

Iona McGregor Fire District Board of Fire Commissioners Agenda
October 21, 2020
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

Public Recognition

Business Agenda Items (Agenda Items Requiring Action)

- 1) Meeting Minutes – September 16th Tentative Millage & Budget Hearing, September 23rd Final Millage & Budget Hearing, and September 16, 2020 Monthly meetings
- 2) Financial Report – September 2020
- 3) Surplus Items
- 6) Executive Report
- 7) Attorney Report
- 8) DVP Reports – Districts 7 & 25

Public Input on Non-Business Agenda Items

Commissioner Comments

Adjournment

Tentative Millage and Budget Hearing
September 16, 2020
5:05 p.m.

Meeting called to order at 5:05 p.m.

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

Opening Prayer and Pledge of Allegiance observed

Public Input on Business Agenda Items – no public

Business Agenda Items

1) Presentation of Budget

Chief stated that Board had been previously provided budget packet in advance and referred questions to CFO Winzenread, noting the roll-back rate of 2.3775 as the proposed millage. CFO Winzenread noted two small changes from previous draft. The fund value carryover revised to \$10,076,867 due to an increase in personnel services from workers compensation modification resulting in almost \$18,000 increase. Commissioner Walker questioned the overtime being absorbed by budget. CFO stated due to employees leaving midyear unexpectedly, their annual budgeted expenditures were not fully realized. Commissioner Walker questioned the advertisement of tentative hearing to which he was informed that the meeting was advertised in the TRIM notice given to all property owners in the District. Following brief discussion, it was noted that no action is required and moved to public comments. Commissioner Louwers commented that he takes offense to statements such as ‘slush fund’ when discussing District business.

2) Public Comment on Budget – no public present

3) Resolution adopting a tentative Millage Rate for Fiscal year 2020/2021

Attorney Pringle stated that resolution should be read into record to comply with the laws of Florida, and read into record, “A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT ADOPTING A TENTATIVE MILLAGE RATE FOR FISCAL YEAR 2020/2021, COMMENCING ON OCTOBER 1, 2020, AND ENDING ON SEPTEMBER 30, 2021... sets the tentative operating millage rate of 2.3775 mills for fiscal year which is the roll back rate and does not exceed the rollback rate...” **Motion** (5729) to adopt Resolution 2020-04 setting tentative millage of 2.3775 mills was made by Commissioner Barbosa with second by Commissioner Andersen. Roll vote:

Commissioner Walker	yes
Commissioner Barbosa	aye
Commissioner Andersen	yes
Commissioner Langford	yes
Commissioner Louwers	yes

Motion carries, resolution adopted.

Tentative Millage and Budget Hearing
September 16, 2020
5:05 p.m.

4) Resolution establishing a tentative Budget for Fiscal year 2020/2021

Again Mr. Pringle read into the record, "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT ADOPTING A TENTATIVE BUDGET FOR FISCAL YEAR 2020/2021, COMMENCING ON OCTOBER 1, 2020, AND ENDING ON SEPTEMBER 30, 2021... based upon the millage rate set forth, the board sets the tentative budget setting forth the appropriations and revenue for fiscal year 2020-2021 in the amount of \$30,435,815.00..." **Motion** (5730) to adopt Resolution 2020-05 setting tentative budget at \$30,435,815.00 was offered by Commissioner Barbosa with second by Commissioner Andersen ... Roll vote:

Commissioner Walker	yes
Commissioner Barbosa	aye
Commissioner Andersen	yes
Commissioner Langford	yes
Commissioner Louwers	yes

Resolution adopted.

5) Determination of Final Budget hearing date

Motion (5731) to set the Final Millage and Budget Hearing for Wednesday, September 23, 2020 beginning at 5:05 p.m. to be held at this location was made by Commissioner Barbosa, second Commissioner Langford. During roll vote, Commissioners Barbosa, Langford, Andersen, Louwers, and Walker were all in favor.

Adjournment

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

Meeting adjourned at 5:35 p.m.

Approved by: _____

Print Name: _____

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

Meeting called to order at 6:00 pm

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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September 16, 2020

6:00 PM

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	<u>162,295</u>	<u>162,295</u>	<u>(0)</u>	<u>100.00%</u>
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>			
		<u>AUGUST</u>	<u>JULY</u>	
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		<u>2,010,698</u>	<u>2,009,848</u>	
		<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)

Final Millage and Budget Hearing
September 23, 2020

Meeting called to order at 5:11p.m.

