

Iona McGregor Fire District Board of Fire Commissioners

November 18, 2020

6:00 PM

Meeting called to order at 6:00 p.m.

Roll Call of Commissioners

Present – Chair Walker, Vice Chair Barbosa, Secretary Andersen, Treasurer Langford, Commissioner Louwers

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items – none

Public Recognition – Chief deferred to Community Relations Coordinator Contreras who introduced Mr. Visser and his family, along with Mr. Carmichael, via telephone, to the Board. Megan briefly described how Mr. Visser noticed a pool worker collapse; and he stepped into action performing CPR on the individual while waiting for emergency responders. His actions saved this man's life. Chief Howard presented a Citizen Life Safety Award to Mr. Robert Visser for his actions in administering CPR to a citizen on February 25, 2020. Mr. Visser thanked everyone adding that he highly recommends the CPR training.

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – October 21, 2020

Motion (5745) to approve minutes as presented made by Commissioner Andersen, second Commissioner Barbosa...carried.

2) Financial Report – October 2020

Commissioner Walker questioned USAR expenditure. CFO Winzenread responded that this constitutes our annual membership in Urban Search and Rescue (USAR), along with an additional \$10,000 assessment. DC Aquil gave brief information on the USAR team and our participation. Commissioner Walker believes that citizens should be made aware of the USAR team. Following discussion of the USAR operations, motion (5746) by Commissioner Langford to approve financial reports as submitted; second by Commissioner Andersen...carried.

3) Commission Manual Draft

Attorney Pringle gave handout to members noting that red print denotes changes made based upon conversation with Commissioner Walker to incorporate provision of board policies into the board manual. Following Mr. Pringle's explanation of the changes and inclusion of the Fund Balance Policy, Commissioner Louwers discussed the previous document that was given years ago and believes this should be a living document and not adopted as a policy. The Florida Statute governs commissioners and adopting policy and would require going back to pringle to amend the policy. Mr. Pringle addressed the concerns of Commissioner Louwers noting that it is a living document as you can amend at any time during a meeting with majority consent. Following discussion, Commissioner Walker made motion (5747) to adopt Commission Manual as prepared by Attorney Pringle, seconded by Commissioner Barbosa. Chair Walker called for roll vote, with results as:

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

Motion carries unanimously.

6) Executive Report

The Risk Assessment progress was briefly given by Assistant Chief Comer. He noted that this is to evaluate risks in our area and planning future responses, adding that we have completed three modules of six and are currently working on module 4. First, we classified the risks and then categorize the risk levels withing the classifications; probability or frequency of type, consequence, and impact of type. Commissioner Louwers mentioned that he is aware of the amount of work that has been put into this program. After no questions of the Risk Assessment, or other items of the Executive Report, motion (5748) to accept Executive Report made by Commissioner Walker, second Commissioner Langford... carried.

7) Attorney Report –

Mr. Pringle stated he had nothing further to report.

8) DVP Reports – Districts 7 & 25

Neither District had anything to report

Public Input on Non-Business Agenda Items – none

Commissioner Comments –

Swearing in of Commissioners Walker and Langford was performed by Attorney Pringle.

Adjournment

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

Meeting adjourned at 6:57

Approved by: _____

Print Name: _____

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

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,076,867			
Ad valorem taxes	20,049,066	\$ -	\$ (20,049,066)	0.00%
Permits, Fees & Special Assessments	95,000	-	(95,000)	0.00%
Intergovernmental	59,760	-	(59,760)	0.00%
Charges for services	51,000	5,507	(45,493)	10.80%
Interest Check/Demand Accounts	50,000	2,592	(47,408)	5.18%
Miscellaneous	54,122	16,944	(37,178)	31.31%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,358,948	25,043	(20,333,905)	0.12%

Total revenues and cash carry forward 30,435,815

Expenditures				
Personnel services				
Salaries	10,814,942	473,741	10,341,201	4.38%
Benefits	5,852,730	196,868	5,655,862	3.36%
Operating Expenditures				
Professional and contractual	848,093	40,625	807,468	4.79%
Travel	107,395	-	107,395	0.00%
Communications & freight	146,225	8,827	137,398	6.04%
Utilities, equipment rental, and insurance	282,478	59,148	223,330	20.94%
Repairs and maintenance	758,015	19,762	738,253	2.61%
Operational, small tools and equipment	427,225	14,471	412,754	3.39%
Fuel, supplies, and administrative	424,994	50,667	374,327	11.92%
Education and training	128,625	2,576	126,049	2.00%
Capital expenditures	1,427,000	-	1,427,000	0.00%
Debt service	100,045	-	100,045	0.00%
Total Expenditures	21,317,767	866,685	20,451,082	4.07%

Revenues over/(under) expenditures (958,819) \$ (841,643) \$ 117,176

Fund Balance/Cash Carry Forward 9,118,048

Total expenditures and reserves \$ 30,435,815

	OCTOBER	SEPTEMBER
Cash Balances		
BankUnited - Operating	\$ 1,077,964	\$ 1,114,914
Petty Cash	-	-
	<u>1,077,964</u>	<u>1,114,914</u>
Investments		
General - SBA - Fund A	6,175,729	7,923,988
BankUnited Money Market	<u>2,012,370</u>	<u>2,011,520</u>
	<u>8,188,099</u>	<u>9,935,508</u>
Total Cash and Investments	<u>\$ 9,266,064</u>	<u>\$ 11,050,422</u>

Submitted for approval on November 18, 2020

Approved By: _____

(Signature)