

Iona McGregor Fire District Board of Fire Commissioners Agenda
December 16, 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

Business Agenda Items (Agenda Items Requiring Action)

- 1) Meeting Minutes – November 18, 2020
- 2) Financial Report – November 2020
- 3) Commission Meeting Dates – 2021 Calendar Year
- 4) Election of Board Officers
- 5) Executive Report
- 6) Notice to Retire
- 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

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:

Iona McGregor Fire District Board of Fire Commissioners

November 18, 2020

6:00 PM

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)

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Iona McGregor Fire District
Financial Report
12/16/2020

<u>Included Reports (unaudited)</u>	<u>Page(s)</u>
Financial Report Notes	1
Balance Sheet as of November 30, 2020	2
Summary Statement of Activities – General Fund	3
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Ad Valorem Tax Analysis	6
Check Register – Month of November 2020	7-9

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
FINANCIAL REPORT NOTES
BALANCE SHEET AND STATEMENTS OF REVENUES AND EXPENDITURES
(UNAUDITED)**

For the Two Months Ended November 30, 2020

Notable items on the Balance Sheet:

Cash and Investments

The rates of return on surplus funds for the month of November are as follows:

- 0.22% - SBA (Florida PRIME Local Government Investment Pool)
- 0.49% - BankUnited

Liabilities

Liabilities totaling \$26,413 consist of trade accounts payable and amounts withheld from employees' pay for retirement, insurance and other voluntary payroll deductions.

Notable items on the Statements of Revenues and Expenditures:

Revenues

- Received approximately \$5.23 million in ad valorem tax revenues during the month of November. This represents about one-fourth of the annual budgeted total.
- Inspection fees totaled \$7,520 for the month of November.
- Interest on invested surplus funds totaled \$1,891 for the month of November.
- Miscellaneous revenue of \$7,916 consists of workers' compensation benefit payments.

Expenditures

- Purchased computer firewall appliances and wireless access points for upgrades at all stations - \$5,905
- Installed electronic fuel monitoring devices for Stations #73 & #74 - \$5,958
- Purchased 10 docking stations for upgraded mobile data computers - \$7,599
- Annual subscription renewal for inspection software - \$9,621
- 1st quarterly debt service payment for apparatus capital lease (2 engines) - \$25,011

Total expenditures reflect 11.34% of budget and are within expected ranges.

IONA MCGREGOR FIRE DISTRICT (IMF)

ASSETS

CASH

Operating Account - BankUnited	\$	5,306,939.61	
Total CASH:			5,306,939.61

INVESTMENTS

Investments - SBA		5,426,797.16	
Money Market - BankUnited		2,013,193.38	
Total INVESTMENTS:			7,439,990.54

Total ASSETS:	\$	12,746,930.15
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LIABILITIES

LIABILITIES AND OTHER CREDITS

Accounts Payable		3,689.37	
Total LIABILITIES AND OTHER CREDITS:			3,689.37

ACCRUED EXPENSES

FRS - Employee Contribution - ADMIN		4,002.95	
FRS - Employee Contribution - OPS		18,720.91	
Total ACCRUED EXPENSES:			22,723.86

Total LIABILITIES:			26,413.23
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EQUITY

Retained Earnings-Current Year		2,645,576.39	
Prior Year Revenues Over/(Under) Expenditures		330,112.61	
Fund Balance		9,744,827.92	
Total EQUITY:			12,720,516.92

Total LIABILITIES & EQUITY:	\$	12,746,930.15
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IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Two Months Ended November 30, 2020 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,076,867			
Ad valorem taxes	20,049,066	\$ 5,019,674	\$ (15,029,392)	25.04%
Permits, Fees & Special Assessments	95,000	-	(95,000)	0.00%
Intergovernmental	59,760	-	(59,760)	0.00%
Charges for services	51,000	13,057	(37,943)	25.60%
Interest Check/Demand Accounts	50,000	4,483	(45,517)	8.97%
Miscellaneous	54,122	24,860	(29,263)	45.93%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,358,948	5,062,074	(15,296,874)	24.86%
 Total revenues and cash carry forward	 <u>30,435,815</u>			
Expenditures				
Personnel services				
Salaries	10,814,942	1,294,887	9,520,055	11.97%
Benefits	5,852,730	656,797	5,195,933	11.22%
Operating Expenditures				
Professional and contractual	848,093	157,681	690,412	18.59%
Travel	107,395	-	107,395	0.00%
Communications & freight	146,225	18,472	127,753	12.63%
Utilities, equipment rental, and insurance	282,478	77,997	204,481	27.61%
Repairs and maintenance	758,015	51,142	706,873	6.75%
Operational, small tools and equipment	427,225	43,873	383,352	10.27%
Fuel, supplies, and administrative	424,994	84,225	340,769	19.82%
Education and training	128,625	6,414	122,211	4.99%
Capital expenditures	1,427,000	-	1,427,000	0.00%
Debt service	100,045	25,011	75,034	25.00%
Total Expenditures	21,317,767	2,416,498	18,901,269	11.34%
Revenues over/(under) expenditures	<u>(958,819)</u>	<u>\$ 2,645,576</u>	<u>\$ 3,604,395</u>	
Fund Balance/Cash Carry Forward	<u>9,118,048</u>			
Total expenditures and reserves	<u>\$ 30,435,815</u>			
		NOVEMBER	OCTOBER	
Cash Balances				
BankUnited - Operating		\$ 5,306,940	\$ 1,077,964	
Petty Cash		-	-	
		<u>5,306,940</u>	<u>1,077,964</u>	
Investments				
General - SBA - Fund A		5,426,797	6,175,729	
BankUnited Money Market		2,013,193	2,012,370	
		<u>7,439,991</u>	<u>8,188,099</u>	
Total Cash and Investments		<u>\$ 12,746,930</u>	<u>\$ 9,266,064</u>	