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

Opening Prayer and Pledge of Allegiance observed

Business Agenda Items

1) Presentation of Budget

CFO Winzenread displayed the proposed final budget which has not changed from the tentative hearing budget. He added that it is at rollback rate of 2.3775 mills, with budget \$42,984 less than last year's budget.

2) Public Comment on Budget – none

3) Resolution adopting a Final Millage Rate for Fiscal year 2020/2021

Attorney Pringle read the title of resolution 2020-06 into record following noting the statutory requirements as, "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT ADOPTING THE FINAL MILLAGE RATE FOR FISCAL YEAR 2020/2021, COMMENCING ON OCTOBER 1, 2020, AND ENDING ON SEPTEMBER 30, 2021; PROVIDING FOR AN EFFECTIVE DATE... The Board of Commissioners does hereby adopt and set its final operating millage rate of 2.3775 mills (\$2.3775 per \$1,000.00 of net taxable assessed value) for the fiscal year 2020/2021. The final levy of 2.3775 mills is more than the rollback rate of 2.3775 mills by 0.00%". **Motion** (5739) to adopt resolution 2020-06 as read into the record was made by Commissioner Lanford, second by Commissioner Andersen Following no public input, roll vote:

James Walker –	not present
Steve Barbosa –	aye
James Andersen –	yes
Ethan Langford –	yes
Paul Louwers –	yes

4) Resolution establishing a Final Budget for Fiscal year 2020/2021

Attorney Pringle read resolution 2020-07 into the record as, "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2020/2021, COMMENCING ON OCTOBER 1, 2020, AND ENDING ON SEPTEMBER 30, 2021; PROVIDING FOR AN EFFECTIVE DATE... The final budget of estimated expenditures and revenue for the fiscal year commencing October 1, 2020, and ending September 30, 2021, in the amount of \$30,435,815 is hereby adopted." **Motion** (5740) to adopt resolution 2020-07 made by

Final Millage and Budget Hearing
September 23, 2020

Commissioner Langford, second Commissioner Andersen. Without public input or deliberation, roll vote:

James Walker –	not present
Steve Barbosa –	aye
James Andersen –	yes
Ethan Langford –	yes
Paul Louwers –	yes

Adjournment

Motion to adjourn made by Commissioner Louwers, second Commissioner Andersen... carried.

Meeting adjourned at 5:20p.m.

Approved by: _____

Print Name: _____

**BOARD MEETING AGENDA ITEM SUMMARY**Board Meeting Date: 10/21/2020

(Select All that Apply)



Decision Making Agenda Item



Discussion Purposes Only Agenda Item



Walk On Agenda Item

SUBJECT:

Surplus Item

PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:

DC Hernden / CFO Winzenread

BACKGROUND/DETAIL OF AGENDA ITEM:

Inventory item #01276, thermal imaging camera (TIC) is broken, obsolete, and is of no value. We would like to deem item as surplus, remove from inventory, and properly dispose.

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

No

REQUESTED BOARD ACTION:

It is recommended that the TIC be deemed as surplus and the Chief be authorized to dispose of in accordance with Florida Statute 274.06.



Iona-McGregor Fire District Executive Report

Executive Summary/October 2020:

GENERAL:

- Work is continuing on the Risk Assessment and Standard of Cover. The third module is close to completion.
- We continue to work with partnering agencies in coordinating response efforts to keep personnel and citizens safe during the global pandemic.

OPERATIONS:

- We had the unfortunate departure of a new employee, but still have 6 other firefighters within their probationary year. They have been working their respective shift schedules for approximately 7 weeks (after 3+ weeks of orientation that began August 4th).
- Region 6 Urban Search and Rescue (USAR) was placed on standby again for possible deployment post Hurricane Delta. This is the 2nd standby of the season for out of state deployment, but no active orders yet. We have about 6 weeks left in this record-setting season.
- We had a structure fire in early October on the border of a neighboring district with positive automatic aid collaboration. We will be further adjusting response efficiency with neighboring district(s).
- All special operations disciplines (TRT/USAR, Water ops, Hazmat) have participated in training and events recently as COVID has affected scheduling for many months.

