

Iona McGregor Fire District Board of Fire Commissioners Agenda
November 17, 2021
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 15^h Tentative & September 22nd Final Millage & Budget Hearing, and September 15, 2021 monthly meeting – no October 2021 meeting
- 2) Financial Report – September 2021, October 2021
- 3) Surplus Items
- 4) 2022 Meeting Dates
- 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
Board of Commissioners, Iona McGregor Fire Protection and Rescue Service District
September 15, 2021 – 5:05p.m.

Meeting called to order 5:12 pm

Roll Call of Commissioners – Commissioners Andersen, Louwers, and Walker present; Commissioner Langford arrived at 5:14, and Commissioner Barbosa has excused absence.

Pledge of Allegiance and Moment of Silence observed

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items – none

Attorney Pringle gave brief introduction on tonight's meeting, the millage and tax rate over the roll back rate, and particulars of the budget itself. He reminded Board that following the budget presentation there is public comment on budget item; and in addition, he would like to have request for public comment before each resolution is voted on.

Business Agenda Items

1) Presentation of Budget

Chief began by thanking those that worked on the proposed budget being presented tonight. Following, a brief budget presentation was given, along with a view of the 10-year Capital Replacement schedule. Revenue, Expenditures, Capital Outlay, Debt Services, and Fund Balance were briefly discussed. It was noted that the proposed increase in fund balance includes assigned reserves specifically for the ability for potential new or relocation of stations to meet the future service needs of the district. After realizing what future costs may be and preparing ourselves to pay for future needs, we are recommending earmarking additional funds for this purpose. It is anticipated that the need would be within next ten years. This would be a starting contribution to save today for future needs, and as we have availability to generate more funds, we recommend that we save them for future needs to allow us to build new station or relocate a station without incurring any debt.

2) Public Comment on Budget – none

3) Resolution adopting a tentative Millage Rate for Fiscal year 2021/2022

Following the budget presentation, attorney Pringle noted that it was the option of the Board to select the tentative millage rate for 2021/2022 fiscal period. He then read Resolution 2021-02 into the record as, "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 2021/2022, COMMENCING ON OCTOBER 1, 2021, AND ENDING ON SEPTEMBER 30, 2022... adopts and sets the tentative operating millage of 2.5000 mills which exceeds the rolled back rate of 2.2857 mills by 9.38%." **Motion** (5808) to adopt resolution 2021-02 as read into the record was made by Commissioner Langford with second by Commissioner Louwers. Attorney stated a notice will be published in the paper indicating the millage rate selected tonight is greater than the rollback rate.

With no public input, roll vote:

Commissioner Andersen	<u>Aye</u>
Commissioner Barbosa	<u>Excused absence</u>
Commissioner Langford	<u>Aye</u>

Tentative Millage and Budget Hearing
Board of Commissioners, Iona McGregor Fire Protection and Rescue Service District
September 15, 2021 – 5:05p.m.

Commissioner Louwers Aye
Commissioner Walker Aye

Motion carries, resolution adopted.

4) Resolution establishing a tentative Budget for Fiscal year 2021/2022

Attorney Pringle informed Board that it was the option of the Board to select the tentative budget for 2021/2022 fiscal period. He then read Resolution 2021-03 into the record as, “A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT ADOPTING A TENTATIVE BUDGET FOR FISCAL YEAR 2021/2022, COMMENCING ON OCTOBER 1, 2021, AND ENDING ON SEPTEMBER 30, 2022... NOW THEREFORE, pursuant to Florida Statute §200.065, the Board of Commissioners of the Iona McGregor Fire Protection and Rescue Service District hereby adopts and sets the tentative budget setting forth the appropriations and revenue estimate for the fiscal year 2021/2022, which begins October 1, 2021, and ends on September 30, 2022, in the amount of \$32,861,334”. **Motion** (5809) to adopt resolution 2021-02 as read into the record was made by Commissioner Walker with second by Commissioner Louwers.

With no public input, roll vote:

Commissioner Andersen Aye
Commissioner Barbosa Excused absence
Commissioner Langford Aye
Commissioner Louwers Aye
Commissioner Walker Aye

Motion carries, resolution adopted.

5) Determination of Final Budget hearing date

After brief discussion, **motion** (5810) to select Wednesday, September 22, 2021, beginning at 5:05 p.m. as the date for the final millage and budget hearing was made by Commissioner Andersen, seconded by Commissioner Langford... carried.

Adjournment

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

Meeting adjourned at 5:50pm

Approved by: _____

Print Name: _____

Iona McGregor Fire District Board of Fire Commission
September 15, 2021
6:00 PM

Meeting called to order at 6:00pm

Roll Call of Commissioners – Commissioners Andersen, Langford, Louwers, and Walker are all present, Commissioner Barbosa excused absence

Opening Prayer and Pledge of Allegiance waived

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items – none

Public Recognition – none

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – August 18, 2021

Motion (5811) to approve August 18, 2021 minutes as presented was made by Commissioner Walker, second Commissioner Langford... carried.

2) Financial Report – August 2021

CFO Winzenread available for questions. After brief discussion on investments and money market, a **motion** (5812) to approve August 2021 Financial Report as presented was made by Commissioner Andersen, second Commissioner Louwers... carried.

3) Community Risk Assessment/Standards of Cover

Assistant Chief Comer spoke on the document that was presented. He also noted how the document identifies, classifies risks. This is different than Strategic Plan and could have internally accepted but wanted to bring to Board as best practice to show how we meet our goals. Looking to have Board adopt the Community Risk Assessment / Standards of Coverage document. **Motion** (5813) by Commissioner Andersen, second Commissioner Langford to adopt the Community Risk Assessment / Standards of Coverage document as presented. With no discussion, motion carried.

4) Executive Report

Assistant Chief Comer stated that the report has been submitted and he will entertain questions. Commissioner Walker inquired as to what a facilities manager is. Division Chief Hernden informed that the position takes care of anything facilities related that needs to be done; he participates in bid process, oversees work performed by third party, personally handles minor issues, and reports to Division Chief Logistics. Recent personnel moves, due to the retirement of Division Chief Steffens were noted. Following brief discussion, **motion** (5814) to accept Executive Report was made by Commissioner Walker with second from Commissioner Langford ... carried.

5) Attorney Report

Attorney Pringle noted that he is available for questions and continues to work on items. Having no questions, Commissioner Walker made a **motion** (5815) to accept the attorney report as presented, second Commissioner Andersen... carried.

Iona McGregor Fire District Board of Fire Commission

September 15, 2021

6:00 PM

6) DVP Reports – Districts 7 & 25

DVP Tansey noted that neither he nor DVP Mascarelli had anything to report. Commissioner" motioned to accept the DVP reports as presented with nothing to report, with a second from Commissioner Langford... carried.

Public Input on Non-Business Agenda Items – none

Commissioner Comments – Commissioner Andersen would like to thank the executive department for the work on the Community Risk and Accreditation process.

Adjournment

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

Meeting adjourned at 6:19p.m.

Approved by: _____

Print Name: _____

Iona McGregor Fire Protection and Rescue Service District
Final Millage and Budget Hearing
September 22, 2021
5:05 p.m.