Submitted for approval on December 16, 2020

Approved By: _____
 (Signature)

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND
For the Two Months Ended November 30, 2020 (Unaudited)

	ORIGINAL BUDGET	ACTUAL	VARIANCE	
			\$	%
REVENUES				
Cash Carry Forward	\$ 10,076,867			
Ad Valorem Taxes	20,691,066	\$ 5,246,822	\$ (15,444,244)	25.36%
Excess fees	140,000	-	(140,000)	0.00%
Penalties	19,000	2,043	(16,957)	10.75%
Discounts	(755,000)	(211,347)	543,653	27.99%
Refunds Deducted	(50,000)	(18,789)	31,211	37.58%
Ad Valorem Taxes Prior Years	4,000	944	(3,056)	23.61%
Impact Fees	95,000	-	(95,000)	0.00%
FEMA Revenue	-	-	-	N/A
State Firefighter Supplemental	59,760	-	(59,760)	0.00%
Grant Revenue	-	-	-	N/A
Inspection Fees	50,000	12,667	(37,333)	25.33%
CPR - Books & Masks	1,000	390	(610)	39.00%
Interest Check/Demand Accounts	50,000	4,483	(45,517)	8.97%
Rents	34,122	8,701	(25,421)	25.50%
Sale of Equipment	15,000	-	(15,000)	0.00%
Contributions	5,000	-	(5,000)	0.00%
Miscellaneous	-	16,158	16,158	N/A
Proceeds from Debt	-	-	-	N/A
Total Revenues	20,358,948	5,062,074	(15,296,874)	24.86%
Total Revenues and Cash Carry Forward	30,435,815			

EXPENDITURES

Personnel Services				
Salaries - Commissioners	30,000	5,000	25,000	16.67%
Salaries - ADM	1,814,195	253,518	1,560,677	13.97%
Salaries - OPS	7,131,726	891,890	6,239,836	12.51%
Salaries - FLSA	557,356	70,339	487,017	12.62%
Salaries - Sick Pay - ADM	104,666	-	104,666	0.00%
Salaries - Sick Pay - OPS	264,409	-	264,409	0.00%
Salaries - Holiday Pay	137,419	7,637	129,782	5.56%
Salaries - Out of Class Pay	45,000	2,838	42,162	6.31%
Salaries - One Time Payouts - ADM	23,908	-	23,908	0.00%
Salaries - One Time Payouts - OPS	93,873	441	93,432	0.47%
Salaries - Clothing and Uniform Allowance	3,200	-	3,200	0.00%
Salaries - Ins Deductible & Subsidy- ADM	3,240	487	2,753	15.03%
Salaries - Ins Deductible & Subsidy- OPS	39,703	6,160	33,543	15.52%
Salaries - Phone Allowance	12,000	2,000	10,000	16.67%
Salaries - ER H.S.A Contribution - ADM	46,500	-	46,500	0.00%
Salaries - ER H.S.A. Contribution - OPS	235,500	-	235,500	0.00%
Salaries - Overtime Staffing - ADM	7,892	260	7,632	3.29%
Salaries - Overtime Staffing - OPS	122,170	38,541	83,629	31.55%
Salaries - Overtime Training - OPS	82,425	3,114	79,311	3.78%
Salaries - Overtime USAR/Strike Teams - ADM	-	-	-	N/A
Salaries - Overtime USAR/Strike Teams - OPS	-	2,475	(2,475)	N/A
Salaries - State Education ADM	16,440	2,740	13,700	16.67%
Salaries - State Education OPS	43,320	7,446	35,874	17.19%
Social Security Taxes - ADM/Commissioners	110,243	10,892	99,351	9.88%
Social Security Taxes - OPS	521,288	61,343	459,945	11.77%
Medicare Taxes - ADM/Commissioners	29,083	3,753	25,330	12.90%
Medicare Taxes - OPS	122,687	14,444	108,243	11.77%
Retirement - ADM	353,291	22,293	330,998	6.31%
Retirement - OPS	1,968,831	84,652	1,884,179	4.30%
Veba Plan Contribution - ADM	93,574	-	93,574	0.00%
Veba Plan Contribution - OPS	422,991	-	422,991	0.00%
Health Insurance - ADM	683,547	113,925	569,622	16.67%
Health Insurance - OPS	1,411,986	234,997	1,176,989	16.64%
Health Insurance - Admin Contribution	(15,286)	(2,458)	(12,828)	16.08%
Health Insurance - OPS Contribution	(82,599)	(13,389)	(69,210)	16.21%
Health Insurance - Retiree Contribution	(429,777)	(71,744)	(358,033)	16.69%
Employee Insurance - Other - ADM	86,546	17,662	68,884	20.41%
Employee Insurance - Other - OPS	264,698	50,869	213,829	19.22%
Workers Compensation Insurance - ADM	42,167	17,490	24,677	41.48%
Workers Compensation Insurance - OPS	269,460	112,067	157,393	41.59%
Total Personnel Services	16,667,672	1,951,683	14,715,989	11.71%

