment for apparatus capital lease (2 engines) - \$25,011

Total expenditures reflect 38.79% of budget and are within expected ranges.

IONA MCGREGOR FIRE DISTRICT (IMF)

ASSETS

CASH

Operating Account - BB&T	\$	94.78	
Operating Account - BankUnited		942,966.14	
Petty Cash		100.00	
Total CASH:			943,160.92

INVESTMENTS

Investments - SBA		13,425,561.43	
Money Market - BankUnited		2,894,634.75	
Investments - 5/3 Bank		598,024.41	
Total INVESTMENTS:			16,918,220.59

ACCOUNTS RECEIVABLE

Accounts Receivable		1,975.89	
Total ACCOUNTS RECEIVABLE:			1,975.89
Total ASSETS:			\$ 17,863,357.40

LIABILITIES

FRS - Employee Contribution - ADMIN		3,404.79	
FRS - Employee Contribution - OPS		15,992.98	
Total LIABILITIES:			19,397.77

EQUITY

Retained Earnings-Current Year		10,133,050.89	
Prior Year Revenues Over/(Under) Expenditures		776,646.20	
Fund Balance		6,934,262.54	
Total EQUITY:			17,843,959.63
Total LIABILITIES & EQUITY:			\$ 17,863,357.40

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT**  
**SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND**  
**For the Five Months Ended February 28, 2019 (Unaudited)**

<b>Revenues</b>	<b>Amended</b>	<b>Actual</b>	<b>Variance</b>	
	<b>Budget</b>		<b>\$</b>	<b>%</b>
Cash Carry Forward	\$ 7,362,557			
Ad valorem taxes	19,620,023	\$ 17,901,207	\$ (1,718,816)	91.24%
Permits, Fees & Special Assessments	75,000	19,918	(55,082)	26.56%
Intergovernmental	47,040	-	(47,040)	0.00%
Charges for services	55,000	35,496	(19,504)	64.54%
Miscellaneous	227,000	149,939	(77,061)	66.05%
Proceeds from debt	-	-	-	N/A
<b>Total Revenues</b>	<b>20,024,063</b>	<b>18,106,559</b>	<b>(1,917,504)</b>	<b>90.42%</b>
Total revenues and cash carry forward	<u>27,386,620</u>			
<b>Expenditures</b>				
Personnel services				
Salaries	10,338,780	4,125,715	6,213,065	39.91%
Benefits	5,513,428	2,365,770	3,147,658	42.91%
Operating Expenditures				
Professional and contractual	762,222	474,574	287,648	62.26%
Travel	84,050	19,906	64,144	23.68%
Communications & freight	133,850	52,251	81,599	39.04%
Utilities, equipment rental, and insurance	289,603	149,227	140,376	51.53%
Repairs and maintenance	578,013	175,511	402,502	30.36%
Other operational and administrative	463,362	215,425	247,937	46.49%
Supplies, tools & small equipment	394,809	129,197	265,612	32.72%
Education and training	112,940	33,493	79,447	29.66%
Capital expenditures	1,426,886	25,104	1,401,782	1.76%
Debt service	<u>456,850</u>	<u>207,334</u>	<u>249,516</u>	<u>45.38%</u>
<b>Total Expenditures</b>	<b>20,554,793</b>	<b>7,973,508</b>	<b>12,581,285</b>	<b>38.79%</b>
Revenues over/(under) expenditures	<u>(530,730)</u>	<u>\$ 10,133,051</u>	<u>\$ 10,663,781</u>	
Fund Balance/Cash Carry Forward	<u>6,831,827</u>			
Total expenditures and reserves	<u>\$ 27,386,620</u>			
		<b>FEBRUARY</b>	<b>JANUARY</b>	
Cash Balances				
BB&T - Operating		\$ 95	\$ 927,136	
BankUnited - Operating		942,966	944,992	
Petty Cash		<u>100</u>	<u>100</u>	
		<u>943,161</u>	<u>1,872,228</u>	
Investments				
General - SBA - Fund A		13,425,561	11,468,270	
BB&T Money Market		-	1,005,839	
BankUnited Money Market		2,894,635	3,519,906	
5/3 Bank		<u>598,024</u>	<u>596,940</u>	
		<u>16,918,221</u>	<u>16,590,956</u>	
Total Cash and Investments		<u>\$ 17,861,382</u>	<u>\$ 18,463,184</u>	

Submitted for approval on March 20, 2019

Approved By: \_\_\_\_\_  
 (Signature)

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT**  
**DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND**  
**For the Five Months Ended February 28, 2019 (Unaudited)**

	<b>AMENDED BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>	
			<b>\$</b>	<b>%</b>
<b>REVENUES</b>				
Cash Carry Forward	\$ 7,362,557			
Ad Valorem Taxes	20,253,023	\$ 18,628,115	\$ (1,624,908)	91.98%
Excess fees	130,000	-	(130,000)	0.00%
Penalties	15,000	2,397	(12,603)	15.98%
Discounts	(732,000)	(723,206)	8,794	98.80%
Refunds Deducted	(50,000)	(7,022)	42,978	14.04%
Ad Valorem Taxes Prior Years	4,000	924	(3,076)	23.10%
Impact Fees	75,000	19,918	(55,082)	26.56%
FEMA Revenue	-	-	-	N/A
State Firefighter Supplemental	47,040	-	(47,040)	0.00%
Grant Revenue	-	-	-	N/A
Inspection Fees	50,000	35,026	(14,974)	70.05%
CPR - Books & Masks	5,000	470	(4,530)	9.40%
Interest Check/Demand Accounts	180,000	98,616	(81,384)	54.79%
Rents	27,000	16,727	(10,274)	61.95%
Sale of Equipment	15,000	28,705	13,705	191.37%
Contributions	5,000	2,600	(2,400)	52.00%
Miscellaneous	-	3,291	3,291	N/A
Proceeds from Debt	-	-	-	N/A
<b>Total Revenues</b>	<b>20,024,063</b>	<b>18,106,559</b>	<b>(1,917,504)</b>	<b>90.42%</b>
<b>Total Revenues and Cash Carry Forward</b>	<b>27,386,620</b>			
<b>EXPENDITURES</b>				
<b>Personnel Services</b>				
Salaries -- Commissioners	30,000	10,250	19,750	34.17%
Salaries - ADM	2,205,240	644,856	1,560,384	29.24%
Salaries - OPS	6,339,163	2,621,043	3,718,120	41.35%
Salaries - FLSA	493,298	205,897	287,401	41.74%
Salaries - Sick Pay - ADM	111,226	-	111,226	0.00%
Salaries - Sick Pay - OPS	223,140	-	223,140	0.00%
Salaries - Holiday Pay	121,625	56,352	65,273	46.33%
Salaries - Out of Class Pay	55,000	16,966	38,034	30.85%
Salaries - One Time Payouts - ADM	44,118	-	44,118	0.00%
Salaries - One Time Payouts - OPS	79,980	74,199	5,781	92.77%
Salaries - Clothing and Uniform Allowance	4,000	-	4,000	0.00%
Salaries - Clothing and Uniform Allowance	23,400	-	23,400	0.00%
Salaries - Ins Deductible & Subsidy- ADM	-	-	-	N/A
Salaries - Ins Deductible & Subsidy- OPS	42,241	19,393	22,848	45.91%
Salaries - Phone Allowance	18,780	5,470	13,310	29.13%
Salaries - On/Off Duty Training	-	4,050	(4,050)	N/A
Salaries - ER H.S.A Contribution - ADM	71,000	48,500	22,500	68.31%
Salaries - ER H.S.A. Contribution - OPS	231,000	237,500	(6,500)	102.81%
Salaries - Overtime Staffing - ADM	9,027	515	8,512	5.71%
Salaries - Overtime Staffing - OPS	108,118	75,481	32,637	69.81%
Salaries - Overtime Training - OPS	73,464	5,731	67,733	7.80%
Salaries - Overtime USAR/Strike Teams - ADM	-	39,752	(39,752)	N/A
Salaries - Overtime USAR/Strike Teams - OPS	-	35,621	(35,621)	N/A
Salaries - State Education ADM	19,080	6,300	12,780	33.02%
Salaries - State Education OPS	35,880	17,840	18,040	49.72%
FICA Taxes Regular Admin/Commissioners	139,311	32,754	106,557	23.51%
FICA Taxes Regular Operations	468,130	185,729	282,401	39.67%
Medicare - ADM	34,921	10,112	24,809	28.96%
Medicare - OPS	109,483	44,637	64,846	40.77%
Retirement - ADM	431,303	110,869	320,434	25.71%
Retirement - OPS	1,716,807	569,402	1,147,405	33.17%
Veba Plan Contribution - ADM	114,061	104,659	9,402	91.76%
Veba Plan Contribution - OPS	374,385	366,304	8,081	97.84%
Health Insurance - ADM	625,596	227,138	398,458	36.31%
Health Insurance - OPS	1,181,340	498,122	683,218	42.17%
Health Insurance - Admin Contribution	(23,170)	(7,350)	(15,820)	31.72%
Health Insurance - OPS Contribution	(70,447)	(29,657)	(40,790)	42.10%
Health Insurance - Retiree Contribution	(256,443)	(108,507)	(147,936)	42.31%
Employee Insurance - Other - ADM	100,033	39,959	60,074	39.95%
Employee Insurance - Other - OPS	250,133	118,755	131,378	47.48%
Workers Compensation Insurance - ADM	56,983	35,699	21,284	62.65%
Workers Compensation Insurance - OPS	261,002	167,145	93,857	64.04%
<b>Total Personnel Services</b>	<b>15,852,208</b>	<b>6,491,486</b>	<b>9,360,722</b>	<b>40.95%</b>