Meeting called to order at 5:05 pm

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

Pledge of Allegiance observed and Moment of Silence

Business Agenda Items

1) Presentation of Budget

Chief Howard stated that the budget displayed on the screen is identical to what was presented at the Tentative Millage and Budget Hearing on September 15, 2021. Available for questions from board and without any recommend adoption of the proposed budget.

2) Public Comment on Budget – no public present. Attorney noted that Chief mentioned no changes and the meeting has been properly noticed in the paper. Two items before them, setting of millage rate and setting of budget.

3) Resolution adopting a Final Millage Rate for Fiscal year 2021/2022

Attorney Pringle read into record Resolution 2021-04, “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 2022/2022, COMMENCING ON OCTOBER 1, 2021, AND ENDING ON SEPTEMBER 30, 2022; PROVIDING FOR AN EFFECTIVE DATE. . . Section 1. The Board of Commissioners does hereby adopt and set its final operating millage rate of 2.5000 mills (\$2.5000 per \$1,000.00 of net taxable assessed value) for the fiscal year 2021/2022, which begins October 1, 2021, and ends September 30, 2022.

Section 2. THE FINAL LEVY OF 2.5000 MILLS IS **MORE** / LESS THAN THE ROLLED BACK RATE OF 2.2857 MILLS BY 9.38 %. Following **motion** (5816) was made by Commissioner Langford with second offered by Commissioner Louwers to adopt Resolution 2021-04 as read into the record. After a call for public input, and having no public present, roll vote:

Commissioner James Andersen	yes
Commissioner Steve Barbosa	<u>absent</u>
Commissioner Ethan Langford	yes
Commissioner Paul Louwers	yes
Commissioner James Walker	yes

Motion carries, resolution adopted.

4) Resolution establishing a Final Budget for Fiscal year 2021/2022
Attorney Pringle read into record Resolution 2021-05, "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2021/2022, COMMENCING ON OCTOBER 1, 2021, AND ENDING ON SEPTEMBER 30, 2022, PROVIDING FOR AN EFFECTIVE DATE... Section 1. The final budget of estimated expenditures and revenue for the fiscal year commencing October 1, 2021, and ending September 30, 2022, in the amount of \$32,861,334 is hereby adopted."

Following **motion** (5817) was made by Commissioner Walker with second offered by Commissioner Langford to adopt Resolution 2021-05 as read into the record. Roll Vote:

Commissioner James Andersen	yes
Commissioner Steve Barbosa	<u>absent</u>
Commissioner Ethan Langford	yes
Commissioner Paul Louwers	yes
Commissioner James Walker	yes

Motion carries, resolution adopted.

Adjournment

Motion to adjourn meeting made by Commissioner Walker, seconded by Commissioner Andersen... carried.

Meeting adjourned at 5:18 p.m.

Approved by: _____

Print Name: _____

Iona McGregor Fire District
Financial Report
11/17/2021

<u>Included Reports (unaudited)</u>	<u>Page(s)</u>
Financial Report Notes	1
Balance Sheet as of September 30, 2021	2
Summary Statement of Activities – General Fund	3
Detailed Statement of Activities – General Fund	4-5
Ad Valorem Tax Analysis	6
Check Register – Month of September 2021	7-9

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
FINANCIAL REPORT NOTES
BALANCE SHEET AND STATEMENTS OF REVENUES AND EXPENDITURES
(UNAUDITED)
For the Twelve Months Ended September 30, 2021**

Notable items on the Balance Sheet:

Cash and Investments

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

- 0.09% - SBA (Florida PRIME Local Government Investment Pool)
- 0.37% - BankUnited Money Market

Liabilities

Liabilities totaling \$659,601 contains trade accounts payable, accrued wages and expenditures, and deferred revenue.

Notable items on the Statements of Revenues and Expenditures:

Revenues

- Received \$131,718 from Lee County Tax Collector for excess fees from FY 2021 tax collections.
- Impact fees totaled \$3,456 for the 4th quarter of FY 2021.
- Inspection fees totaled \$2,371 for the month of September.
- Interest on invested surplus funds totaled \$4,288 for the month of September.

Expenditures

- Upgraded fueling systems at Stations #73 & #74 - \$59,780.
- Painting exterior of Station #74 - \$27,985.
- Repairs and painting of training tower at Station #74 - \$18,314.
- Swale restoration and drain box rebuild Station #72 - \$8,500.

Total expenditures are 99.01% of budget at the end of the fiscal year.

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For The Twelve Months Ended September 30, 2021 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,076,867			
Ad valorem taxes	20,049,066	\$ 20,136,907	\$ 87,840	100.44%
Permits, Fees & Special Assessments	95,000	38,894	(56,106)	40.94%
Intergovernmental	59,760	166,606	106,846	278.79%
Charges for services	51,000	52,350	1,350	102.65%
Interest Check/Demand Accounts	50,000	64,470	14,470	128.94%
Miscellaneous	54,122	314,649	260,527	581.37%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,358,948	20,773,876	414,928	102.04%
Total revenues and cash carry forward	<u>30,435,815</u>			
Expenditures				
Personnel services				
Salaries	10,814,942	10,950,982	(136,040)	101.26%
Benefits	5,852,730	5,903,209	(50,479)	100.86%
Operating Expenditures				
Professional and contractual	848,093	726,191	121,902	85.63%
Travel	107,395	19,210	88,185	17.89%
Communications & freight	146,225	130,144	16,081	89.00%
Utilities, equipment rental, and insurance	282,478	262,950	19,528	93.09%
Repairs and maintenance	758,015	772,312	(14,297)	101.89%
Operational, small tools and equipment	427,225	395,603	31,622	92.60%
Fuel, supplies, and administrative	424,994	350,815	74,179	82.55%
Education and training	128,625	74,310	54,315	57.77%
Capital expenditures	1,427,000	1,421,500	5,500	99.61%
Debt service	100,045	100,045	0	100.00%
Total Expenditures	21,317,767	21,107,272	210,495	99.01%
Revenues over/(under) expenditures	<u>(958,819)</u>	<u>\$ (333,396)</u>	<u>\$ 625,423</u>	
Fund Balance/Cash Carry Forward	<u>9,118,048</u>			
Total expenditures and reserves	<u>\$ 30,435,815</u>			
		<u>SEPTEMBER</u>	<u>AUGUST</u>	
Cash Balances				
BankUnited - Operating		\$ 1,030,586	\$ 969,440	
Petty Cash		-	-	
		<u>1,030,586</u>	<u>969,440</u>	
Investments				
General - SBA - Fund A		1,929,748	1,929,609	
BankUnited Money Market		<u>7,744,675</u>	<u>9,592,111</u>	
		<u>9,674,423</u>	<u>11,521,720</u>	
Total Cash and Investments		<u>\$ 10,705,009</u>	<u>\$ 12,491,160</u>	

Submitted for approval on November 17, 2021

Approved By: _____
 (Signature)

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND
For The Twelve Months Ended September 30, 2021 (Unaudited)