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND
For the Two Months Ended November 30, 2020 (Unaudited)

	ORIGINAL BUDGET	ACTUAL	VARIANCE	
			\$	%
Operating Expenditures				
Legal	60,000	-	60,000	0.00%
Computer Support Services	35,000	5,160	29,840	14.74%
Other Professional	125,550	11,407	114,143	9.09%
Audit and Accounting	36,000	1,000	35,000	2.78%
Tax Collector's Commission	404,000	101,958	302,042	25.24%
Property Appraiser's Commission	138,083	34,881	103,202	25.26%
Custodial & Janitorial Services	35,460	3,263	32,197	9.20%
Other Services - MVR Review	14,000	12	13,988	0.09%
Travel and Per Diem	107,395	-	107,395	0.00%
Telephones	90,000	14,806	75,194	16.45%
Wireless User Fee	54,025	3,418	50,607	6.33%
Freight & Postage	2,200	249	1,951	11.30%
Water	13,300	1,643	11,657	12.35%
Electricity	58,425	6,215	52,210	10.64%
Cable Television	3,787	601	3,186	15.87%
Garbage	12,625	1,863	10,762	14.76%
Propane	7,710	252	7,458	3.27%
Equipment Rentals & Leases	46,631	7,426	39,205	15.92%
Insurance	140,000	59,997	80,003	42.85%
Equipment Maintenance	175,900	7,530	168,371	4.28%
Building Maintenance	404,523	18,194	386,329	4.50%
Vehicle Maintenance	177,592	25,418	152,174	14.31%
Promotional Activities	33,200	7,699	25,501	23.19%
Promotional Activities - ADM	5,000	2,139	2,861	42.79%
Small Tools & Equipment	137,615	31,663	105,952	23.01%
Turnout Gear	108,010	185	107,825	0.17%
Annual Medical Exams/Wellness	50,000	130	49,870	0.26%
Legal Advertising	2,000	-	2,000	0.00%
Hiring Costs	19,500	-	19,500	0.00%
Uniforms	63,900	1,921	61,979	3.01%
Office Supplies	8,000	136	7,864	1.69%
Fuel	65,000	6,758	58,242	10.40%
Janitorial Supplies	27,600	4,118	23,482	14.92%
Medical Supplies	84,525	16,369	68,157	19.37%
Other Operating Supplies	87,780	8,039	79,741	9.16%
Memberships, Publications & Subscriptions	160,089	48,942	111,147	30.57%
Educational Reimbursement	50,920	3,631	47,289	7.13%
Training	77,705	2,783	74,922	3.58%
Total Operating	3,123,050	439,803	2,683,247	14.08%
Capital Outlay				
Buildings	-	-	-	N/A
Equipment	97,000	-	97,000	0.00%
Vehicles	1,330,000	-	1,330,000	0.00%
Total Capital Outlay	1,427,000	-	1,427,000	0.00%
Debt Service				
Principal	97,686	24,263	73,423	24.84%
Interest	2,359	749	1,610	31.73%
Total Debt Service	100,045	25,011	75,034	25.00%
Total Expenditures	21,317,767	2,416,498	18,901,269	11.34%
Revenues over Expenditures		\$ 2,645,576		
Reserves				
Assigned:				
Operating Expenditures Oct - Dec	4,904,550			
Hurricane/Disaster	2,452,275			
Capital (Facilities, Apparatus, Equipment)	1,250,000			
Health Insurance (Level Funding Reserve)	500,000			
Unassigned:				
General Operating	11,223			
Total Reserves	9,118,048			
Total Expenditures and Reserves	\$ 30,435,815			

IONA MCGREGOR FIRE DISTRICT
2020 - 2021 FISCAL YEAR
Ad Valorem Tax Revenues to Date