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT**  
**DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND**  
**For the Five Months Ended February 28, 2019 (Unaudited)**

	AMENDED BUDGET	ACTUAL	VARIANCE	
			\$	%
<b>Operating Expenditures</b>				
Legal	80,000	2,464	77,536	3.08%
Computer Support Services	55,000	25,105	29,895	45.65%
Other Professional	27,300	12,500	14,800	45.79%
Audit and Accounting	35,000	12,500	22,500	35.71%
Tax Collectors Commission	395,000	359,925	35,075	91.12%
Property Appraisers Commission	135,262	47,455	87,807	35.08%
Custodial & Janitorial Services	20,660	11,488	9,172	55.60%
Other Services - MVR Review	14,000	3,137	10,863	22.41%
Travel and Per Diem	84,050	19,906	64,144	23.68%
Telephones	86,400	35,673	50,727	41.29%
Wireless User Fee	43,650	14,546	29,104	33.32%
High Speed Internet Connect	2,100	850	1,250	40.47%
Freight & Postage	1,700	1,183	517	69.58%
Water	13,735	4,764	8,971	34.69%
Electricity	60,345	18,755	41,590	31.08%
Cable Television	3,171	1,373	1,798	43.30%
Garbage	12,936	3,785	9,151	29.26%
Propane	5,725	5,822	(97)	101.70%
Equipment Rentals & Leases	47,636	19,994	27,642	41.97%
Insurance	146,055	94,734	51,321	64.86%
Equipment Maintenance	82,850	17,193	65,657	20.75%
Building Maintenance	343,159	93,323	249,836	27.20%
Vehicle Maintenance	152,004	64,995	87,009	42.76%
Promotional Activities	37,000	1,959	35,041	5.29%
Promotional Activities-ADM	2,500	1,059	1,441	42.37%
Turnout Gear	172,190	114,987	57,203	66.78%
Capital Outlay under \$1,000	87,997	35,934	52,063	40.83%
Annual Medical Exams/Wellness	50,000	44,770	5,230	89.54%
Legal Advertising	3,675	384	3,291	10.46%
Hiring Costs	44,500	1,186	43,314	2.67%
Uniforms	55,500	12,899	42,601	23.24%
Office Supplies	10,000	2,247	7,753	22.47%
Fuel	110,000	26,212	83,788	23.83%
Janitorial Supplies	24,000	7,049	16,951	29.37%
Medical Supplies	65,820	20,885	44,935	31.73%
Other Operating Supplies	71,980	18,484	53,496	25.68%
Memberships, Publications & Subscriptions	123,009	56,567	66,442	45.99%
Educational Reimbursement	58,580	16,466	42,114	28.11%
Training	54,360	17,027	37,333	31.32%
<b>Total Operating</b>	<b>2,818,849</b>	<b>1,249,585</b>	<b>1,569,264</b>	<b>44.33%</b>
<b>Capital Outlay</b>				
Buildings	3,400	-	3,400	0.00%
Equipment	98,590	25,104	73,486	25.46%
Vehicles	1,324,896	-	1,324,896	0.00%
<b>Total Capital Outlay</b>	<b>1,426,886</b>	<b>25,104</b>	<b>1,401,782</b>	<b>1.76%</b>
<b>Debt Service</b>				
Principal	444,107	199,143	244,964	44.84%
Interest	12,743	8,191	4,552	64.28%
<b>Total Debt Service</b>	<b>456,850</b>	<b>207,334</b>	<b>249,516</b>	<b>45.38%</b>
<b>Total Expenditures</b>	<b>20,554,793</b>	<b>7,973,508</b>	<b>12,581,285</b>	<b>38.79%</b>
Revenues over Expenditures		\$ 10,133,051		
<b>Reserves</b>				
Assigned:				
Operating Expenditures Oct - Dec	4,716,470			
Hurricane/Disaster	1,572,157			
Apparatus	500,000			
Unassigned:				
General Operating	43,200			
<b>Total Reserves</b>	<b>6,831,827</b>			
<b>Total Expenditures and Reserves</b>	<b>\$ 27,386,620</b>			

**IONA MCGREGOR FIRE DISTRICT**  
**2018 - 2019 FISCAL YEAR**  
**Ad Valorem Tax Revenues to Date**

Date Received	Taxes	Interest	Discounts	Commissions	Other *	Net Amount Remitted by the Tax Collector
11/15/2018	\$ 424,844.73	\$ -	\$ 18,831.93	\$ 9,380.52	\$ 513.55	\$ 397,145.83
11/30/2018	4,708,517.98	-	188,266.69	90,429.92	170.95	4,429,992.32
12/14/2018	10,865,203.70	-	434,493.30	208,744.38	1,377.21	10,223,343.23
12/28/2018	1,192,167.24	-	43,489.86	23,069.94	102.88	1,125,710.32
1/15/2019	766,105.00	-	23,006.07	14,910.92	(708.13)	727,479.88
2/15/2019	671,275.88	-	15,118.28	13,389.31	(5,157.89)	637,610.40
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
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	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	<u>\$18,628,114.53</u>	<u>\$ -</u>	<u>\$ 723,206.13</u>	<u>\$ 359,924.99</u>	<u>\$ (3,701.43)</u>	<u>\$ 17,541,281.98</u>

\* Note - The "other" column includes prior year taxes, penalties, refunds, corrections, interest and other costs.

**CURRENT AND LAST 5 FISCAL YEARS COLLECTION ANALYSIS**  
As of February 28, of each year

Fiscal Year		Revenue	Discounts	Commissions
2019				
	Budget	20,352,023	732,000	395,000
	Actual	18,624,413	723,206	359,925
		91.51%	98.80%	91.12%
2018				
	Budget	19,193,971	690,000	383,000
	Actual	17,440,790	679,298	337,495
		90.87%	98.45%	88.12%
2017				
	Budget	18,354,838	645,000	359,000
	Actual	16,793,128	654,232	324,787
		91.49%	101.43%	90.47%
2016				
	Budget	17,185,982	600,000	335,000
	Actual	15,750,755	611,090	304,211
		91.65%	101.85%	90.81%
2015				
	Budget	16,336,286	570,000	315,000
	Actual	14,767,402	571,723	285,237
		90.40%	100.30%	90.55%
2014				
	Budget	15,328,367	523,000	282,000
	Actual	13,795,399	534,225	266,572
		90.00%	102.15%	94.53%