	Amended		Variance	
	Budget	Actual	\$	%
Revenues				
Cash Carry Forward	\$ 10,076,867			
Ad Valorem Taxes	20,691,066	\$ 20,764,979	\$ 73,913	100.36%
Excess fees	140,000	131,718	(8,282)	94.08%
Penalties	19,000	32,933	13,933	173.33%
Discounts	(755,000)	(759,349)	(4,349)	100.58%
Refunds Deducted	(50,000)	(37,824)	12,176	75.65%
Ad Valorem Taxes Prior Years	4,000	4,450	450	111.24%
Impact Fees	95,000	38,894	(56,106)	40.94%
FEMA Revenue	-	44,715	44,715	N/A
State Firefighter Supplemental	59,760	21,974	(37,786)	36.77%
Grant Revenue	-	99,917	99,917	N/A
Inspection Fees	50,000	50,730	730	101.46%
CPR - Books & Masks	1,000	1,620	620	162.00%
Interest Check/Demand Accounts	50,000	64,470	14,470	128.94%
Rents	34,122	34,805	683	102.00%
Sale of Equipment	15,000	157,172	142,172	1047.81%
Contributions	5,000	6,750	1,750	135.00%
Miscellaneous	-	115,923	115,923	N/A
Proceeds from Debt	-	-	-	N/A
Total Revenues	20,358,948	20,773,876	414,928	102.04%
Total Revenues and Cash Carry Forward	30,435,815			
Expenditures				
Personnel Services				
Salaries - Commissioners	30,000	30,000	-	100.00%
Salaries - ADM	1,814,195	1,826,426	(12,231)	100.67%
Salaries - OPS	7,131,726	6,983,864	147,862	97.93%
Salaries - FLSA	557,356	547,427	9,929	98.22%
Salaries - Sick Pay - ADM	104,666	86,268	18,398	82.42%
Salaries - Sick Pay - OPS	264,409	219,485	44,924	83.01%
Salaries - Holiday Pay	137,419	104,462	32,957	76.02%
Salaries - Out of Class Pay	45,000	31,441	13,560	69.87%
Salaries - One Time Payouts - ADM	23,908	-	23,908	0.00%
Salaries - One Time Payouts - OPS	93,873	52,673	41,200	56.11%
Salaries - Clothing and Uniform Allowance	3,200	-	3,200	0.00%
Salaries - Ins Deductible & Subsidy- ADM	3,240	2,920	320	90.12%
Salaries - Ins Deductible & Subsidy- OPS	39,703	36,423	3,280	91.74%
Salaries - Phone Allowance	12,000	12,000	-	100.00%
Salaries - ER H.S.A Contribution - ADM	46,500	47,667	(1,167)	102.51%
Salaries - ER H.S.A. Contribution - OPS	235,500	246,875	(11,375)	104.83%
Salaries - Overtime Staffing - ADM	7,892	1,544	6,348	19.56%
Salaries - Overtime Staffing - OPS	122,170	536,828	(414,658)	439.41%
Salaries - Overtime Training - OPS	82,425	65,802	16,623	79.83%
Salaries - Overtime USAR/Strike Teams - ADM	-	-	-	N/A
Salaries - Overtime USAR/Strike Teams - OPS	-	58,506	(58,506)	N/A
Salaries - State Education ADM	16,440	16,440	-	100.00%
Salaries - State Education OPS	43,320	43,932	(612)	101.41%
Social Security Taxes - ADM/Commissioners	110,243	108,930	1,313	98.81%
Social Security Taxes - OPS	521,288	523,128	(1,840)	100.35%
Medicare Taxes - ADM/Commissioners	29,083	28,178	905	96.89%
Medicare Taxes - OPS	122,687	123,037	(350)	100.29%
Retirement - ADM	353,291	357,484	(4,193)	101.19%
Retirement - OPS	1,968,831	2,046,194	(77,363)	103.93%
Veba Plan Contribution - ADM	93,574	93,304	270	99.71%
Veba Plan Contribution - OPS	422,991	415,518	7,473	98.23%
Health Insurance - ADM	683,547	676,475	7,072	98.97%
Health Insurance - OPS	1,411,986	1,400,231	11,755	99.17%
Health Insurance - Admin Contribution	(15,286)	(13,340)	(1,946)	87.27%
Health Insurance - OPS Contribution	(82,599)	(73,439)	(9,160)	88.91%
Health Insurance - Retiree Contribution	(429,777)	(423,042)	(6,735)	98.43%
Employee Insurance - Other - ADM	86,546	78,272	8,274	90.44%
Employee Insurance - Other - OPS	264,698	237,455	27,243	89.71%
Workers Compensation Insurance - ADM	42,167	43,824	(1,657)	103.93%
Workers Compensation Insurance - OPS	269,460	281,001	(11,541)	104.28%
Total Personnel Services	16,667,672	16,854,191	(186,519)	101.12%

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND
For The Twelve Months Ended September 30, 2021 (Unaudited)

	Amended		Variance	
	Budget	Actual	\$	%
Operating Expenditures				
Legal	60,000	40,403	19,597	67.34%
Computer Support Services	35,000	32,904	2,096	94.01%
Other Professional	125,550	63,258	62,292	50.38%
Audit and Accounting	36,000	35,500	500	98.61%
Tax Collector's Commission	404,000	402,162	1,838	99.54%
Property Appraiser's Commission	138,083	119,736	18,347	86.71%
Custodial & Janitorial Services	35,460	18,539	16,921	52.28%
Other Services - MVR Review	14,000	13,689	311	97.78%
Travel and Per Diem	107,395	19,210	88,185	17.89%
Telephones	90,000	72,946	17,054	81.05%
Wireless User Fee	54,025	55,903	(1,878)	103.48%
Freight & Postage	2,200	1,295	905	58.88%
Water	13,300	11,648	1,652	87.58%
Electricity	58,425	42,741	15,684	73.16%
Cable Television	3,787	3,688	99	97.40%
Garbage	12,625	12,052	573	95.46%
Propane	7,710	8,348	(638)	108.27%
Equipment Rentals & Leases	46,631	45,260	1,371	97.06%
Insurance	140,000	139,213	787	99.44%
Equipment Maintenance	175,900	159,677	16,223	90.78%
Building Maintenance	404,523	395,102	9,421	97.67%
Vehicle Maintenance	177,592	217,533	(39,941)	122.49%
Promotional Activities	33,200	21,182	12,018	63.80%
Promotional Activities - ADM	5,000	6,670	(1,670)	133.40%
Small Tools & Equipment	137,615	158,272	(20,657)	115.01%
Turnout Gear	108,010	91,809	16,201	85.00%
Annual Medical Exams/Wellness	50,000	53,841	(3,841)	107.68%
Legal Advertising	2,000	1,385	615	69.24%
Hiring Costs	19,500	16,550	2,950	84.87%
Uniforms	63,900	40,874	23,026	63.96%
Office Supplies	8,000	5,022	2,978	62.77%
Fuel	65,000	61,176	3,824	94.12%
Janitorial Supplies	27,600	21,928	5,672	79.45%
Medical Supplies	84,525	57,960	26,565	68.57%
Other Operating Supplies	87,780	58,467	29,313	66.61%
Memberships, Publications & Subscriptions	160,089	151,283	8,806	94.50%
Educational Reimbursement	50,920	39,219	11,701	77.02%
Training	77,705	35,091	42,614	45.16%
Total Operating	<u>3,123,050</u>	<u>2,731,536</u>	<u>391,514</u>	87.46%
Capital Outlay				
Buildings	-	-	-	N/A
Equipment	97,000	99,568	(2,568)	102.65%
Vehicles	1,330,000	1,321,933	8,067	99.39%
Total Capital Outlay	<u>1,427,000</u>	<u>1,421,500</u>	<u>5,500</u>	99.61%
Debt Service				
Principal	97,686	97,686	0	100.00%
Interest	2,359	2,359	0	100.00%
Total Debt Service	<u>100,045</u>	<u>100,045</u>	<u>0</u>	100.00%
Total Expenditures	<u>21,317,767</u>	<u>21,107,272</u>	<u>210,495</u>	99.01%
Revenues over Expenditures		<u>\$ (333,396)</u>		
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	<u>9,118,048</u>			
Total Expenditures and Reserves	<u>\$ 30,435,815</u>			

