

Iona McGregor Fire District Board of Fire Commissioners
September 16, 2020
6:00 PM

Meeting called to order"cv8-22"r o

Roll Call of Commissioners – Present are Vice Chair Barbosa, Commissioner Louwers, Secretary Andersen, Treasurer Langford, and Chair Walker

Opening Prayer and Pledge of Allegiance waived

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items – Chair Walker noted that there were guests in the audience and asked that they introduce themselves. JP Duncan, President of IAFF Local 1826 introduced himself and Angie Brown, Field Rep with 1826, noting that Ms. Brown retired after 26 years with EMS. Mr. Duncan thanked the board for allowing them to be here this evening.

Public Recognition -

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – August 12, 2020

Motion (5732) to approve minutes of August 12, 2020 made by Commissioner Andersen, second Commissioner Langford... carried.

2) Financial Report – August 2020

CFO mentioned that the report was provided prior to meeting and will entertain questions. Following a brief discussion, a **motion** (5733) to approve financial reports of August 2020 was made by Commissioner Barbosa with second by Commissioner Andersen... motion carries.

3) Oversight Policy

Commissioner Walker read the agenda item summary into record, “ I understand that our prime purpose as commissioners is to provide fiscal oversight of the tax money that is collected to operate the department, and to hire a competent person to manage the department. Be it known, I have no issue with the chief regarding this suggestion, therefore, I ask my fellow commissions to consider creating a policy that would require that all purchases that are not budget specific have specification with a scope of work which is to be sent to at least two vendors for bids. This request does not in any way reflect on the veracity of the person of the department but only to inform prospective vendors that they are not without competition for department business no matter what the product or service may be”. He then gave examples of actions taken by administration that he believes are done in the back room without oversight, such as the selection of contractor to renovate restrooms and another for replacement of tower stairs. Chair added that he feels the commission is not doing job of oversight of where money is going. We give away equipment and don't know who determines who decides what is surplus and why it can't be repaired and where does it go. Commissioner Louwers commented that commission establishes a budget which is set aside to do the work, policy in place to use the budget. Bids were brought to attention and asked for board approval prior to work. There is policy in place which addresses some of your concerns. With surplus items,

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it is on agenda and based upon Florida Statute for disposal. When on agenda is when discussion should be had as to why surplus item. The department in Tennessee that received our surplus equipment is a volunteer department and it was discussed when the items came up. When I asked questions on surplus items, I have received satisfactory responses and I believe this is a non-issue for surplus. There is a policy in place that addresses how money is spent. Following discussion on performance of due diligence, Commissioner Andersen stated that what he is asking for is already being done. The processes are already in place. We all voted unanimously to go ahead with the bathroom remodel recommendation. Bids were taken. Chair Walker made **motion** (5734) to direct attorney Pringle to develop an oversight policy for all purchases that are not budget specific have specification with a scope of work and necessary insurance for work. Motion fails for lack of support.

4) Surplus Items

Commissioner Lanford asked if item works and how are we disposing? DVP Mascarelli interjected that Fort Myers Shores has interest in the 2 Ray Marine displays as theirs do not work, they are outdated and technology obsolete; and we need to be up to date with our technology to perform marine response, adding the radar doesn't work it's from 1996. After brief discussion on the surplus listing, a **motion** (5735) to deem the presented items as surplus and authorize Chief to properly dispose of in accordance with FS 274.06 and donate marine displays to Fort Myers Shores Fire was offered by Commissioner Louwers with second from Commissioner Langford... carried.

5) Executive Report

Chief stated report is submitted and available for questions. Commissioner Walker asked about the meeting with community stakeholders, who are the stakeholders? Chief stated there were seventeen or eighteen persons throughout our community conducted through the TAP program. Although we have difficult time garnering participants with many not wishing to go out during pandemic, it was a diverse collection. Following questions, **motion** (5736) to accept Executive Report by was offered by Commissioner Langford, seconded by Commissioner Andersen... carried.