**Check History Report**  
**Sorted By Check Number**  
**Activity From: 2/1/2019 to 2/28/2019**

**IONA MCGREGOR FIRE DISTRICT (IMF)**

**Bank Code:** B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
018044	2/14/2019	ACTION	ACTION AUTOMATIC DOOR CO.	221.25	Auto
018045	2/14/2019	AD	ADVANCED DISPOSAL-FT MYERS	684.96	Auto
018046	2/14/2019	AGREAT	A GREAT SHIRT FOR LESS!	331.87	Auto
018047	2/14/2019	AIRGAS	AIRGAS	161.45	Auto
018048	2/14/2019	ALLHAND	ALL HANDS FIRE EQUIPMENT	420.17	Auto
018049	2/14/2019	ALLPHAS	ALL PHASE ELECTRIC SVC OF FL INC	3,296.56	Auto
018050	2/14/2019	ARMCHEM	ARMCHEM INTERNATIONAL	608.00	Auto
018051	2/14/2019	BARBER	TERENCE BARBER	150.00	Auto
018052	2/14/2019	BONITA	BONITA SPRINGS FIRE DEPT	126.81	Auto
018053	2/14/2019	BUCK	BUCKEYE CLEANING CENTERS	247.96	Auto
018054	2/14/2019	CALLAGH	CALLAGHAN TIRE ENTERPRISES INC	393.25	Auto
018055	2/14/2019	CINTAS	CINTAS CORPORATION #294	93.00	Auto
018056	2/14/2019	CITYELE	CITY ELECTRIC SUPPLY COMPANY	332.00	Auto
018057	2/14/2019	COOPER	GARY COOPER	10.00	Auto
018058	2/14/2019	CORPORA	CORPORATE BILLING, INC	891.07	Auto
018059	2/14/2019	CRYSTAL	CRYSTAL SPRINGS	9.05	Auto
018060	2/14/2019	EMP	EMERGENCY MEDICAL PRODUCTS	572.51	Auto
018061	2/14/2019	FDTRAIN	FIRE DEPARTMENT TRAINING NETWORK	240.00	Auto
018062	2/14/2019	FFS	FL FIRE SYSTEMS, LLC	320.00	Auto
018063	2/14/2019	FPL5324	FL POWER & LIGHT CO.	390.54	Auto
018064	2/14/2019	FPL8590	FL POWER & LIGHT CO.	355.32	Auto
018065	2/14/2019	GLOBAL	GLOBAL EQUIPMENT CO.	256.63	Auto
018066	2/14/2019	GRAINGE	GRAINGER	332.96	Auto
018067	2/14/2019	GRALEY	GRALEY MECHANICAL, INC.	150.00	Auto
018068	2/14/2019	GROUND	GROUND EFFECTS	1,075.00	Auto
018069	2/14/2019	HAGEWOO	RONNIE HAGEWOOD	810.00	Auto
018070	2/14/2019	HOMD	Home Depot Credit Services	735.45	Auto
018071	2/14/2019	LEECTY	LEE COUNTY PUBLIC SAFETY-GCN	8,643.00	Auto
018072	2/14/2019	LEESAR	LEESAR INC	1,459.65	Auto
018073	2/14/2019	LOWES	LOWE'S	531.46	Auto
018074	2/14/2019	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
018075	2/14/2019	NAFECO	NAFECO	121.00	Auto
018076	2/14/2019	OGLETRE	OGLETREE DEAKINS	1,482.00	Auto
018077	2/14/2019	PALMBEA	PALM BEACH PLUMBING PARTS	112.14	Auto
018078	2/14/2019	PGIT	PREFERRED GOVERNMENTAL INS TRUST	25,313.67	Auto
018079	2/14/2019	QUAD	QUADMED, INC.	264.30	Auto
018080	2/14/2019	RICE	RICE WINDOWS AND DOORS	1,091.00	Auto
018081	2/14/2019	RICOH	RICOH USA, INC.	555.23	Auto
018082	2/14/2019	SECURED	SECURED SHREDDING SOLUTIONS	50.00	Auto
018083	2/14/2019	SOUTHOX	SOUTHERN OXYGEN & WELDING SUPPLY	264.65	Auto
018084	2/14/2019	STRAIL	SOUTH TRAIL FIRE DEPARTMENT	1,575.00	Auto
018085	2/14/2019	SWFPFF	SW FL PROFESSIONAL FIREFIGHTER	2,297.40	Auto
018086	2/14/2019	TEN8	TEN-8 FIRE EQUIPMENT, INC.	275.67	Auto
018087	2/14/2019	UPS	UNITED PARCEL SERVICE	1.09	Auto
018088	2/14/2019	VFIS	VFIS	9,057.00	Auto
018089	2/14/2019	WESTCOD	WEST COAST DESIGN & BUILD	317.50	Auto
018090	2/14/2019	ZOLL	ZOLL MEDICAL CORP.	14,250.86	Auto
018091	2/26/2019	ACTION	ACTION AUTOMATIC DOOR CO.	990.16	Auto
018092	2/26/2019	BALGAS	BALGAS	2,645.21	Auto
018093	2/26/2019	BARRYS	BARRY'S GRAVELY TRACTORS, INC.	47.41	Auto
018094	2/26/2019	BB&TGF	BB&T GOVERNMENTAL FINANCE	25,011.21	Auto
018095	2/26/2019	BLANDON	DANIEL BLANDON	500.00	Auto
018096	2/26/2019	BOA4074	BUSINESS CARD	8,198.65	Auto
018097	2/26/2019	BOA7406	BANK OF AMERICA BUSINESS CARD	246.73	Auto



**Check History Report**  
**Sorted By Check Number**  
**Activity From: 2/1/2019 to 2/28/2019**

**IONA MCGREGOR FIRE DISTRICT (IMF)**

**Bank Code:** B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
018098	2/26/2019	BOA8738	BANK OF AMERICA	419.94	Auto
018099	2/26/2019	BOA9353	BANK OF AMERICA BUSINESS CARD	26.88	Auto
018100	2/26/2019	BOCC	LEE COUNTY BOCC	8,407.37	Auto
018101	2/26/2019	BOUCHAR	LUKE BOUCHAR	100.00	Auto
018102	2/26/2019	CALLAGH	CALLAGHAN TIRE ENTERPRISES INC	1,560.38	Auto
018103	2/26/2019	CINTAS	CINTAS CORPORATION #294	62.00	Auto
018104	2/26/2019	CRISMAN	BRIAN CRISMAN	550.00	Auto
018105	2/26/2019	CRS	CRS TECHNOLOGY	5,935.44	Auto
018106	2/26/2019	DINGLE	SCOTT DINGLE	150.00	Auto
018107	2/26/2019	ESTERO	ESTERO FIRE RESCUE	1,722.00	Auto
018108	2/26/2019	FDOT	FL DEPT OF TRANSPORTATION	1.00	Auto
018109	2/26/2019	FPL0598	FL POWER & LIGHT CO.	1,052.90	Auto
018110	2/26/2019	FPL3327	FL POWER & LIGHT CO.	11.85	Auto
018111	2/26/2019	FPL6245	FL POWER & LIGHT CO.	515.40	Auto
018112	2/26/2019	HAMILTO	HAMILTON'S UNIFORMS, LLC	912.12	Auto
018113	2/26/2019	HOMD	Home Depot Credit Services	1,327.36	Auto
018114	2/26/2019	HOWARD	DAVE HOWARD	74.00	Auto
018115	2/26/2019	IAFC	IAFC MEMBERSHIP	250.00	Auto
018116	2/26/2019	LAMBERT	JASON LAMBERT	400.00	Auto
018117	2/26/2019	LOWES	LOWE'S	980.82	Auto
018118	2/26/2019	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
018119	2/26/2019	MARINE	MARINEMAX	387.52	Auto
018120	2/26/2019	MCMILLI	TRACY MCMILLION	197.86	Auto
018121	2/26/2019	MES	MUNICIPAL EMERGENCY SVCS, INC.	1,806.99	Auto
018122	2/26/2019	NAFECO	NAFECO	194.00	Auto
018123	2/26/2019	OFFICE	OFFICE DEPOT BUSINESS ACCOUNT	44.97	Auto
018124	2/26/2019	PITNEY	PITNEY BOWES PURCHASE POWER	100.00	Auto
018125	2/26/2019	PRIN VI	PRINCIPAL LIFE - VISION	1,077.89	Auto
018126	2/26/2019	PRINCIP	PRINCIPAL LIFE INSURANCE CO	14,000.59	Auto
018127	2/26/2019	PURCHAS	PURCHASE POINT EQUIPMENT SUPPLY LLC	778.00	Auto
018128	2/26/2019	RYAN	RYAN PETROLEUM	4,187.82	Auto
018129	2/26/2019	SCHMIDT	MARLIN SCHMIDT	200.00	Auto
018130	2/26/2019	SECURED	SECURED SHREDDING SOLUTIONS	25.00	Auto
018131	2/26/2019	SOUTH	SOUTH FL EMERGENCY VEHICLES	18,206.34	Auto
018132	2/26/2019	STAND	STANDARD INSURANCE CO.	12,561.58	Auto
018133	2/26/2019	STEINKE	MEGAN STEINKE	155.00	Auto
018134	2/26/2019	SWFPFF	SW FL PROFESSIONAL FIREFIGHTER	2,326.95	Auto
018135	2/26/2019	VALVO	SUNSHINE LUBES LLC	143.50	Auto
018136	2/26/2019	ZINGER	CYNTHIA ZINGER	74.00	Auto
W00159	2/1/2019	LOCUMS	LOCUMS DOC, INC	2,083.33	Wire Transfer
W00160	2/1/2019	COLLIFE	COLONIAL LIFE PREMIUM PROCESSING	4,298.14	Wire Transfer
W00161	2/6/2019	NEWS	NEWS-PRESS MEDIA GROUP	255.70	Wire Transfer
W00162	2/19/2019	BOA4074	BUSINESS CARD	6,556.91	Wire Transfer
W00163	2/19/2019	LCU	LEE COUNTY UTILITIES	900.51	Wire Transfer
W00164	2/21/2019	CIGNA	CIGNA HEALTHCARE	141,888.55	Wire Transfer
W00165	2/20/2019	ENTERPR	ENTERPRISE FM TRUST	3,139.86	Wire Transfer
W00166	2/21/2019	VERIZON	VERIZON	1,283.60	Wire Transfer
W00167	2/27/2019	TECO	TECO	33.26	Wire Transfer
W00168	2/27/2019	T3	T3 COMMUNICATIONS, INC.	7,138.12	Wire Transfer
W00169	2/28/2019	COLLIFE	COLONIAL LIFE PREMIUM PROCESSING	4,298.14	Wire Transfer
W00170	2/28/2019	LOCUMS	LOCUMS DOC, INC	2,083.33	Wire Transfer
<b>Bank B Total:</b>				<b>373,872.12</b>	
<b>Report Total:</b>				<b>373,872.12</b>	

## BOARD MEETING AGENDA ITEM SUMMARY

Board Meeting Date: 3/20/2019

Agenda Item Category      Decision Making Agenda Item

**SUBJECT: Interlocal Agreement**

**PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:**

**Fire Chief Howard**

**BACKGROUND/DETAIL OF AGENDA ITEM:**

In 1996 and in the best interest of the health , safety, and welfare of the public and being mutually adventagous for the parties to cooperate with each other in providing a closest unit response to fire, rescue, and other emergencies this interlocal agreement was enacted. Participation in the enterlocal agreement has increased from the original parties to include other local fire districts. The City of Fort Myers is requesting to participate in this agreement.