Date Received	Taxes	Interest	Discounts	Commissions	Other *	Net Amount Remitted by the Tax Collector
11/16/2020	\$ 257,233.89	\$ -	\$ 11,865.63	\$ 6,125.91	\$ 1,489.51	\$ 240,731.86
11/30/2020	4,989,587.94	-	199,480.97	95,832.10	(17,290.38)	4,676,984.49
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
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	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	<u>\$ 5,246,821.83</u>	<u>\$ -</u>	<u>\$ 211,346.60</u>	<u>\$ 101,958.01</u>	<u>\$ (15,800.87)</u>	<u>\$ 4,917,716.35</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 November 30, of each year

Fiscal Year		Revenue	Discounts	Commissions
2021				
	Budget	20,664,066	755,000	404,000
	Actual	5,231,021	211,347	101,958
		25.31%	27.99%	25.24%
2020				
	Budget	20,485,690	742,500	400,500
	Actual	5,441,258	219,443	105,782
		26.56%	29.55%	26.41%
2019				
	Budget	20,352,023	732,000	395,000
	Actual	5,134,047	207,099	99,810
		25.23%	28.29%	25.27%
2018				
	Budget	19,193,971	690,000	383,000
	Actual	5,460,697	221,820	106,892
		28.45%	32.15%	27.91%
2017				
	Budget	18,354,838	645,000	359,000
	Actual	4,107,587	166,528	80,335
		22.38%	25.82%	22.38%
2016				
	Budget	17,185,982	600,000	335,000
	Actual	3,384,438	136,992	66,224
		19.69%	22.83%	19.77%

Check History Report
Sorted By Check Number
Activity From: 11/1/2020 to 11/30/2020

IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
020186	11/6/2020		***Void Check***		
020187	11/6/2020		***Void Check***		
020188	11/6/2020		***Void Check***		
020189	11/6/2020		***Void Check***		
020190	11/6/2020		***Void Check***		
020191	11/6/2020		***Void Check***		
020192	11/6/2020		***Void Check***		
020193	11/6/2020		***Void Check***		
020194	11/6/2020		***Void Check***		
020195	11/6/2020		***Void Check***		
020196	11/6/2020		***Void Check***		
020197	11/6/2020		***Void Check***		
020198	11/6/2020		***Void Check***		
020199	11/6/2020		***Void Check***		
020200	11/6/2020		***Void Check***		
020201	11/6/2020		***Void Check***		
020202	11/6/2020		***Void Check***		
020203	11/6/2020		***Void Check***		
020204	11/6/2020		***Void Check***		
020205	11/6/2020		***Void Check***		
020206	11/6/2020		***Void Check***		
020207	11/6/2020		***Void Check***		
020208	11/6/2020		***Void Check***		
020209	11/6/2020		***Void Check***		
020210	11/6/2020		***Void Check***		
020211	11/6/2020		***Void Check***		
020212	11/6/2020		***Void Check***		
020213	11/6/2020		***Void Check***		
020214	11/6/2020		***Void Check***		
020215	11/6/2020		***Void Check***		
020216	11/6/2020		***Void Check***		
020217	11/6/2020		***Void Check***		
020218	11/6/2020		***Void Check***		
020219	11/6/2020	CDW	CDW GOVERNMENT, INC	5,905.00	Auto
020220	11/6/2020	CFPSE	CENTER FOR PUBLIC SAFETY EXCEL	7,240.00	Auto
020221	11/6/2020	COOPER	GARY COOPER	400.00	Auto
020222	11/6/2020	CORPORA	CORPORATE BILLING, INC	1,771.60	Auto
020223	11/6/2020	CROWN	CROWN INFORMATION MANAGEMENT	25.00	Auto
020224	11/6/2020	CRS	CRS TECHNOLOGY	2,400.00	Auto
020225	11/6/2020	FLFIRE	FL FIRE CHIEFS' ASSOC	190.00	Auto
020226	11/6/2020	GAVINS	GAVIN'S ACE HARDWARE	61.10	Auto
020227	11/6/2020	GRALEY	GRALEY MECHANICAL, INC.	150.00	Auto
020228	11/6/2020	GROUND	GROUND EFFECTS	1,075.00	Auto
020229	11/6/2020	HINTON	DAVID HINTON	150.00	Auto
020230	11/6/2020	HOMD	Home Depot Credit Services	249.00	Auto
020231	11/6/2020	HULETT	HULETT ENVIRONMENTAL SERVICES	480.00	Auto
020232	11/6/2020	JANPRO	JAN-PRO CLEANING SYSTEMS OF SWFL	1,040.00	Auto
020233	11/6/2020	LCTC	LEE COUNTY TAX COLLECTOR	1,113.44	Auto
020234	11/6/2020	LMHS	LEE MEMORIAL HEALTH SYSTEM	130.00	Auto
020235	11/6/2020	LOWES	LOWE'S	307.22	Auto
020236	11/6/2020	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
020237	11/6/2020	MARCO	MARCO OFFICE SUPPLY, FURNITURE & PRINTING INC.	450.81	Auto
020238	11/6/2020	MARINE	MARINEMAX	210.45	Auto
020239	11/6/2020	NAFECO	NAFECO	142.90	Auto