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
12/17/2020	10,969,189.92	-	438,625.16	210,829.70	10,920.38	10,330,655.44
12/29/2020	1,941,810.43	-	73,192.90	37,395.72	1,168.10	1,832,389.91
1/15/2021	640,794.10	-	19,549.79	12,453.35	275.77	609,066.73
2/16/2021	558,591.90	-	12,299.03	10,939.21	(5,620.49)	529,733.17
3/15/2021	333,111.81	-	3,900.95	6,603.18	(1,839.46)	320,768.22
4/15/2021	607,423.72	-	422.52	12,154.83	(1,969.10)	592,877.27
5/15/2021	194,318.82	-	1.12	4,048.35	562.53	190,831.88
6/15/2021	119,963.45	-	10.78	2,493.80	4,490.86	121,949.73
7/15/2021	150,316.09	-	-	3,101.69	4,768.32	151,982.72
8/16/2021	249.41	-	-	6.04	52.46	295.83
9/16/2021	1,092.54	-	-	32.71	543.26	1,603.09
10/15/2021	1,294.78	-	-	66.03	2,007.00	3,235.75
10/15/2021	-	1,583.58	-	79.15	-	1,504.43
	-	-	-	-	-	-
	<u>\$20,764,978.80</u>	<u>\$ 1,583.58</u>	<u>\$ 759,348.85</u>	<u>\$ 402,161.77</u>	<u>\$ (441.24)</u>	<u>\$ 19,604,610.52</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 September 30, of each year

Fiscal Year		Revenue	Discounts	Commissions
2021				
	Budget	20,664,066	755,000	404,000
	Actual	20,764,538	759,349	402,162
		100.49%	100.58%	99.54%
2020				
	Budget	20,485,690	742,500	400,500
	Actual	20,538,658	745,253	398,383
		100.26%	100.37%	99.47%
2019				
	Budget	20,352,023	732,000	395,000
	Actual	20,198,737	727,115	392,135
		99.25%	99.33%	99.27%
2018				
	Budget	19,193,971	690,000	383,000
	Actual	18,955,126	685,383	368,304
		98.76%	99.33%	96.16%
2017				
	Budget	18,354,838	645,000	359,000
	Actual	18,275,829	660,347	354,722
		99.57%	102.38%	98.81%
2016				
	Budget	17,185,982	600,000	335,000
	Actual	17,121,799	615,245	331,757
		99.63%	102.54%	99.03%

Check History Report
Sorted By Check Number
Activity From: 9/1/2021 to 9/30/2021

IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
021121	9/14/2021	AD	ADVANCED DISPOSAL-FT MYERS	931.65	Auto
021122	9/14/2021	AERAS	AERAS TECHNOLOGIES LLC	500.00	Auto
021123	9/14/2021	AIRGAS	AIRGAS	503.15	Auto
021124	9/14/2021	ALLHAND	ALL HANDS FIRE EQUIPMENT	258.89	Auto
021125	9/14/2021	CHILLED	CHILLED AUTO AIR & REPAIR	1,353.07	Auto
021126	9/14/2021	CINTAS	CINTAS CORPORATION #294	107.62	Auto
021127	9/14/2021	CMRO	COASTAL MRO, INC.	32.00	Auto
021128	9/14/2021	COMPRES	COMPRESSED AIR SUPPLIES & EQUIPMENT, INC	647.58	Auto
021129	9/14/2021	CORPORA	CORPORATE BILLING, INC	63.47	Auto
021130	9/14/2021	CROWN	CROWN INFORMATION MANAGEMENT	25.00	Auto
021131	9/14/2021	CRS	CRS TECHNOLOGY	2,400.00	Auto
021132	9/14/2021	CRYSTAL	CRYSTAL SPRINGS	28.43	Auto
021133	9/14/2021	DINGLE	SCOTT DINGLE	785.00	Auto
021134	9/14/2021	EARTH	EARTH VIEW LLC	8,500.00	Auto
021135	9/14/2021	FDOT	FL DEPT OF TRANSPORTATION	7.08	Auto
021136	9/14/2021	FPL8590	FL POWER & LIGHT CO.	568.66	Auto
021137	9/14/2021	GRALEY	GRALEY MECHANICAL, INC.	150.00	Auto
021138	9/14/2021	HARBOR	HARBOR FREIGHT TOOLS	82.99	Auto
021139	9/14/2021	HOMD	Home Depot Credit Services	216.27	Auto
021140	9/14/2021	LEE DOT	LEE COUNTY BOCC	3,206.97	Auto
021141	9/14/2021	LEESAR	LEESAR INC	2,924.30	Auto
021142	9/14/2021	LMHS	LEE MEMORIAL HEALTH SYSTEM	4,384.00	Auto
021143	9/14/2021	LOWES	LOWE'S	558.20	Auto
021144	9/14/2021	LWS	LIGHTNING WIRELESS SOL, INC	455.00	Auto
021145	9/14/2021	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
021146	9/14/2021	MARCO	MARCO OFFICE SUPPLY, FURNITURE & PRINTING INC.	709.52	Auto
021147	9/14/2021	MARINE	MARINEMAX	290.96	Auto
021148	9/14/2021	MES	MUNICIPAL EMERGENCY SVCS, INC.	1,554.19	Auto
021149	9/14/2021	MOTOROL	MOTOROLA SOLUTIONS INC.	307.87	Auto
021150	9/14/2021	MPORTER	MICHAEL D PORTER	785.00	Auto
021151	9/14/2021	NAFECO	NAFECO	1,268.15	Auto
021152	9/14/2021	OFFICE	OFFICE DEPOT BUSINESS ACCOUNT	127.80	Auto
021153	9/14/2021	OFFPRID	OFFICE PRIDE COMMERCIAL CLEANING SVCS	1,084.04	Auto
021154	9/14/2021	RICOH	RICOH USA, INC.	813.42	Auto
021155	9/14/2021	SOUTH	SOUTH FL EMERGENCY VEHICLES	300.05	Auto
021156	9/14/2021	STREETE	DIONNE STREETE	500.00	Auto
021157	9/14/2021	SWI	SAFEWARE INC	738.00	Auto
021158	9/14/2021	TEN8	TEN-8 FIRE & SAFETY, LLC	5,231.46	Auto
021159	9/14/2021	UPS	UNITED PARCEL SERVICE	28.52	Auto
021160	9/14/2021	VALVO	SUNSHINE LUBES LLC	171.49	Auto
021161	9/14/2021	VFIS	VFIS	222.00	Auto
021162	9/14/2021	ZINGER	CYNTHIA ZINGER	144.88	Auto
021163	9/22/2021	AAAPM	A.A.A. PROPERTY MAINTENANCE INC	1,645.00	Auto
021164	9/22/2021	BENNETT	BENNETT FIRE PRODUCTS CO, INC	440.91	Auto
021165	9/22/2021	CINTAS	CINTAS CORPORATION #294	107.62	Auto
021166	9/22/2021	CITYELE	CITY ELECTRIC SUPPLY COMPANY	568.75	Auto
021167	9/22/2021	FTLAUD	FORT LAUDERDALE FIREFIGHTERS TRAINING ASSOC	600.00	Auto
021168	9/22/2021	HOMD	Home Depot Credit Services	83.70	Auto
021169	9/22/2021	JTS	JTS ASSOCIATION, INC.	13,500.00	Auto
021170	9/22/2021	LEESAR	LEESAR INC	2,441.77	Auto
021171	9/22/2021	MARTIN	JASON MARTIN	150.00	Auto
021172	9/22/2021	MES	MUNICIPAL EMERGENCY SVCS, INC.	3,398.14	Auto
021173	9/22/2021	NAFECO	NAFECO	126.45	Auto