**BUDGET IMPACT: No**

**If Yes, how much? From where?**

Click or tap here to enter text.

**REQUESTED BOARD ACTION:**

**Authorize Chief Howard to sign the updated closest unit interlocal agreement to include the City of Fort Myers Fire Department**

**BOARD MEETING AGENDA ITEM SUMMARY****Board Meeting Date:** 03/20/2019**(Select All that Apply)****Decision Making Agenda Item****Discussion Purposes Only Agenda Item****Walk On Agenda Item****SUBJECT:**

Second Addendum to Chief's Employment Agreement

**PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:**

Chief Howard

**BACKGROUND/DETAIL OF AGENDA ITEM:**

Following the completion of the recent salary survey of the south six departments, I am proposing a step-based salary structure as described in Exhibit A.

In addition, it is the Chief's desire to extend the employment agreement until November, 2023.

**BUDGET IMPACT: Yes / No / Unknown – If Yes, how much? From where?**

No

**REQUESTED BOARD ACTION:**

It is requested that the Board approve the execution of the Second Addendum to the Employment Agreement as presented.

**SECOND ADDENDUM  
TO  
EMPLOYMENT AGREEMENT  
BETWEEN  
IONA MCGREGOR FIRE CONTROL AND RESCUE SERVICE DISTRICT  
AND  
DAVID HOWARD**

This Second Addendum is made and entered into this 20<sup>th</sup> day of March 2017, by and between the IONA MCGREGOR FIRE CONTROL AND RESCUE SERVICE DISTRICT, hereinafter referred to as “District”, and DAVID HOWARD, hereinafter referred to as “Chief”.

**Witnesseth:**

WHEREAS, the District and the Chief entered into an Employment Agreement (“Agreement”) on or about November 16, 2016; and,

WHEREAS, the District and the Chief executed the First Addendum to the Agreement on October 18, 2017; and,

WHEREAS, the term of the Agreement expires November 30, 2020, subject, however to prior termination or retirement as provided in the Agreement; and,

WHEREAS, the parties wish to amend/extend the term of the Agreement and to amend the salary provision of the Agreement.

NOW THEREFORE, the District and the Chief hereby agree to amend the terms of the Agreement dated November 16, 2016, as follows:

1. Section 2 of the Agreement entitled “TERM” is hereby amended to extend the Employment Agreement termination/ending date to November 30, 2023.
2. Section 5 of the Agreement entitled “SALARY” is hereby amended to a step-based salary structure as described in Exhibit A beginning with the current position of Chief 3, to be paid bi-weekly in equal amounts, unless increased by the District or unless decreased in an amount equal to an across-the-board decrease in all of the District employees’ salaries, effective with the next pay period following the execution of this addendum.

Except as amended herein, and the First Addendum, the Employment Agreement between the District and the Chief dated November 16, 2016 shall remain in full force and effect.

In witness whereof, the parties have executed this Second Addendum to the Employment Agreement between the District and the Chief, pursuant to all necessary legal action, this 20<sup>th</sup> day of March 2019.

IONA MCGREGOR FIRE  
PROTECTION AND RESCUE SERVICE  
DISTRICT

CHIEF

By: \_\_\_\_\_  
James J. Walker, Chair

\_\_\_\_\_  
David Howard

Second Addendum to Employment Agreement

Chief Howard

Exhibit A

Iona McGregor Fire District  
 Proposed Graduated Pay Structure  
 Sworn Positions  
 For Fiscal Year 2018-2019

POSITION	SALARY OR EQUIVALENT	% INCREASE OVER PREVIOUS RANK (SAME STEP)	% INCREASE OVER PREVIOUS STEP
Chief-5	\$ 162,541	12%	2.00%
Chief-4	159,354	12%	2.00%
Chief-3	156,229	12%	2.00%
Chief-2	153,166	12%	2.00%
Chief-1P	150,163	12%	3.44%

**BOARD MEETING AGENDA ITEM SUMMARY****Board Meeting Date:** 03/20/2019**(Select All that Apply)****Decision Making Agenda Item****Discussion Purposes Only Agenda Item****Walk On Agenda Item****SUBJECT:**

Establish investment account with Florida Fixed Income Trust (FL-FIT)

**PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:**

Chief Howard, CFO Winzenread

**BACKGROUND/DETAIL OF AGENDA ITEM:**

Florida Fixed Income Trust is a local government investment pool similar to Florida PRIME, where the bulk of the District's surplus funds are currently invested. FL-FIT has rates of return that are comparable to those of FL PRIME and also provides next day liquidity. By investing District surplus funds in both FL PRIME and FL-FIT, the District will reduce concentration risk while maintaining attractive rates of return. FL-FIT is an authorized investment under Chapter 218.415(17), FS.

**BUDGET IMPACT: Yes / No / Unknown – If Yes, how much? From where?**

No

**REQUESTED BOARD ACTION:**

It is recommended that the Board approve the establishment of an investment account for District surplus funds with FL-FIT, designate Chief Howard and CFO Winzenread as authorized "Traders", and execute the required documentation.



## Governmental Shareholder Account Application

U.S. Mail:  
FL-FIT  
PO BOX 9691  
TAMPA FL. 33674

For Questions or Assistance:  
Please Call: 1-877-39-FL FIT (393-5348) or visit our website at [www.fl-fit.com](http://www.fl-fit.com)

This form must be completed and signed in order to establish an account with FL-FIT. If you have any questions regarding this application or how to invest, please call Shareholder Services toll free at the above-referenced number. Thank you.

In compliance with the USA PATRIOT Act, all financial institutions (including mutual funds) are required to obtain, verify and record the following information for all registered owners or others who may be authorized to act on an account: full name, date of birth, Social Security number and permanent street address. Corporate, trusts and other entity accounts require additional documentation. This information will be used to verify your true identity. We will return your application if any of this information is missing, and we may request additional information from you for verifications purposes. In the rare event that we are unable to verify your identity, the Fund reserves the right to redeem your account at the current day's net asset value.

### 1 INVESTMENT INFORMATION

*Minimum Investment of \$100,000.00. Please make wire payable to "FL-FIT". Please indicate in which pools you are interested.*

Preferred Deposit Pool

☐ Cash Pool

Enhanced Cash Pool

☐ 1 - 3 Year Pool

All Pools

### 2 INFORMATION ABOUT YOUR ACCOUNT

Name of Entity: Iona-McGregor Fire Protection & Rescue Service District

Address: 6061 South Pointe Blvd.

FL Myers, FL 33919

EIN: 59-1651622

County of Tax Residency: Lee

Phone Number/ Email: (239) 433-0660

Authorized Trader(s) Name(s)\*: David Howard, Fire Chief

Email: howard@ionafire.com

Mark Winzenread, CFO

Email: winzenread@ionafire.com

(\*Please enclose copies of any corporate/ governmental information which authorizes and identifies individuals to conduct transactions on this account. Authorized traders will have an online account created which will allow them to make trades for both purchase and redemption. )

### 3 REDEMPTION TRANSACTIONS

*All Dividends are reinvested.* Please indicate to which account you would like your redemption transactions to be directed below.

Name of Bank: BankUnited

ABA Number: 267090594

Registration of Account: Iona McGregor Fire Protection and Rescue Service District

Account Number: 9854641130



Checking or



Savings

Bank Address: 12748 S Cleveland Ave

Fort Myers, FL 33907

### 4 DUPLICATE ACCOUNT STATEMENTS (optional)

Please send a duplicate account statement to the party below: (If more than one duplicate desired, then attach additional names and addresses)

Name/Relationship to Investor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

### 5 SIGNATURE(S)

Signature (Owner, Trustee, Etc.) \_\_\_\_\_

Taxpayer ID Number: 59-1651622

Date: \_\_\_\_\_

**INSTRUMENT OF ADOPTION**  
**of that certain**  
**Indenture of Trust for the Florida Fixed Income Trust**

This Instrument of Adoption (this "Instrument") is executed as of the 20th day of March, 2019 by and on behalf of Iona-McGregor Fire Protection & Rescue Service District.

Reference is made to that certain Indenture of Trust for the Florida Fixed Income Trust, dated as of April 28, 2010, made by and among certain Initial Participants (as defined therein) and such additional Participants who may have heretofore and may hereafter join therein, and as may have been and may be modified or amended as provided therein (the "Indenture of Trust"). Capitalized terms not defined in this Instrument shall have the meanings given in the Indenture of Trust.