6) Attorney Report

Attorney Pringle mentioned that he had sent revised board manual electronically and the main change is an indexing of sections and margining. In addition, the document has been bookmarked adding that it is not before you for adoption but available for discussion. Commissioner Walker stated this is going in the right direction and would like to discuss with counsel in detail and then bring before board. Modification of the manual and policies was briefly addressed. Commissioner Walker is looking for manual as well as collection of the policies. Attorney Pringle stated that policies were included in the Codification Resolution in exhibit C. Board members were asked to contact attorney with any questions or comments; and it will be brought before Board at a later date. Following discussion of manual, **motion** (5737) to accept Attorney Report by Commissioner Andersen second by Commissioner Lanford... carried.

Request for marine event and instrumental in bringing Marc did great job.

7) DVP Reports – Districts 7 & 25

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District 25 – have been some fatalities in other departments and we participated in recent funerals. Thanks to those that assisted. **Motion** (5738) to accept the District 25 report was made by Commissioner Barbosa, second Commissioner Andersen... carried.

District 7 – nothing to report

Public Input on Non-Business Agenda Items – none

Commissioner Comments – Walker thanked guests for coming here. Saw democracy in action. When we leave here, we are friends.

Adjournment

Motion to adjourn made by Commissioner Langford, second Commissioner Andersen...

Meeting adjourned at 7:08

Approved by: _____

Print Name: _____

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Eleven Months Ended August 31, 2020 (Unaudited)

Revenues	Amended Budget	Actual	Variance	
			\$	%
Cash Carry Forward	\$ 9,606,935			
Ad valorem taxes	19,878,190	\$ 19,788,930	\$ (89,260)	99.55%
Permits, Fees & Special Assessments	95,000	81,317	(13,683)	85.60%
Intergovernmental	59,160	109,628	50,468	185.31%
Charges for services	51,000	41,864	(9,136)	82.09%
Interest Check/Demand Accounts	270,000	152,561	(117,439)	56.50%
Miscellaneous	53,453	92,570	39,117	173.18%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,406,803	20,266,870	(139,933)	99.31%
Total revenues and cash carry forward	<u>30,013,738</u>			
Expenditures				
Personnel services				
Salaries	10,529,757	8,829,192	1,700,565	83.85%
Benefits	5,676,405	4,868,275	808,130	85.76%
Operating Expenditures				
Professional and contractual	820,713	678,487	142,226	82.67%
Travel	106,475	29,234	77,241	27.46%
Communications & freight	143,320	133,302	10,018	93.01%
Utilities, equipment rental, and insurance	281,507	247,859	33,648	88.05%
Repairs and maintenance	694,143	504,379	189,764	72.66%
Other operational and administrative	321,320	248,791	72,529	77.43%
Supplies, tools & small equipment	387,370	323,267	64,103	83.45%
Education and training	133,150	53,071	80,079	39.86%
Capital expenditures	2,104,296	1,403,141	701,155	66.68%
Debt service	162,295	162,295	(0)	100.00%
Total Expenditures	21,360,751	17,481,294	3,879,457	81.84%
Revenues over/(under) expenditures	<u>(953,948)</u>	<u>\$ 2,785,576</u>	<u>\$ 3,739,524</u>	
Fund Balance/Cash Carry Forward	<u>8,652,987</u>			
Total expenditures and reserves	<u>\$ 30,013,738</u>			
		AUGUST	JULY	
Cash Balances				
BankUnited - Operating		\$ 878,310	\$ 794,920	
Petty Cash		-	-	
		<u>878,310</u>	<u>794,920</u>	
Investments				
General - SBA - Fund A		9,671,630	10,918,244	
BankUnited Money Market		2,010,698	2,009,848	
		<u>11,682,328</u>	<u>12,928,092</u>	
Total Cash and Investments		<u>\$ 12,560,638</u>	<u>\$ 13,723,012</u>	

Submitted for approval on September 16, 2020

Approved By: _____



(Signature)