Check History Report
Sorted By Check Number
Activity From: 9/1/2021 to 9/30/2021

IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
021174	9/22/2021	OFFICE	OFFICE DEPOT BUSINESS ACCOUNT	37.04	Auto
021175	9/22/2021	OGLETRE	OGLETREE DEAKINS	3,192.00	Auto
021176	9/22/2021	OVERHEA	OVERHEAD DOOR CO OF FORT MYERS	512.00	Auto
021177	9/22/2021	RYAN	RYAN PETROLEUM	4,902.33	Auto
021178	9/22/2021	SOUTH	SOUTH FL EMERGENCY VEHICLES	186.50	Auto
021179	9/22/2021	STREETE	DIONNE STREETE	500.00	Auto
021180	9/22/2021	SWI	SAFEWARE INC	585.00	Auto
021181	9/22/2021	TEN8	TEN-8 FIRE & SAFETY, LLC	811.39	Auto
021182	9/22/2021	UPS	UNITED PARCEL SERVICE	32.72	Auto
021183	9/22/2021	VALVO	SUNSHINE LUBES LLC	165.50	Auto
021184	9/22/2021	WATERCF	WATERWAY OF CENTRAL FL LLC	500.00	Auto
021185	9/30/2021	ABCFIRE	ABC FIRE EQUIPMENT CORP	445.00	Auto
021186	9/30/2021	ALERTAL	ALERT-ALL CORP	3,810.00	Auto
021187	9/30/2021	CINTAS	CINTAS CORPORATION #294	107.62	Auto
021188	9/30/2021	CONTER	CONTERRA, INC.	94.61	Auto
021189	9/30/2021	CRISMAN	BRIAN CRISMAN	1,276.08	Auto
021190	9/30/2021	EAGLE	EAGLE ENGRAVING. INC.	542.95	Auto
021191	9/30/2021	FFMIA	FL FIRE MARSHALS & INSPECT	325.00	Auto
021192	9/30/2021	FIREDEX	FIRE-DEX GW, LLC	179.64	Auto
021193	9/30/2021	FIRESMA	FIRE SMART PROMOTIONS	1,525.00	Auto
021194	9/30/2021	FPL0598	FL POWER & LIGHT CO.	1,561.44	Auto
021195	9/30/2021	FPL3327	FL POWER & LIGHT CO.	19.65	Auto
021196	9/30/2021	FPL5324	FL POWER & LIGHT CO.	578.63	Auto
021197	9/30/2021	FPL6245	FL POWER & LIGHT CO.	804.33	Auto
021198	9/30/2021	GLAXO	GLAXOSMITHKLINE PHARMACEUTICALS	847.86	Auto
021199	9/30/2021	HARBOR	HARBOR FREIGHT TOOLS	102.98	Auto
021200	9/30/2021	HEARTSM	ALLIED 100	3,435.00	Auto
021201	9/30/2021	INSIGHT	INSIGHT PUBLIC SECTOR	5,325.00	Auto
021202	9/30/2021	LA MURA	GUISEPPI LA MURA	920.52	Auto
021202	9/30/2021	LA MURA	GUISEPPI LA MURA	920.52	Reversal
021203	9/30/2021	LOWES	LOWE'S	315.05	Auto
021204	9/30/2021	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
021205	9/30/2021	MARINE	MARINEMAX	434.33	Auto
021206	9/30/2021	NAFECO	NAFECO	739.65	Auto
021207	9/30/2021	OFFICE	OFFICE DEPOT BUSINESS ACCOUNT	135.90	Auto
021208	9/30/2021	OVERHEA	OVERHEAD DOOR CO OF FORT MYERS	2,065.00	Auto
021209	9/30/2021	PAPYRUS	PAPYRUS DOCUMENT & DESIGN, LLC	180.00	Auto
021210	9/30/2021	PROCHIL	DOMENICO PROCHIL	930.00	Auto
021211	9/30/2021	PUBSOL	PUBLIC SOLUTIONS, LLC	1,250.00	Auto
021212	9/30/2021	PURCHAS	PURCHASE POINT EQUIPMENT SUPPLY LLC	4,820.00	Auto
021213	9/30/2021	RESCSYS	RESCUE SYSTEMS UNLIMITED LLC	2,929.00	Auto
021214	9/30/2021	SOUTH	SOUTH FL EMERGENCY VEHICLES	1,705.62	Auto
021215	9/30/2021	STREETE	DIONNE STREETE	500.00	Auto
021216	9/30/2021	SWI	SAFEWARE INC	225.00	Auto
021217	9/30/2021	ULINE	ULINE, INC	96.27	Auto
W00646	9/1/2021	LOCUMS	LOCUMS DOC, INC	2,083.33	Wire Transfer
W00647	9/5/2021	BU9855	CARDMEMBER SERVICE	16,653.51	Wire Transfer
W00648	9/10/2021	CABLE1	COMCAST CABLEVISION	30.00	Wire Transfer
W00649	9/10/2021	CABLE2	COMCAST CABLEVISION	67.50	Wire Transfer
W00650	9/10/2021	CABLE3	COMCAST CABLEVISION	45.00	Wire Transfer
W00651	9/10/2021	CABLE4	COMCAST CABLEVISION	105.00	Wire Transfer
W00652	9/10/2021	UHC	UNITED HEALTHCARE INS. CO.	169,085.42	Wire Transfer
W00653	9/17/2021	CABLE5	COMCAST CABLEVISION	67.50	Wire Transfer
W00654	9/17/2021	T3	T3 COMMUNICATIONS, INC.	4,809.12	Wire Transfer

IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
W00655	9/21/2021	LCU	LEE COUNTY UTILITIES	765.78	Wire Transfer
W00656	9/27/2021	TECO	TECO	48.18	Wire Transfer
W00657	9/1/2021	COLLIFE	COLONIAL LIFE PREMIUM PROCESSING	4,011.38	Wire Transfer
W00658	9/20/2021	ENTERPR	ENTERPRISE FM TRUST	3,142.86	Wire Transfer
W00659	9/21/2021	VERIZON	VERIZON	1,647.92	Wire Transfer
W00660	9/21/2021	MICROSO	MICROSOFT CORPORATION	1,188.00	Wire Transfer
W00661	9/30/2021	COLLIFE	COLONIAL LIFE PREMIUM PROCESSING	4,011.38	Wire Transfer
W00662	9/7/2021	SAGE IN	SAGE SOFTWARE INC	4,389.00	Wire Transfer
Bank B Total:				327,378.39	
Report Total:				327,378.39	

Iona McGregor Fire District
Financial Report
11/17/2021

<u>Included Reports (unaudited)</u>	<u>Page(s)</u>
Financial Report Notes	1
Balance Sheet as of October 31, 2021	2
Summary Statement of Activities – General Fund	3
Detailed Statement of Activities – General Fund	4-5
Check Register – Month of October 2021	6-7

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
FINANCIAL REPORT NOTES
BALANCE SHEET AND STATEMENTS OF REVENUES AND EXPENDITURES
(UNAUDITED)
For the Month Ended October 31, 2021**

Notable items on the Balance Sheet:

Cash and Investments

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

- 0.09% - SBA (Florida PRIME Local Government Investment Pool)
- 0.29% - BankUnited

Liabilities

Liabilities totaling \$136,421 consist of trade accounts payable and accrued expenditures as well as amounts withheld from employees' pay for retirement contributions.

