

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

Meeting called to order at 6:00 p.m. by Chair Walker who informed Board that he needed to leave at 6:30 this evening.

Roll Call of Commissioners – Present Commissioners Walker, Barbosa, Andersen, Langford, and Louwers

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda –

Chief Howard presented walk-on item Interlocal Agreement – CARES Act disbursement. Following brief item description, a **motion** (5749) to amend agenda to include CARES Act disbursement was offered by Commissioner Walker, seconded by Commissioner Andersen... carried.

Public Input on Business Agenda Items – none

Chair Walker called for a brief recess at 6:02p.m. Meeting resumed at 6:05p.m.

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – November 18, 2020

Motion (5750) to approve minutes of November 18th made by Commissioner Andersen, second Commissioner Langford ... carried.

2) Financial Report – November 2020

With no questions or discussion, **motion** (5751) to approve November 2020 financials as presented was made by Commissioner Barbosa and seconded by Commissioner Andersen ...carried.

3) Commission Meeting Dates – 2021 Calendar Year

Proposed meeting dates were provided prior to meeting. **Motion** (5752) to approve 2021 Calendar Year meeting dates as submitted made by Commissioner Barbosa, second Commissioner Langford ... carried.

4) Election of Board Officers

Attorney Pringle informed Board of the methods available for officer selection. Following process description, Commissioner Langford nominated Jim Andersen as Chair. With no more nominations, **motion** (5753) Langford to close Chair nominations with Commissioner Andersen offering a second... carried. As only nominee, Commissioner Andersen is elected Chair.

Commissioner Andersen nominated Commissioner Barbosa to remain Vice Chair. With no other nominees, **motion** (5754) to close nominations was made by Commissioner Langford, seconded by Commissioner Andersen... carried.

Commissioner Andersen nominated Commissioner Langford as Secretary. With no other nominations, Commissioner Walker **motioned** (5755) and Commissioner Anderson seconded the closing of Secretary nominations... carried.

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Commissioner Andersen nominated Commissioner Louwers as Treasurer. With no other nominations, Commissioner Langford made **motion** (5756) to close nominations for Treasurer. Commissioner Andersen seconded, and motion carried.

Following the election process, the Board officers are –

Chair – James Andersen
Vice Chair – Steve Barbosa
Secretary – Ethan Langford
Treasurer – Paul Louwers

Motion (5757) for offices to take effect at end of tonight's meeting was made by Commissioner Langford, seconded Commissioner Andersen... carried.

5) Executive Report

Report was submitted prior to meeting. With no questions of Chief regarding Executive Report, **motion** (5758) to accept report as presented was made by Commissioner Langford, second Commissioner Louwers... carried.

6) Notice to Retire

Chief Howard noted the intent of this as his notice to retire no later than April 2022 and recommends naming Assistant Chief Comer as successor to have smooth transition. Looking for confirmation of Boards direction of filling position. Barbosa thinks Assistant should become Chief but wanting to know if anyone else qualified or interested in position. Chief believes there is an organizational support for AC Comer to become Chief following Chief Howard's retirement. Attorney clarified that there is not a method prescribed by law for board to use in appointing the next chief. It is up to boards discretion to determine process to be used and not uncommon for assistant chief to become next chief. He added that he agrees with Chief to consider question now so that trickle-down effect of promotions can be addressed; and the positions can be filled consecutively. Commissioner Walker concurs with Chief and questioned what action board must take to appoint chief as of April, 2022. Board can select by official board action and then second would be direct pringle to bring employment agreement with Comer which can be approved by Board and have effective date at time Chief Howard retires. **Motion** (5759) to appoint Seth Comer as successor to Chief position upon Chief Howard's retirement was made by Commissioner Barbosa, second Commissioner Walker... carried.

Motion (5760) to direct attorney Pringle to begin negotiation with Assistant Chief Comer for employment agreement made by Commissioner Walker, second Commissioner Barbosa... carried.

Commissioner Walker departed meeting at 6:30 p.m.

7) Interlocal Agreement – CARES Act Funding Disbursement (Walk-on)

CFO Winzenread described the agreement as a pass-through of funds from the federal government to the District via Lee County. The amount to be distributed shall not exceed \$481,937.50. **Motion** (5761) to approve agreement and authorize Chair to execute into Interlocal Agreement and execute same made by Commissioner Louwers second Commissioner Langford... carried.

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8) Attorney Report –

Mr. Pringle thanked Board for allowing his attendance by telephone and wished Merry Christmas and Happy Holidays.

9) DVP Reports – Districts 7 & 25

Neither DVP had anything to report this month. DVP Mascarelli mentioned that he had spoken to members of District 7 and 25; and they support Chief Comer's appointment.

Public Input on Non-Business Agenda Items – none

Commissioner Comments –

Commissioner Louwers stated that when we have a Commission meeting, this is our meeting, it is our time and we shouldn't be in a rush.

Commissioner Langford asked about the recent service awards. Chief stated in past we have had awards ceremony but due to COVID could not do this year. Presented the awards with virtual recognition and will be posted on website. Maybe could have something better later when things settle.

Adjournment –

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

Meeting adjourned at 6:41pm

Approved by: _____

Print Name: _____

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 30,435,815

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 (958,819) \$ 2,645,576 \$ 3,604,395

Fund Balance/Cash Carry Forward 9,118,048

Total expenditures and reserves \$ 30,435,815

	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)