Run Date: 12/9/2020 10:34:20AM

A/P Date: 12/9/2020

Page: 1

User Logon: MLW

Check History Report
Sorted By Check Number
Activity From: 11/1/2020 to 11/30/2020

IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
020240	11/6/2020	OFFPRID	OFFICE PRIDE COMMERCIAL CLEANING SVCS	1,011.83	Auto
020241	11/6/2020	PEDIA	PEDIATRIC EMERGENCY STANDARDS, INC.	45.00	Auto
020242	11/6/2020	PGIT	PREFERRED GOVERNMENTAL INS TRUST	25,879.33	Auto
020243	11/6/2020	PRHS	PHYSICIANS REGIONAL HEALTHCARE	324.00	Auto
020244	11/6/2020	RICOH	RICOH USA, INC.	69.94	Auto
020245	11/6/2020	ROGUE	ROGUE FITNESS	3,654.09	Auto
020246	11/6/2020	SOUTH	SOUTH FL EMERGENCY VEHICLES	1,049.50	Auto
020247	11/6/2020	TEN8	TEN-8 FIRE EQUIPMENT, INC.	704.17	Auto
020248	11/6/2020	TUSCAN	TUSCAN & COMPANY, PA	1,000.00	Auto
020249	11/6/2020	UPS	UNITED PARCEL SERVICE	23.53	Auto
020250	11/6/2020	VFIS	VFIS	9,531.00	Auto
020251	11/6/2020	ZOLL	ZOLL MEDICAL CORP.	4,786.68	Auto
020252	11/18/2020	AD	ADVANCED DISPOSAL-FT MYERS	931.65	Auto
020253	11/18/2020	AHASHOP	AMERICAN HEART ASSOC INC	355.00	Auto
020254	11/18/2020	AIRGAS	AIRGAS	241.34	Auto
020255	11/18/2020	ARMCHEM	ARMCHEM INTERNATIONAL	608.00	Auto
020256	11/18/2020	CINTAS	CINTAS CORPORATION #294	92.32	Auto
020257	11/18/2020	COLROOF	COLONIAL ROOFING, INC.	1,838.00	Auto
020258	11/18/2020	CORPORA	CORPORATE BILLING, INC	470.32	Auto
020259	11/18/2020	CRYSTAL	CRYSTAL SPRINGS	35.75	Auto
020260	11/18/2020	FIREHOS	FIRERESQ, INC.	2,293.20	Auto
020261	11/18/2020	FMPG	FORT MYERS PLUMBING & GAS LLC	1,768.00	Auto
020262	11/18/2020	FNG	FLORIDA NATURAL GAS	28.33	Auto
020263	11/18/2020	FPL8590	FL POWER & LIGHT CO.	533.95	Auto
020264	11/18/2020	GAVINS	GAVIN'S ACE HARDWARE	20.68	Auto
020265	11/18/2020	GOODDEA	GOOD DEALS APPLIANCE	799.00	Auto
020266	11/18/2020	GUARD	GUARDIAN FUELING TECHNOLOGIES LLC	5,958.49	Auto
020267	11/18/2020	HINTON	DAVID HINTON	150.00	Auto
020268	11/18/2020	HOMD	Home Depot Credit Services	180.51	Auto
020269	11/18/2020	INSIGHT	INSIGHT PUBLIC SECTOR	7,559.40	Auto
020270	11/18/2020	JAIME	JAIME'S TOWING & RECOVERY INC	85.00	Auto
020271	11/18/2020	LEESAR	LEESAR INC	636.88	Auto
020272	11/18/2020	LONGSWO	LONGSWORTH COMFORT AIR LLC	839.00	Auto
020273	11/18/2020	LOWES	LOWE'S	86.49	Auto
020274	11/18/2020	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
020275	11/18/2020	MARINE	MARINEMAX	452.43	Auto
020276	11/18/2020	MARRERO	PETER MARRERO	100.00	Auto
020277	11/18/2020	MCKESS	McKESSON MEDICAL SURGICAL	2,054.37	Auto
020278	11/18/2020	MES	MUNICIPAL EMERGENCY SVCS, INC.	359.76	Auto
020279	11/18/2020	MOTOROL	MOTOROLA SOLUTIONS INC.	640.29	Auto
020280	11/18/2020	NAFECO	NAFECO	958.17	Auto
020281	11/18/2020	NAPA	NAPA AUTO PARTS	107.88	Auto
020282	11/18/2020	OVERHEA	OVERHEAD DOOR CO OF FORT MYERS	350.00	Auto
020283	11/18/2020	PGIT	PREFERRED GOVERNMENTAL INS TRUST	25,879.33	Auto
020284	11/18/2020	PRINCIP	PRINCIPAL LIFE INSURANCE CO	15,514.00	Auto
020285	11/18/2020	PROCHIL	DOMENICO PROCHIL	150.00	Auto
020286	11/18/2020	QUAD	QUADMED, INC.	1,658.64	Auto
020287	11/18/2020	RICOH	RICOH USA, INC.	420.36	Auto
020288	11/18/2020	TYLER	TYLER TECHNOLOGIES, INC.	9,621.00	Auto
020289	11/18/2020	UPS	UNITED PARCEL SERVICE	22.78	Auto
020290	11/18/2020	VALVO	SUNSHINE LUBES LLC	71.37	Auto
020291	11/18/2020	VFIS	VFIS	440.00	Auto
020292	11/30/2020	ALERTAL	ALERT-ALL CORP	6,750.00	Auto
020293	11/30/2020	BARBER	TERENCE BARBER	150.00	Auto