By executing this Instrument, the undersigned represents and warrants that (a) the undersigned is a Local Government Entity as defined in the Indenture of Trust; (b) the person executing this Instrument on behalf of the undersigned is the treasurer, chief financial officer, or other local official who is properly authorized to invest the surplus public funds of the undersigned, and is thus a Treasurer as defined in the Indenture of Trust; (c) the undersigned has tendered to the Trust the minimum investment required under the Indenture of Trust; and (d) the undersigned (i) has taken all required official action to adopt and authorize the execution of the Indenture of Trust including, without limitation, adopting a written investment policy consistent with the Indenture of Trust and the Permitted Investments List or amending or modifying any existing written investment policy not consistent with the Indenture of Trust or the Permitted Investments List, and (ii) has furnished to the Trustees evidence satisfactory to the Trustees that such official action has been taken.

By executing this Instrument, the undersigned agrees that it will be bound by all terms and conditions of the Indenture of Trust, as amended from time to time, including without limitation that it will maintain a written investment policy consistent with the provisions of the Indenture of Trust and the Permitted Investments List, as each of the same may be amended from time to time.

IN WITNESS WHEREOF, the undersigned has executed this Instrument as of the day first above written.

PARTICIPANT

\_\_\_\_\_  
Ethan Langford

By:  
Treasurer as defined herein



STATE OF FLORIDA

COUNTY OF Lee

The foregoing instrument was sworn to and subscribed before me this 20<sup>th</sup> day of March, 20 19, by Ethan Langford, as Treasurer (as defined in the foregoing instrument) of Iona-McGregor Fire Protection & Rescue Service District, an independent special district. Such person is personally know to me or he has produced \_\_\_\_\_ (type of identification) as identification.

\_\_\_\_\_  
Notary Public, State of Florida

Cynthia Zinger

\_\_\_\_\_  
(Print, Type or Stamp Commissioned  
Name of Notary Public)

**WERTZ YORK CAPITAL MANAGEMENT GROUP, LLC  
D/B/A WATER WALKER INVESTMENTS**

**SELLER'S DISCLOSURE STATEMENT**

The purpose of this Seller's Disclosure Statement is to comply with the requirements of Rule 206(4)-3 of the Investment Advisers Act of 1940 (the "Act") and rules promulgated by the Financial Industry Regulatory Authority ("FINRA"), and to inform you, Iona-McGregor Fire & Rescue District ("Client") that Florida Association of Special Districts (FASD) currently serves as a unaffiliated selling agent for Wertz York Capital Management Group, LLC d/b/a Water Walker Investments ("Water Walker"), a Florida limited liability company.

Client hereby acknowledges receiving and understanding the following disclosures provided by FASD:

- FASD and Water Walker have entered into a written agreement whereby FASD will use its best efforts to solicit and refer as clients those individuals or entities that it believes are suitable and appropriate to purchase the FL-FIT Product provided by the Water Walker, in exchange for sharing fees received by Water Walker for serving as the administrative agent for the FL-FIT Product with FASD.
- Water Walker will share with FASD a portion of the fees it receives for serving as the administrative agent for the FL-FIT Product deposits, depending on the average amount of daily assets held in the FL-FIT Product by FASD clients. The amount of the fees received by FASD may be adjusted from time to time due to costs imposed by third parties other than FASD or Water Walker in connection with investments made in the FL-FIT Product.
- Water Walker will not charge Client any fees as a result of its agreement with FASD. No fees, or commissions will be charged to Client for purchasing an FL-FIT Product.
- FASD is an independent contractor, and is not an affiliate, agent, representative, partner or employee of Water Walker.
- FASD does not have authority to accept a client agreement on behalf of Water Walker. All client agreements with the Water Walker are subject to acceptance by the Water Walker.

**Acknowledgment of Receipt of Disclosures and Documents:**

By signing below, Client acknowledges receiving this *Disclosure Statement*, with all disclosures recited above.

**Client Printed Name (if applicable)**

Signature: \_\_\_\_\_

Name: Ethan Langford, Treasurer

Date: \_\_\_\_\_



5502 N Nebraska Ave  
Tampa, FL 33604  
813-238-4800

[WaterWalkerInvestments.com](http://WaterWalkerInvestments.com)

Presented By:

David Jang, Partner  
Client Advisory Services  
407-618-4269  
[David@waterwalkerinvestments.com](mailto:David@waterwalkerinvestments.com)

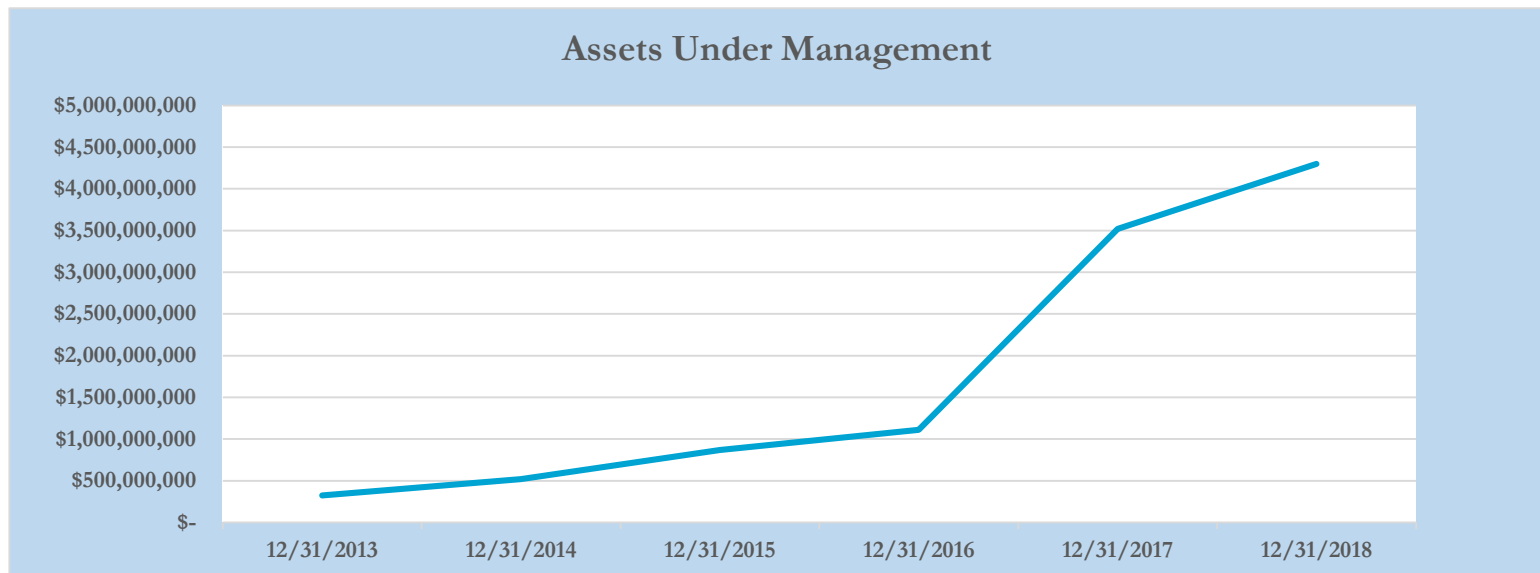
Jeff Kern, Vice President  
Client Advisory Services  
813-440-5087  
[jkern@waterwalkerinvestments.com](mailto:jkern@waterwalkerinvestments.com)