Notable items on the Statements of Revenues and Expenditures:

Revenues

- Inspection fees totaled \$18,787 for the month of October.
- Interest on invested surplus funds totaled \$1,677 for the month of October.
- Recorded quarterly payment received in September for the space rented to Lee Co. EMS - \$8,875.

Expenditures

- 25% down payment on workers' compensation insurance - \$90,326
- 1st Quarter property appraiser fees - \$35,168
- Annual premium for accident and sickness policy - \$20,878
- 25% down payment on liability and auto insurance - \$32,653
- Annual cleaning and inspection - \$16,177
- Annual subscription for scheduling software - \$7,311

Total expenditures reflect 6.01% of budget and are tracking as expected.

IONA MCGREGOR FIRE DISTRICT (IMF)

ASSETS

CASH

Operating Account - BankUnited

\$ 1,123,596.83

Total CASH:

1,123,596.83

INVESTMENTS

Investments - SBA

1,929,902.43

Money Market - BankUnited

5,996,197.67

Total INVESTMENTS:

7,926,100.10

Total ASSETS:

\$ 9,049,696.93

LIABILITIES

LIABILITIES AND OTHER CREDITS

Accounts Payable

83,917.64

Total LIABILITIES AND OTHER CREDITS:

83,917.64

ACCRUED EXPENSES

Accrued Expenditures

28,118.97

FRS - Employee Contribution - ADMIN

4,703.23

FRS - Employee Contribution - OPS

19,681.27

Total ACCRUED EXPENSES:

52,503.47

Total LIABILITIES:

136,421.11

EQUITY

Retained Earnings-Current Year

(1,272,048.23)

Prior Year Revenues Over/(Under) Expenditures

(333,396.00)

Fund Balance

10,518,720.05

Total EQUITY:

8,913,275.82

Total LIABILITIES & EQUITY:

\$ 9,049,696.93

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Month Ended October 31, 2021 (Unaudited)

Revenues	Amended	Actual	Variance	
	Budget		\$	%
Cash Carry Forward	\$ 10,211,193			
Ad valorem taxes	22,212,377	\$ -	\$ (22,212,377)	0.00%
Permits, Fees & Special Assessments	50,000	-	(50,000)	0.00%
Intergovernmental	67,960	-	(67,960)	0.00%
Charges for services	51,000	19,387	(31,613)	38.01%
Interest Check/Demand Accounts	54,000	1,677	(52,323)	3.11%
Miscellaneous	214,804	9,826	(204,978)	4.57%
Proceeds from debt	-	-	-	N/A
Total Revenues	22,650,141	30,890	(22,619,251)	0.14%
Total revenues and cash carry forward	<u>32,861,334</u>			
Expenditures				
Personnel services				
Salaries	11,775,174	761,069	11,014,105	6.46%
Benefits	6,630,506	342,499	6,288,007	5.17%
Operating Expenditures				
Professional and contractual	844,455	51,028	793,427	6.04%
Travel	110,135	2,044	108,091	1.86%
Communications & freight	116,050	6,817	109,233	5.87%
Utilities, equipment rental, and insurance	289,131	62,243	226,888	21.53%
Repairs and maintenance	551,665	39,779	511,886	7.21%
Operational, small tools and equipment	470,060	11,102	458,958	2.36%
Fuel, supplies, and administrative	410,343	26,175	384,168	6.38%
Education and training	141,160	182	140,978	0.13%
Capital expenditures	249,600	-	249,600	0.00%
Debt service	<u>75,034</u>	<u>-</u>	<u>75,034</u>	<u>0.00%</u>
Total Expenditures	21,663,313	1,302,938	20,360,375	6.01%
Revenues over/(under) expenditures	<u>986,828</u>	<u>\$ (1,272,048)</u>	<u>\$ (2,258,876)</u>	
Fund Balance/Cash Carry Forward	<u>11,198,021</u>			
Total expenditures and reserves	<u>\$ 32,861,334</u>			
		<u>OCTOBER</u>	<u>SEPTEMBER</u>	
Cash Balances				
BankUnited - Operating		\$ 1,123,597	\$ 1,030,586	
Petty Cash		-	-	
		<u>1,123,597</u>	<u>1,030,586</u>	
Investments				
General - SBA - Fund A		1,929,902	1,929,748	
BankUnited Money Market		<u>5,996,198</u>	<u>7,744,675</u>	
		<u>7,926,100</u>	<u>9,674,423</u>	
Total Cash and Investments		<u>\$ 9,049,697</u>	<u>\$ 10,705,009</u>	

Submitted for approval on November 17, 2021

Approved By: _____
 (Signature)

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND
For the Month Ended October 31, 2021 (Unaudited)