Check History Report
Sorted By Check Number
Activity From: 11/1/2020 to 11/30/2020

IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
020294	11/30/2020	BB&TGF	BB&T GOVERNMENTAL FINANCE	25,011.21	Auto
020295	11/30/2020	BLANDON	DANIEL BLANDON	100.00	Auto
020296	11/30/2020	CHILLED	CHILLED AUTO AIR & REPAIR	1,191.72	Auto
020297	11/30/2020	CINTAS	CINTAS CORPORATION #294	92.32	Auto
020298	11/30/2020	COMPRES	COMPRESSED AIR SUPPLIES & EQUIPMENT, INC	4,810.80	Auto
020299	11/30/2020	CROWN	CROWN INFORMATION MANAGEMENT	25.00	Auto
020300	11/30/2020	DINGLE	SCOTT DINGLE	1,570.00	Auto
020301	11/30/2020	DONE	DONE RIGHT FIRE GEAR REPAIR	69.00	Auto
020302	11/30/2020	EAGLE	EAGLE ENGRAVING. INC.	101.95	Auto
020303	11/30/2020	FLDEPTS	FL DEPT OF STATE	20.00	Auto
020304	11/30/2020	FPL0598	FL POWER & LIGHT CO.	1,293.01	Auto
020305	11/30/2020	FPL3327	FL POWER & LIGHT CO.	19.08	Auto
020306	11/30/2020	FPL5324	FL POWER & LIGHT CO.	494.22	Auto
020307	11/30/2020	FPL6245	FL POWER & LIGHT CO.	628.32	Auto
020308	11/30/2020	GUZMAN	JOEL GUZMAN	115.54	Auto
020309	11/30/2020	HINTON	DAVID HINTON	150.00	Auto
020310	11/30/2020	LCFMA	LEE CO FIRE MARSHALS & INSPECTORS ASSOC	120.00	Auto
020311	11/30/2020	LEESAR	LEESAR INC	4,071.30	Auto
020312	11/30/2020	MPORTER	MICHAEL D PORTER	785.00	Auto
020313	11/30/2020	NAFECO	NAFECO	379.00	Auto
020314	11/30/2020	NAPA	NAPA AUTO PARTS	107.88	Auto
020315	11/30/2020	PAPYRUS	PAPYRUS DOCUMENT & DESIGN, LLC	180.00	Auto
020316	11/30/2020	SOUTH	SOUTH FL EMERGENCY VEHICLES	2,296.25	Auto
020317	11/30/2020	STAND	STANDARD INSURANCE CO.	13,071.59	Auto
020318	11/30/2020	SWSAC	SOUTHWEST SPECIALTY ADV INC.	16.00	Auto
020319	11/30/2020	TEN8	TEN-8 FIRE EQUIPMENT, INC.	1,673.69	Auto
020320	11/30/2020	ULINE	ULINE, INC	4,851.45	Auto
020321	11/30/2020	WINZEN	MARK WINZENREAD	21.30	Auto
W00478	11/2/2020	LOCUMS	LOCUMS DOC, INC	2,083.33	Wire Transfer
W00479	11/5/2020	BU9855	CARDMEMBER SERVICE	10,077.30	Wire Transfer
W00480	11/6/2020	NEWS	NEWS-PRESS MEDIA GROUP	321.32	Wire Transfer
W00481	11/10/2020	CABLE1	COMCAST CABLEVISION	27.96	Wire Transfer
W00482	11/10/2020	CABLE2	COMCAST CABLEVISION	62.91	Wire Transfer
W00483	11/10/2020	CABLE3	COMCAST CABLEVISION	41.94	Wire Transfer
W00484	11/10/2020	CABLE4	COMCAST CABLEVISION	97.86	Wire Transfer
W00485	11/10/2020	UHC	UNITED HEALTHCARE INS. CO.	173,960.39	Wire Transfer
W00486	11/17/2020	CABLE5	COMCAST CABLEVISION	69.75	Wire Transfer
W00487	11/20/2020	ENTERPR	ENTERPRISE FM TRUST	3,141.32	Wire Transfer
W00488	11/20/2020	LCU	LEE COUNTY UTILITIES	905.47	Wire Transfer
W00489	11/21/2020	VERIZON	VERIZON	5,804.13	Wire Transfer
W00490	11/17/2020	T3	T3 COMMUNICATIONS, INC.	7,294.33	Wire Transfer
W00491	11/20/2020	MICROSO	MICROSOFT CORPORATION	1,185.60	Wire Transfer
W00492	11/27/2020	COLLIFE	COLONIAL LIFE PREMIUM PROCESSING	4,110.14	Wire Transfer
Bank B Total:				435,699.06	
Report Total:				435,699.06	