February 26, 2019

# WATER WALKER INVESTMENTS

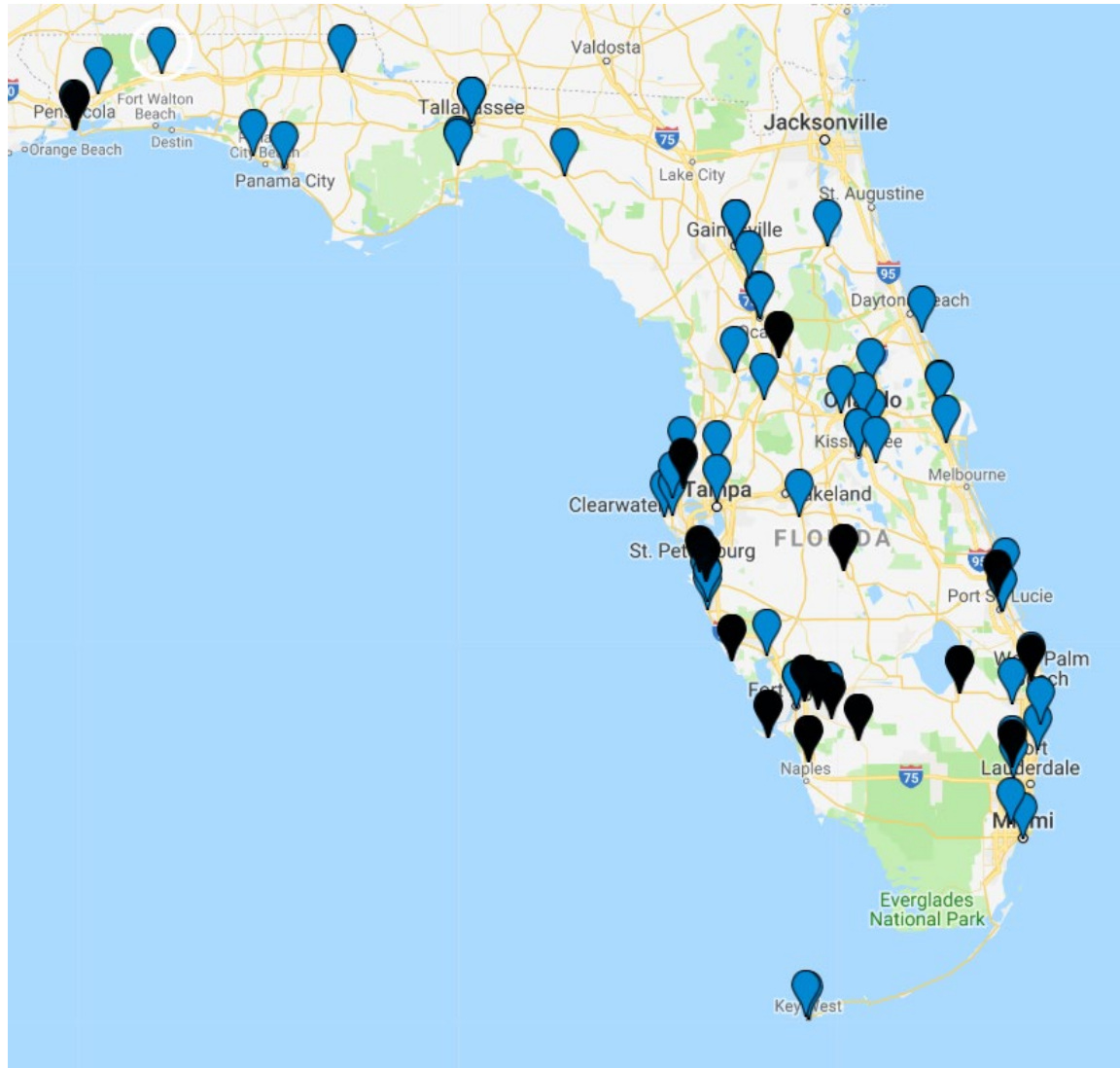
- Has been managing Florida public funds since 2000
  - Investment Management/Consulting
  - Local Government Investment Pool
- Selected as the investment manager to the Florida Fixed Income Trust in 2010
  - Local Government investment pool created by Florida Statute 163.01
  - Authorized investment under Chapter 218.415 of state investment statutes
- Assets Under Management (AUM) \$4.6 Billion as of 12/31/2018



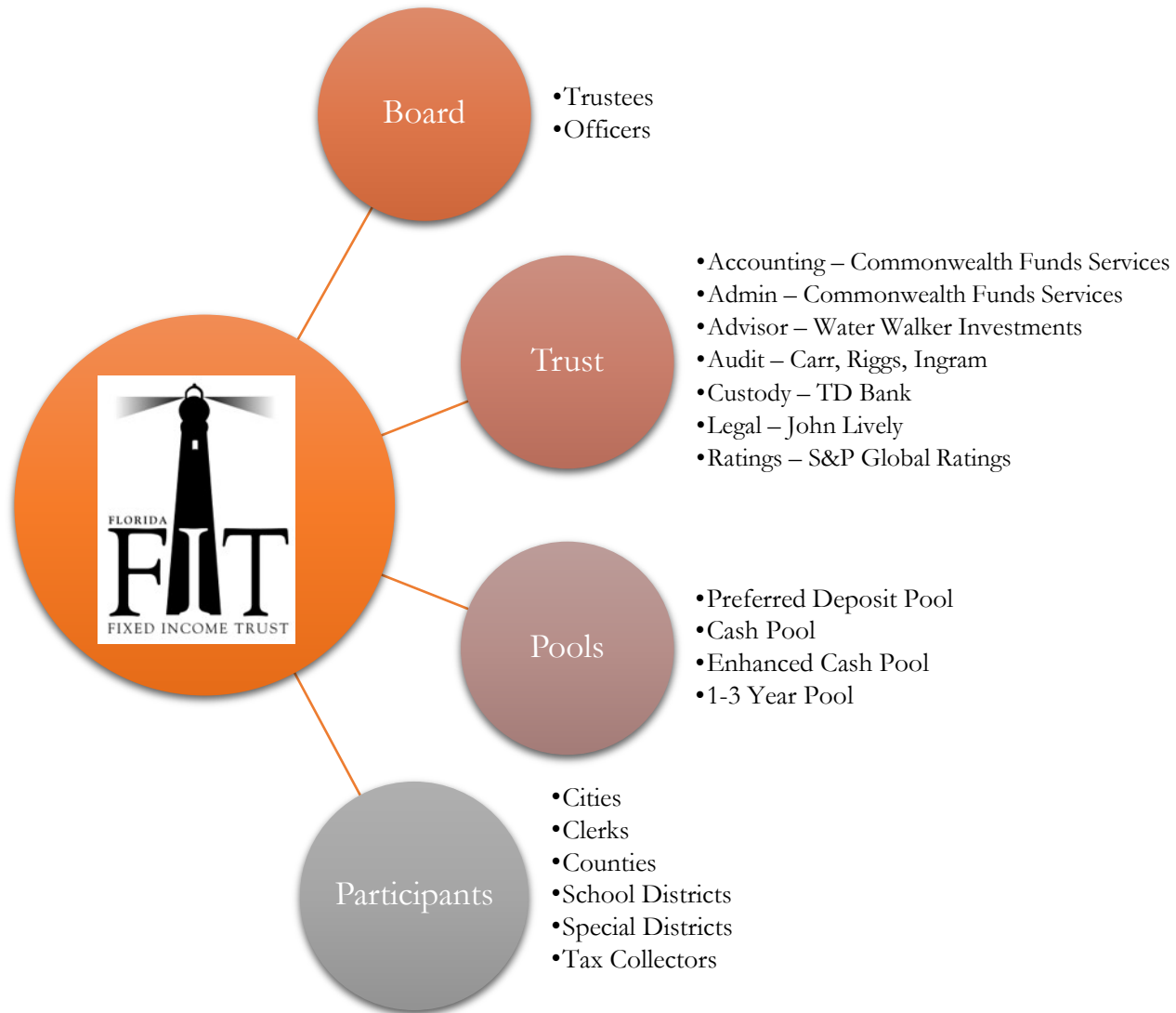
# OUR SERVICES

Florida Fixed Income Trust (FL-FIT)	Separately Managed Accounts (SMAs)	Treasury Management Services & Investment Consulting
<p>FL-FIT is an investment solution designed specifically to fit the needs of Florida's local governments. The Trust features various investment pools including:</p> <ul style="list-style-type: none"> <li>◆ Preferred Deposit Pool</li> <li>◆ Cash Pool</li> <li>◆ Enhanced Cash Pool</li> <li>◆ 1-3 Year Pool</li> </ul> 	<p>Our firm offers a comprehensive solution for those public entities that are interested in outsourcing all or part of the investment process. The services under the SMA include but are not limited to:</p> <ul style="list-style-type: none"> <li>◆ Setting individual goals and objectives for the investment portfolio</li> <li>◆ Developing an investment strategy within the parameters of your investment policy.</li> <li>◆ Executing Trades</li> <li>◆ Actively monitor the portfolio</li> <li>◆ Provide monthly online reporting and in-person quarterly performance reviews.</li> </ul>	<p>Our firm can provide professional oversight to public entity cash &amp; investment portfolios. Services can include:</p> <ul style="list-style-type: none"> <li>◆ Investment Policy Statement review and development</li> <li>◆ Cash flow analysis</li> <li>◆ Analyze market conditions and review security selection</li> <li>◆ Internal controls on the investment process</li> <li>◆ Monthly investment reporting and quarterly performance review</li> <li>◆ Review &amp; analyze concentration bank compensation structure</li> <li>◆ Custody bank analysis</li> <li>◆ Develop banking RFP; analyze pricing proposal, assist evaluation committee</li> </ul>

# OUR FLORIDA CLIENTS



# FLORIDA FIXED INCOME TRUST STRUCTURE





# FLORIDA FIXED INCOME TRUST

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- Oversight provided by a Board of Trustees comprised of your peers in Florida local government;
  - Andrew Jacobsen: Pinellas County Schools Admin
  - E.H. Levering Miami-Dade College
  - Stan Nichols: Santa Rosa County Tax Collector's Office
  - Randy Beach: Wakulla County School District
  - Michael Hollingsed: Orlando Utilities Commission
  - Kenny Blocker: The Villages
  - Amy Ady: City of Kissimmee