	Adopted		Variance	
	Budget	Actual	\$	%
Revenues				
Cash Carry Forward	\$ 10,211,193			
Ad Valorem Taxes	22,935,377	\$ -	\$ (22,935,377)	0.00%
Excess fees	140,000	-	(140,000)	0.00%
Penalties	20,000	-	(20,000)	0.00%
Discounts	(837,000)	-	837,000	0.00%
Refunds Deducted	(50,000)	-	50,000	0.00%
Ad Valorem Taxes Prior Years	4,000	-	(4,000)	0.00%
Impact Fees	50,000	-	(50,000)	0.00%
FEMA Revenue	-	-	-	N/A
State Firefighter Supplemental	67,960	-	(67,960)	0.00%
Grant Revenue	-	-	-	N/A
Inspection Fees	50,000	18,787	(31,213)	37.57%
CPR - Books & Masks	1,000	600	(400)	60.00%
Interest Check/Demand Accounts	54,000	1,677	(52,323)	3.11%
Rents	34,804	8,875	(25,929)	25.50%
Sale of Equipment	175,000	-	(175,000)	0.00%
Contributions	5,000	-	(5,000)	0.00%
Miscellaneous	-	951	951	N/A
Proceeds from Debt	-	-	-	N/A
Total Revenues	22,650,141	30,890	(22,619,251)	0.14%
Total Revenues and Cash Carry Forward	32,861,334			
Expenditures				
Personnel Services				
Salaries - Commissioners	30,000	2,500	27,500	8.33%
Salaries - ADM	2,036,797	129,442	1,907,355	6.36%
Salaries - OPS	7,588,450	549,456	7,038,994	7.24%
Salaries - FLSA	594,229	43,434	550,795	7.31%
Salaries - Sick Pay - ADM	121,987	-	121,987	0.00%
Salaries - Sick Pay - OPS	275,218	-	275,218	0.00%
Salaries - Holiday Pay	128,711	8,988	119,723	6.98%
Salaries - Out of Class Pay	35,000	1,371	33,629	3.92%
Salaries - One Time Payouts - ADM	133,983	-	133,983	0.00%
Salaries - One Time Payouts - OPS	59,423	-	59,423	0.00%
Salaries - Clothing and Uniform Allowance	-	-	-	N/A
Salaries - Ins Deductible & Subsidy- ADM	3,240	243	2,997	7.50%
Salaries - Ins Deductible & Subsidy- OPS	39,703	3,068	36,635	7.73%
Salaries - Phone Allowance	16,000	1,125	14,875	7.03%
Salaries - ER H.S.A Contribution - ADM	53,500	-	53,500	0.00%
Salaries - ER H.S.A. Contribution - OPS	247,500	-	247,500	0.00%
Salaries - Overtime Staffing - ADM	4,225	-	4,225	0.00%
Salaries - Overtime Staffing - OPS	293,039	13,145	279,894	4.49%
Salaries - Overtime Training - OPS	46,209	3,038	43,171	6.57%
Salaries - Overtime USAR/Strike Teams - ADM	-	-	-	N/A
Salaries - Overtime USAR/Strike Teams - OPS	-	-	-	N/A
Salaries - State Education ADM	18,640	1,480	17,160	7.94%
Salaries - State Education OPS	49,320	3,780	45,540	7.66%
Social Security Taxes - ADM/Commissioners	125,699	6,689	119,010	5.32%
Social Security Taxes - OPS	554,074	37,121	516,953	6.70%
Medicare Taxes - ADM/Commissioners	32,559	1,888	30,671	5.80%
Medicare Taxes - OPS	130,406	8,795	121,611	6.74%
Retirement - ADM	402,907	(6,782)	409,689	-1.68%
Retirement - OPS	2,250,510	(18,198)	2,268,708	-0.81%
Veba Plan Contribution - ADM	105,551	-	105,551	0.00%
Veba Plan Contribution - OPS	451,488	-	451,488	0.00%
Health Insurance - ADM	836,092	67,920	768,172	8.12%
Health Insurance - OPS	1,616,343	143,881	1,472,462	8.90%
Health Insurance - Admin Contribution	(20,174)	(3,712)	(16,462)	18.40%
Health Insurance - OPS Contribution	(94,167)	(17,696)	(76,471)	18.79%
Health Insurance - Retiree Contribution	(510,935)	(37,468)	(473,467)	7.33%
Employee Insurance - Other - ADM	99,229	17,016	82,213	17.15%
Employee Insurance - Other - OPS	282,349	52,720	229,629	18.67%
Workers Compensation Insurance - ADM	47,130	11,742	35,388	24.91%
Workers Compensation Insurance - OPS	321,445	78,583	242,862	24.45%
Total Personnel Services	18,405,680	1,103,568	17,302,112	6.00%

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
DETAILED STATEMENT OF ACTIVITIES - GENERAL FUND
For the Month Ended October 31, 2021 (Unaudited)

	Adopted		Variance	
	Budget	Actual	\$	%
Operating Expenditures				
Legal	50,000	-	50,000	0.00%
Computer Support Services	36,200	2,610	33,590	7.21%
Other Professional	81,550	9,323	72,227	11.43%
Audit and Accounting	36,000	-	36,000	0.00%
Tax Collector's Commission	448,000	-	448,000	0.00%
Property Appraiser's Commission	140,633	35,168	105,465	25.01%
Custodial & Janitorial Services	37,600	3,789	33,811	10.08%
Other Services - MVR Review	14,472	138	14,334	0.95%
Travel and Per Diem	110,135	2,044	108,091	1.86%
Telephones	58,000	4,766	53,234	8.22%
Wireless User Fee	55,950	1,859	54,091	3.32%
Freight & Postage	2,100	192	1,908	9.13%
Water	13,065	-	13,065	0.00%
Electricity	58,650	3,582	55,068	6.11%
Cable Television	3,910	315	3,595	8.06%
Garbage	13,800	945	12,855	6.85%
Propane	7,225	100	7,125	1.38%
Equipment Rentals & Leases	47,481	3,769	43,712	7.94%
Insurance	145,000	53,531	91,469	36.92%
Equipment Maintenance	112,100	18,349	93,751	16.37%
Building Maintenance	261,973	13,525	248,448	5.16%
Vehicle Maintenance	177,592	7,904	169,688	4.45%
Promotional Activities	31,500	3,521	27,979	11.18%
Promotional Activities - ADM	5,000	-	5,000	0.00%
Small Tools & Equipment	179,050	3,672	175,378	2.05%
Turnout Gear	116,910	441	116,469	0.38%
Annual Medical Exams/Wellness	50,000	-	50,000	0.00%
Legal Advertising	2,000	-	2,000	0.00%
Hiring Costs	30,000	160	29,840	0.53%
Uniforms	47,600	3,207	44,393	6.74%
Office Supplies	8,000	101	7,899	1.26%
Fuel	65,000	5,061	59,939	7.79%
Janitorial Supplies	27,600	948	26,652	3.43%
Medical Supplies	62,500	4,251	58,249	6.80%
Other Operating Supplies	53,640	1,289	52,351	2.40%
Memberships, Publications & Subscriptions	201,603	14,626	186,977	7.26%
Educational Reimbursement	41,800	-	41,800	0.00%
Training	99,360	182	99,178	0.18%
Total Operating	2,932,999	199,370	2,733,629	6.80%
Capital Outlay				
Buildings	-	-	-	N/A
Equipment	44,600	-	44,600	0.00%
Vehicles	205,000	-	205,000	0.00%
Total Capital Outlay	249,600	-	249,600	0.00%
Debt Service				
Principal	74,386	-	74,386	0.00%
Interest	648	-	648	0.00%
Total Debt Service	75,034	-	75,034	0.00%
Total Expenditures	21,663,313	1,302,938	20,360,375	6.01%
Revenues over Expenditures		\$ (1,272,048)		
Reserves				
Assigned:				
Operating Expenditures Oct - Dec	5,281,000			
Hurricane/Disaster	2,641,000			
Capital (Facilities, Apparatus, Equipment)	3,267,021			
Health Insurance (Level Funding Reserve)	-			
Unassigned:				
General Operating	9,000			
Total Reserves	11,198,021			
Total Expenditures and Reserves	\$ 32,861,334			

Check History Report
Sorted By Check Number
Activity From: 10/1/2021 to 10/31/2021