LOGISTICS:

- Men's and EMS bathrooms at 72 complete.
- Demolition of 72 Women's and 73 LT's in progress.
- Fuel tank monitoring now done remotely, removing need for weekly tank dips (often missed and/or inaccurate).
- Station 74 beginning conversion to progressive tones and lighting
- Station 73 gear room nearing completion
- Final review and approval of uniform ordering website should be complete this month.

PREVENTION:

Date: October 2020

INSPECTION VOLUME:	750
VIOLATIONS CLEARED: past year to date	424 / 384
% OF MANDATED INSPECTIONS AVERAGE:	99%
CPR / AED CLASSES:	4
CHILD PASSENGER SAFETY:	0
PUBLIC EDU. EVENT(S):	6
EAP PRESENTATIONS:	0
FIRE INVESTIGATIONS:	0

SUPERVISOR'S SUMMARY:

- Very busy month for new businesses; OCC permit inspections and new construction
- Inspection volume made up for last month slow; **7300 inspection events last year!**
- Fire Prevention month – doing parades for the schools to compensate for no direct contact... kids love the show!

TRAINING/EMS:

- We had two firefighters (Michael Knight and Curtis Rine) that became credentialed to work as Paramedics under the license of our Medical Director.
- We held our first medical in-service since the beginning of COVID-19. We followed CDC guidelines to prevent Exposure.
- Conducted Pediatric Pre-hospital Emergency Medical Training
- Conducted Advanced cardiac Life Support training (ACLS)
- We conducted our quarterly Safety Committee Meeting



eso



ANALYTICS

Total Record Volume By Incident Type

Last 30 Days ▾

Sep 14, 2020 - Oct 13, 2020 ▾

Active equals Yes

54%

FIRE
Percentage of Total
Incidents

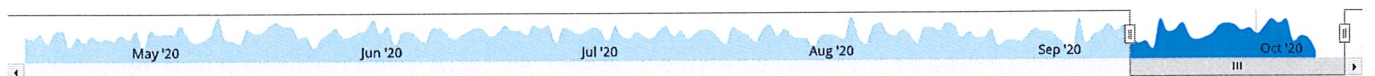
46%

EMS
Percentage of Total
Incidents

612

INCIDENTS
In Selected Time Slice

30

DAYS
In Selected Time Slice

Counts

% Rows

% Columns

% All

Week Ending	9/20/20	9/27/20	10/4/20	10/11/20	10/18/20	10/25/20	11/1/20	11/8/20	11/15/20	11/22/20	11/29/20	12/6/20	12/13/20	Total
(11) Structure Fire		1	1	2										4
(12) Fire in mobile property used as a fixed structure			1											1
(13) Mobile property (vehicle) fire		1												1
(24) Explosion (no fire)			1											1
(25) Excessive heat, scorch burns with no ignition		1												1
(30) Rescue, emergency medical call (EMS), other	2	9	6											17
(31) Medical assist	9	10	22	6										47
(32) Emergency medical service (EMS) incident	52	55	80	30										217
(34) Search for lost person	1	1												2
(35) Extrication, rescue	1		2	2										5
(38) Rescue or EMS standby		1												1
(44) Electrical wiring/equipm. problem	5	1	2	2										10
(51) Person in distress		1		1										2
(52) Water problem			1											1

Week Ending	9/20/20	9/27/20	10/4/20	10/11/20	10/18/20	10/25/20	11/1/20	11/8/20	11/15/20	11/22/20	11/29/20	12/6/20	12/13/20	Total
(53) Smoke, odor problem	1	1												2
(55) Public service assistance	20	20	15	11										66
(61) Dispatched and canceled en route	48	55	55	33										191
(62) Wrong location, no emergency found			1	1										2
(65) Steam, other gas mistaken for smoke	1	1	1											3
(70) False alarm and false call, other		2	3	2										7
(71) Malicious, mischievous false alarm		2												2
(73) System or detector malfunction	7	5	3	4										19
(74) Unintentional system/detect... operation (no fire)	3	2	4											9
UNK		1												1
Total	150	170	198	94										612



IAFF Local 1826

Southwest Florida Professional Fire Fighters & Paramedics District 7 Monthly Report

Meeting Date: 10/21/2020

General Information Update:

Nothing to report.

Brian Tansey, DVP



IAFF Local 1826

Southwest Florida Professional Fire Fighters & Paramedics District 25 Monthly Report

Meeting Date: 10/21/2020

General Information Update:

Nothing to report.

DVP Mascarelli