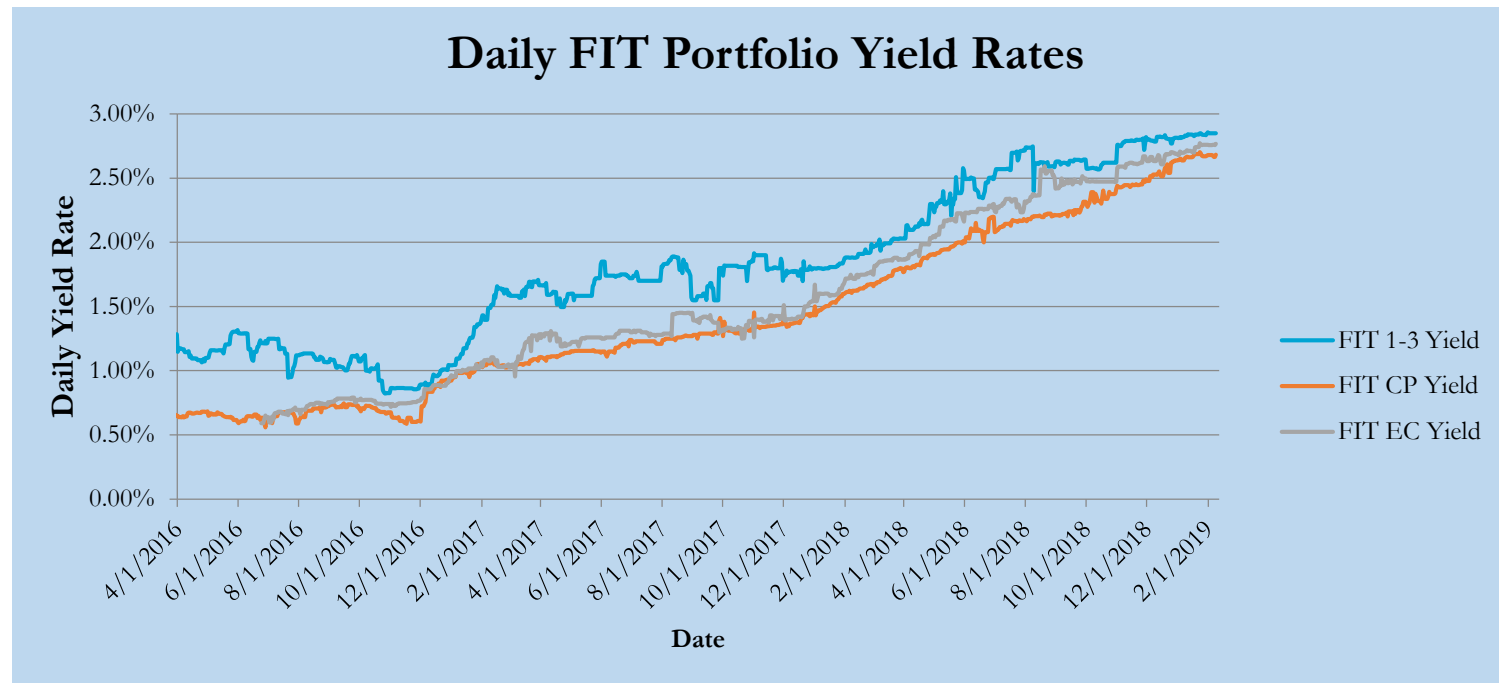


The Florida Fixed Income Trust (FL-FIT) is an investment solution specifically designed to meet the diverse needs of Florida's local governments. FL-FIT's four investment pools offer an alternative, liquid, and effective solution to meet your investment horizons. (website: [fl-fit.com](http://fl-fit.com))

- Preferred Deposit Pool
- Cash Pool
- Enhanced Cash Pool
- 1-3 Year Pool

# CURRENT PARTICIPANT YIELDS

Date	Fund	Daily Rate	Source
2/21/2019	FL-FIT Preferred Deposit Pool	2.38%	<a href="http://www.fl-fit.com">www.fl-fit.com</a>
2/21/2019	FL-FIT Cash Pool	2.68%	<a href="http://www.fl-fit.com">www.fl-fit.com</a>
2/21/2019	FL-FIT Enhanced Cash Pool	2.77%	<a href="http://www.fl-fit.com">www.fl-fit.com</a>
2/21/2019	FL-FIT 1-3 Year Pool	2.85%	<a href="http://www.fl-fit.com">www.fl-fit.com</a>

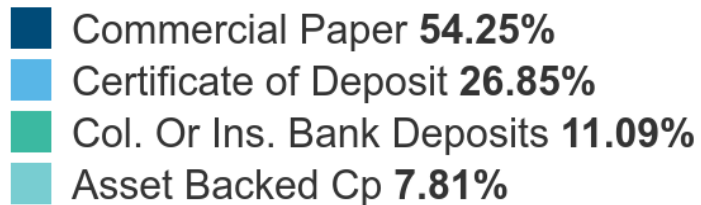
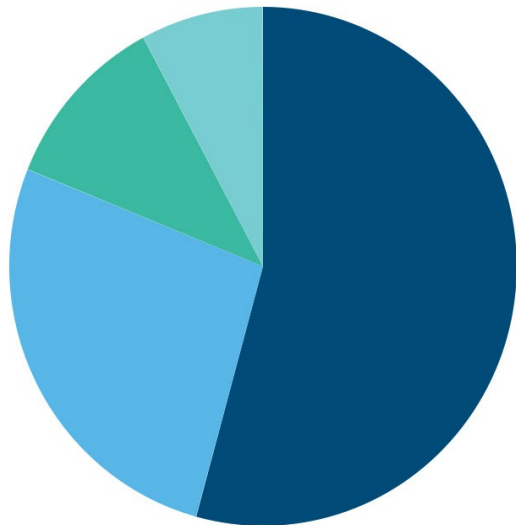


1. Investments in FL-FIT are not insured or guaranteed by the FDIC or any other government agency
2. Performance data quoted represents past performance; past performance does not guarantee future results. The investment return and principal value of an investment will fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original cost. Current performance of the fund may be lower or higher than the performance quoted.

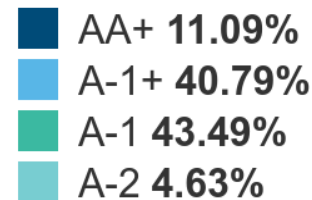
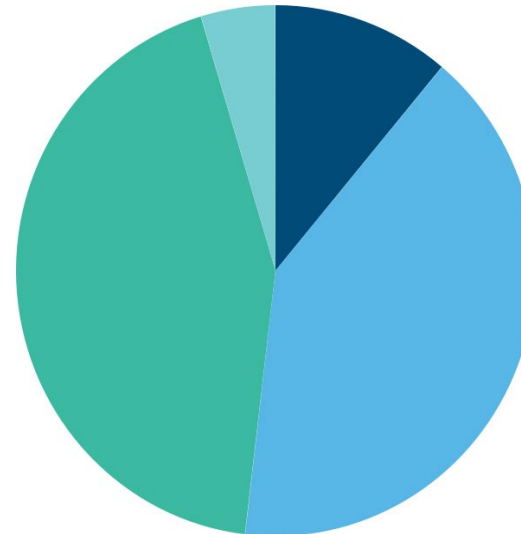
# CASH POOL CHARACTERISTICS AS OF 12/31/2018

- Floating Net Asset Value managed to dollar in dollar out
- Next Day Liquidity
- AAAf/S1+ rated by Standard & Poor Global Ratings

## Asset Allocation



## Credit Quality



# WATER WALKER INVESTMENTS HONORED

The Water Walker Investments Team is pleased and honored to be the recipient of The FASD's Associate Member of the Year Award.



## Media Release

### FLORIDA ASSOCIATION OF SPECIAL DISTRICTS

2713 Blairstone Lane  
Tallahassee, FL 32301

For more information, contact:

Fred Crawford, Executive Director  
fcrawford@cmc-associates.com

June 25, 2018

FOR IMMEDIATE RELEASE

### *Water Walker Investments – FASD Associate Member of the Year Award*

Tampa, FL – Water Walker Investments received the Associate Member of the Year Award for 2018 at the Florida Association of Special Districts (FASD) Annual Conference in Orlando.

The FASD Associate Member of the Year Award is presented to the company whose continuous support of the Association provides the opportunity to meet and exceed the expectations of the membership. The companies nominated for this award will represent associate members who exhibit, sponsor, advertise and advise for the betterment of the association and the industry.

Water Walker's David Jang is a long-time, regular speaker for FASD programs. Water Walker has supported FASD for years along with the entire Water Walker team including Brent Wertz, Jeff Huenink, and Jeff Kern. Water Walker always step up to help the FASD membership regarding the challenges of investing public funds. Water Walker has further helped FASD by developing a revenue sharing investment program through their Fixed Income Trust program.

FASD unifies and strengthens special purpose government through education, the exchange of ideas and active involvement in the legislative process. For information about FASD, please visit [www.fasd.com](http://www.fasd.com).