**BOARD MEETING AGENDA ITEM SUMMARY**Board Meeting Date: 12/16/2020

(Select All that Apply)



Decision Making Agenda Item



Discussion Purposes Only Agenda Item



Walk On Agenda Item

SUBJECT:

Monthly Meeting Dates 2021

PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:

Chief Howard & HR Zinger

BACKGROUND/DETAIL OF AGENDA ITEM:

It is necessary to notice the regular monthly commission meetings in the local newspaper to maintain compliance with Sunshine Law. Each year, after carefully considering upcoming conferences, seminars, and other potential scheduling conflicts, a proposed meeting calendar is submitted for Board consideration. The proposed dates for calendar year 2021 are: January 20th, February 17th, March 17th, April 21th, May 19th, June 16th, July 21st, August 18th, September 15th, October 20th, November 17th, and December 15th.

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

No

REQUESTED BOARD ACTION:

It is desired that the Board review the proposed dates, discuss any necessary changes, and formally adopt regular meeting dates for the 2021 Calendar year either as proposed or as determined.

**BOARD MEETING AGENDA ITEM SUMMARY**Board Meeting Date: 12/16/2020

(Select All that Apply)



Decision Making Agenda Item



Discussion Purposes Only Agenda Item



Walk On Agenda Item

SUBJECT:

Notice of Intention to Retire

PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:

Chief Howard

BACKGROUND/DETAIL OF AGENDA ITEM:

I would like to formally announce my intention to retire no later than April 15, 2022. My departure will create a trickle down effect requiring multiple promotional processes to fill the vacated positions due to promotion or retirement. For this reason, the most effective method and best for the organization is a top down approach. I am seeking direction from the Board as to the desired process to name my successor. My goal has always been to plan for a smooth transition of leadership upon my departure. My recommendation to the Board is to Name Assistant Chief Seth Comer as my successor upon my retirement. It is my belief this action is in the very best interest of the organization and our community.

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

NO

REQUESTED BOARD ACTION:

Provide Board direction for the process to name a successor upon my retirement.



Iona-McGregor Fire District Executive Report

Executive Summary/December 2020:

GENERAL:

- With the pandemic in full swing, we were not able to have a 2020 Awards ceremony where we would typically acknowledge various service and accomplishments. We waited for some time hoping things might change and we could have a ceremony. Since that does not appear to be an option, we have been visiting stations trying to catch recipients to present their award. Look for Facebook posts in the near future.

OPERATIONS:

- Now that winter is approaching, our local brush fire season is beginning as the environment becomes drier.
- We have personnel periodically assisting in the promotional process of other agencies, most recently with Fort Myers Fire Department (Engineer testing).
- Probationary firefighters are 1/3 of the way through their 1st year of employment and are continuing to work hard.
- Multiple personnel recently received service awards (e.g. 5, 10, 15 years). We are proud of their service with the district.
- Despite some challenges, we have maintained adequate operational training in the 2nd half of 2020; and hope to continue into 2021.

LOGISTICS:

- Bay Exhaust system at Station 71 completed.
- Gear room at 73 completed.
- iPads distributed (upgrade for call reporting and on-scene resources)
- MDC replacement this week.
- E71 and SQ73 in production and on schedule for Spring delivery.

PREVENTION:

Date: December 2020

INSPECTION VOLUME: 593

VIOLATIONS CLEARED: past year to date 343

% OF MANDATED INSPECTIONS AVERAGE: 98%

CPR / AED CLASSES: 3

CHILD PASSENGER SAFETY: 0



Iona-McGregor Fire District Executive Report

PUBLIC EDU. EVENT(S): 2

EAP PRESENTATIONS: 0

FIRE INVESTIGATIONS: 2

SUPERVISOR'S SUMMARY:

- Averaging 10 to 12 new business opening every month... good news!
- Megan Contreras working on video for annual report.

TRAINING/EMS:

- Conducted search training for all three shifts
 - Administered bulk renewal with the State for all Paramedic and EMT Licenses
 - Worked with FF La Mura on credentialing (showing improvement)
 - Participated in the Salvation Army Ring the Bell
 - Captain Crisman held a meeting with the Honor guard
-

Previous Month ▾

Nov 1, 2020 - Nov 30, 2020 ▾

54%

FIRE
Percentage of Total Incidents

46%

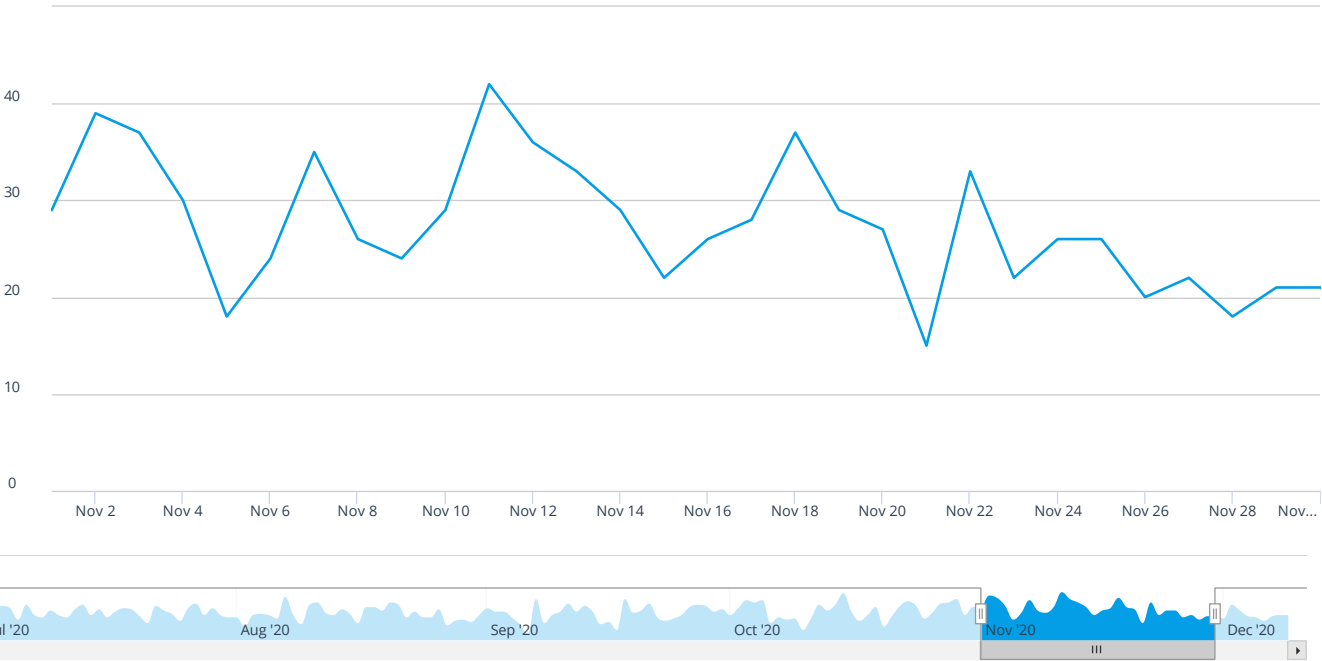
EMS
Percentage of Total Incidents

824

INCIDENTS
In Selected Time Slice

30

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	11/1/20	11/8/20	11/15/20	11/22/20	11/29/20	12/6/20	12/13/20	12/20/20	12/27/20	1/3/21	1/10/21	1/17/21	1/24/21	Total
(11) Structure Fire			3	1										4
(13) Mobile property (vehicle) fire					1									1
(14) Natural vegetation fire		1												1
(15) Outside rubbish fire		1			1									2
(20) Overpressure rupture, explosion, overheating, other			1											1
(25) Excessive heat, scorch burns with no ignition					1									1
(30) Rescue, emergency medical call (EMS), other		7	2	3	3									15
(31) Medical assist	5	19	19	27	19	1								90
(32) Emergency medical service (EMS) incident	6	74	74	56	51	10								271
(34) Search for lost person		1	1											2
(35) Extrication, rescue	1	2	2	1	2									8
(36) Water or ice-related rescue	1													1
(44) Electrical wiring/equipm. problem			2		3									5
(52) Water problem			1	1										2

Week Ending	11/1/20	11/8/20	11/15/20	11/22/20	11/29/20	12/6/20	12/13/20	12/20/20	12/27/20	1/3/21	1/10/21	1/17/21	1/24/21	Total
(55) Public service assistance	5	26	17	12	17	4								81
(60) Good intent call, other	1													1
(61) Dispatched and canceled en route	9	66	81	86	54	6								302
(62) Wrong location, no emergency found		1												1
(65) Steam, other gas mistaken for smoke					2									2
(70) False alarm and false call, other		1	2	4										7
(71) Malicious, mischievous false alarm		1												1
(73) System or detector malfunction		1	8	1										10
(74) Unintentional system/detect... operation (no fire)	1	8	2	3	1									15
Total	29	209	215	195	155	21								824



IAFF Local 1826

Southwest Florida Professional Fire Fighters & Paramedics District 7 Monthly Report

Meeting Date: 11/18/2020

General Information Update:

DVP Tansey has nothing to report.



IAFF Local 1826

Southwest Florida Professional Fire Fighters & Paramedics District 25 Monthly Report

Meeting Date: 12-16-2020

General Information Update:

Nothing to report