# PRESENTERS' BIOS



**David Jang**  
**Partner, Client Advisory Services**  
**28 Years Investment Experience**

David Jang is a Partner and manages the Client Advisory Services Team at Water Walker Investments. He directs the firm's marketing, client service, business development, and serves on the investment committee. David's comprehensive approach enables him to assist his clients gain greater efficiencies with their banking/custodial relationships as well as consult and manage their operating surplus investment and bond proceed portfolios to ensure adherence to state investment statutes and bond indentures.

Prior to joining Water Walker Investments, David spent 14 years working with Florida government clients and 28 years in investment advisory services.

David earned his Bachelor's degree in Economics from the Wharton School, University of Pennsylvania. He earned the Association of Financial Professionals (AFP) designation of Certified Treasury Professional (CTP). David also has FINRA Series 7, 24, 63, and 65 licenses and is a Registered Investment Advisor with the Florida Department of Financial Regulation.



**Jeff Kern**  
**Vice President, Client Advisory Services**  
**33 Years Investment Experience**

Jeff Kern is a Vice President and member of the Client Advisory Services Team at Water Walker Investments where his focus is business development. Jeff is responsible for developing and servicing client relationships, including cities, counties, special districts, and other public entities. He serves on several of the firm's committees, including investment and credit.

Jeff brings a wealth of experience to Water Walker Investments after spending 28 years with the Sarasota County Clerk and Comptroller where he was responsible for managing treasury and banking operations for a portfolio of nearly \$1 billion.

Mr. Kern earned a Bachelor's Degree in Finance from Florida State University.

# CONTACT INFORMATION

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## Client Advisory Team

David Jang, Partner, Client Advisory Services

- (407) 618-4269
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Jeff Kern, Vice President, Client Advisory Services

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## Portfolio Management Team

Brent Wertz, Managing Partner

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Brian McMillin, Portfolio Manager

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Eric Ebersole, Investment Analyst

- (813) 321-3253
- eric@waterwalkerinvestments.com

# S&P RATINGS DEFINED

Principal Stability Fund Ratings*	
Category	Definition
<b>AAAm</b>	A fund rated 'AAAm' demonstrates extremely strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. 'AAAm' is the highest principal stability fund rating assigned by S&P Global Ratings.
<b>AAm</b>	A fund rated 'AAm' demonstrates very strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. It differs from the highest-rated funds only to a small degree.
<b>Am</b>	A fund rated 'Am' demonstrates strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk, but is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than fund in higher-rated categories.
<b>BBBm</b>	A fund rated 'BBBm' demonstrates adequate capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. However, adverse economic conditions or changing circumstances are more likely to lead to a reduced capacity to maintain principal stability.
<b>BBm</b>	A fund rated 'BBm' demonstrates speculative characteristics and uncertain capacity to maintain principal stability. It is vulnerable to principal losses due to credit risk. While such funds will likely have some quality and protective characteristics, these may be outweighed by large uncertainties or major exposure to adverse conditions.
<b>Dm</b>	A fund rated 'Dm' has failed to maintain principal stability resulting in a realized or unrealized loss of principal.

\*The ratings from 'AAm' to 'BBm' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the rating categories.



# S&P RATINGS DEFINED

Fund Credit Quality Ratings*	
Category	Definition
<b>AAAf</b>	The fund's portfolio holdings provide extremely strong protection against losses from credit defaults.
<b>AAf</b>	The fund's portfolio holdings provide very strong protection against losses from credit defaults.
<b>Af</b>	The fund's portfolio holdings provide strong protection against losses from credit defaults.
<b>BBBf</b>	The fund's portfolio holdings provide adequate protection against losses from credit defaults.
<b>BBf</b>	The fund's portfolio holdings provide uncertain protection against losses from credit defaults.
<b>Bf</b>	The fund's portfolio holdings exhibit vulnerability to losses from credit defaults.
<b>CCCf</b>	The fund's portfolio holdings make it extremely vulnerable to losses from credit defaults.

\*The ratings from 'AAf' to 'CCCf' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the major rating categories.

Fund Volatility Ratings	
Category	Definition
<b>S1</b>	Funds that possess low sensitivity to changing market conditions are rated S1. These funds possess an aggregate level of risk that is less than or equal to that of a portfolio comprised of government securities maturing within one to three years and denominated in the base currency of the fund. Within this category, certain funds are designated with a plus sign (+). This indicates the fund's extremely low sensitivity to changing market conditions. These funds possess an aggregate level of risk that is less than or equal to that of a portfolio comprising the highest quality fixed-income instruments with an average maturity of 12 months or less.
<b>S2</b>	Funds that possess low to moderate sensitivity to changing market conditions are rated S2. These funds possess an aggregate level of risk that is less than or equal to that of a portfolio comprising government securities maturing within three to seven years and denominated in the base currency of the fund.
<b>S3</b>	Funds that possess moderate sensitivity to changing market conditions are rated S3. These funds possess an aggregate level of risk that is less than or equal to that of a portfolio comprising government securities maturing within seven to 10 years and denominated in the base currency of the fund.



# DISCLOSURES

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This presentation is only intended for institutional and/or sophisticated professional investors. This material is intended for informational purposes only and should not be relied upon to make an investment decision, as it was prepared without regard to any specific objectives, or financial circumstances. It should not be construed as an offer or to purchase/sell any investment. Any investment or strategy referenced may involve significant risks, including, but not limited to: risk of loss, illiquidity, unavailability within all jurisdictions, and may not be suitable for all investors. To the extent permitted by applicable law, no member of Water Walker Investments Team and/or Florida Fixed Income Trust or any officer, employee or associate accepts any liability whatsoever for any direct or consequential loss arising from any use of this presentation or its contents, including for negligence. This material is not intended for distribution to, or use by, any person in a jurisdiction where delivery would be contrary to applicable law or regulation, or it is subject to any contractual restriction. No further distribution is permissible without prior written consent.

The views expressed within this material constitute the perspective and judgment of Water Walker Investments and/or Florida Fixed Income Trust at the time of distribution and are subject to change. Any forecast, projection, or prediction of the market, the economy, economic trends, and equity or fixed-income markets are based upon current opinion as of the date of issue, and are also subject to change. Opinions and data presented are not necessarily indicative of future events or expected performance. Information contained herein is based on data obtained from recognized statistical services, issuer reports or communications, or other sources, believed to be reliable. No representation is made as to its accuracy or completeness.

Performance data quoted represents past performance; past performance does not guarantee future results. The investment return and principal value of an investment will fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original cost. Current performance of the fund may be lower or higher than the performance quoted.



# **IONA-MCGREGOR FIRE DISTRICT**

## **Executive Report**

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### **Executive Summary/ March 2019:**

#### **GENERAL:**

- Promotional testing for the position of Lieutenant will occur in the first week of April.
- Staff continues to work on and make progress on Strategic initiatives.
- New Engine 72 received and placed in service with a brief ceremony on March 13<sup>th</sup>.

#### **OPERATIONS:**

- DC Aquil attended a week long course at the National Fire Academy and hopes to continue encouraging others to pursue their robust training offerings.
  - We have multiple personnel who have expressed intent to apply for the Managing Officer program.
- Our Lieutenant candidates are continuing to prepare for the upcoming promotional process.
- Two new firefighters will be starting on C-shift (73) and B-shift (72) once they complete their new hire orientation.
- Water Operations Teams (Boat/Dive) will be participating in Boca Grande Pass Diving Cleanup event on March 23<sup>rd</sup> 2019.
- Division Chief McMillion has accepted a position with the City of Fort Myers Fire Department. We are managing the transition in the short term and making plans for filling the vacant position in the near future.

#### **LOGISTICS:**

- On March 13<sup>th</sup> we performed a ceremony and placed new Engine 72 in service. Thanks to all those involved in the Engine Focus Group. Special thanks to LT Quilty and B72, LT Garcia and C72, Firefighter Lockwood, LT Tansey, BC

Ashman, AC Comer and Chief Howard. Without these individuals this project would not have been possible.

- Annual Fire Sprinkler Inspections were performed at all stations.
- Aerial and ground ladder testing was performed in March

## **PREVENTION:**

INSPECTION VOLUME:	484
VIOLATIONS CLEARED:	4 of 15
% OF MANDATED INSPECTIONS AVERAGE:	99%
CPR / AED CLASSES:	17
CHILD PASSENGER SAFETY:	0
PUBLIC EDU. EVENT(S):	2
EAP PRESENTATIONS:	0
FIRE INVESTIGATIONS:	0

## **SUPERVISOR'S SUMMARY:**

1. Marked increase in social media presence and activity. Megan Contreras is doing a terrific job. [ post average persons engaged from 300s to 1500 monthly; Facebook likes increased; Facebook follows increased
2. Moving on plans for employee photos. Planning both Class A and turn out stills

## **TRAINING/EMS:**

- DC Steffens attended Post Bomb Blast / investigation class
- New Hire orientation has begun. Orientation is a 2 week process to introduce the probationary firefighters to the culture and techniques of IMFD
- Capt. Crisman is continuing processes with the division for DC McMillion.