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IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
021218	10/15/2021	AAAPM	A.A.A. PROPERTY MAINTENANCE INC	3,789.00	Auto
021219	10/15/2021	AD	ADVANCED DISPOSAL-FT MYERS	944.82	Auto
021220	10/15/2021	AERAS	AERAS TECHNOLOGIES LLC	500.00	Auto
021221	10/15/2021	AIRGAS	AIRGAS	248.83	Auto
021222	10/15/2021	ALADTEC	ALADTEC, INC.	7,311.00	Auto
021223	10/15/2021	AMERI71	AMERIGAS - 5329	439.98	Auto
021224	10/15/2021	AMERI72	AMERIGAS - 5329	1,936.04	Auto
021225	10/15/2021	AMERI74	AMERIGAS - 5329	1,008.14	Auto
021226	10/15/2021	BOULEVA	BOULEVARD TIRE CENTER	248.50	Auto
021227	10/15/2021	CINTAS	CINTAS CORPORATION #294	107.62	Auto
021228	10/15/2021	COLROOF	COLONIAL ROOFING, INC.	1,489.00	Auto
021229	10/15/2021	CORPORA	CORPORATE BILLING, INC	5,264.30	Auto
021230	10/15/2021	CROWN	CROWN INFORMATION MANAGEMENT	25.00	Auto
021231	10/15/2021	CRS	CRS TECHNOLOGY	2,400.00	Auto
021232	10/15/2021	CRYSTAL	CRYSTAL SPRINGS	29.43	Auto
021233	10/15/2021	DEO	FL DEPT OF ECONOMIC OPPORTUNITY	175.00	Auto
021234	10/15/2021	EMERG	EMERGENCY MEDICAL SERVICES	25.00	Auto
021235	10/15/2021	FASD	FL ASSOC. OF SPECIAL DISTRICT	4,000.00	Auto
021236	10/15/2021	FDTRAIN	FIRE DEPARTMENT TRAINING NETWORK	24.00	Auto
021237	10/15/2021	FFMIA	FL FIRE MARSHALS & INSPECT	375.00	Auto
021238	10/15/2021	FILIPAN	DIANA HERNDEN	127.55	Auto
021239	10/15/2021	FPL8590	FL POWER & LIGHT CO.	578.36	Auto
021240	10/15/2021	GRAINGE	GRAINGER	645.14	Auto
021241	10/15/2021	GRALEY	GRALEY MECHANICAL, INC.	150.00	Auto
021242	10/15/2021	HULETT	HULETT ENVIRONMENTAL SERVICES	480.00	Auto
021243	10/15/2021	LEELock	LEE LOCK & KEY	89.00	Auto
021244	10/15/2021	LMHS	LEE MEMORIAL HEALTH SYSTEM	65.00	Auto
021245	10/15/2021	LONGSWO	LONGSWORTH COMFORT AIR LLC	13,093.00	Auto
021246	10/15/2021	LOWES	LOWE'S	307.71	Auto
021247	10/15/2021	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
021248	10/15/2021	MARCO	MARCO OFFICE SUPPLY, FURNITURE & PRINTING INC.	716.34	Auto
021249	10/15/2021	MARINE	MARINEMAX	377.11	Auto
021250	10/15/2021	NAFECO	NAFECO	1,742.24	Auto
021251	10/15/2021	NEWSLEG	THE NEWS PRESS	1,125.26	Auto
021252	10/15/2021	OFFPRID	OFFICE PRIDE COMMERCIAL CLEANING SVCS	1,084.04	Auto
021253	10/15/2021	PGIT	PREFERRED GOVERNMENTAL INS TRUST	90,325.75	Auto
021254	10/15/2021	PORT	WEST MARINE PRO	169.98	Auto
021255	10/15/2021	PRINCIP	PRINCIPAL LIFE INSURANCE CO	16,065.88	Auto
021256	10/15/2021	PRINGLE	RICHARD W. PRINGLE, P.A.	5,125.00	Auto
021257	10/15/2021	RICOH	RICOH USA, INC.	53.04	Auto
021258	10/15/2021	RYAN	RYAN PETROLEUM	4,413.55	Auto
021259	10/15/2021	SEATOW	SEA TOW	179.00	Auto
021260	10/15/2021	SKYLINE	SKYLINE OUTFITTERS LLC	399.00	Auto
021261	10/15/2021	SOUTH	SOUTH FL EMERGENCY VEHICLES	1,670.62	Auto
021262	10/15/2021	STAND	STANDARD INSURANCE CO.	14,021.56	Auto
021263	10/15/2021	STEINKE	MEGAN STEINKE	19.10	Auto
021264	10/15/2021	TEN8	TEN-8 FIRE & SAFETY, LLC	3,857.40	Auto
021265	10/15/2021	UBIS	UNITED BADGES INSURANCE SERVICES	11,530.68	Auto
021266	10/15/2021	UPS	UNITED PARCEL SERVICE	91.82	Auto
021267	10/15/2021	VFIS	VFIS	53,324.45	Auto
021268	10/29/2021	AIRGAS	AIRGAS	172.46	Auto
021269	10/29/2021	ALERTAL	ALERT-ALL CORP	3,125.00	Auto
021270	10/29/2021	ALLPHAS	ALL PHASE ELECTRIC SVC OF FL INC	10,166.00	Auto
021271	10/29/2021	ARMCHEM	ARMCHEM INTERNATIONAL	758.00	Auto

Run Date: 11/12/2021 12:59:58PM

A/P Date: 11/12/2021

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User Logon: MLW

Check History Report
Sorted By Check Number
Activity From: 10/1/2021 to 10/31/2021

IONA MCGREGOR FIRE DISTRICT (IMF)

Bank Code: B BANKUNITED - OPERATING

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
021272	10/29/2021	BENNETT	BENNETT FIRE PRODUCTS CO, INC	440.91	Auto
021273	10/29/2021	CALLAGH	CALLAGHAN TIRE ENTERPRISES INC	320.75	Auto
021274	10/29/2021	CDW	CDW GOVERNMENT, INC	930.00	Auto
021275	10/29/2021	CFPSE	CENTER FOR PUBLIC SAFETY EXCEL	7,240.00	Auto
021276	10/29/2021	CINTAS	CINTAS CORPORATION #294	107.62	Auto
021277	10/29/2021	CROWN	CROWN INFORMATION MANAGEMENT	25.00	Auto
021278	10/29/2021	FIREDEX	FIRE-DEX GW, LLC	16,177.00	Auto
021279	10/29/2021	FPL0598	FL POWER & LIGHT CO.	1,619.57	Auto
021280	10/29/2021	FPL3327	FL POWER & LIGHT CO.	21.05	Auto
021281	10/29/2021	FPL5324	FL POWER & LIGHT CO.	595.48	Auto
021282	10/29/2021	FPL6245	FL POWER & LIGHT CO.	767.82	Auto
021283	10/29/2021	HOMD	Home Depot Credit Services	230.34	Auto
021284	10/29/2021	INSIGHT	INSIGHT PUBLIC SECTOR	2,281.65	Auto
021285	10/29/2021	JAIME	JAIME'S TOWING & RECOVERY INC	110.00	Auto
021286	10/29/2021	LCFMA	LEE CO FIRE MARSHALS & INSPECTORS ASSOC	190.00	Auto
021287	10/29/2021	LEESAR	LEESAR INC	3,702.02	Auto
021288	10/29/2021	LOWES	LOWE'S	2,178.33	Auto
021289	10/29/2021	MARCADI	MARCADIS SINGER, PA TRUST ACCOUNT	233.70	Auto
021290	10/29/2021	MARINE	MARINEMAX	270.05	Auto
021291	10/29/2021	MOTOROL	MOTOROLA SOLUTIONS INC.	478.38	Auto
021292	10/29/2021	NAFECO	NAFECO	817.55	Auto
021293	10/29/2021	NAPA	NAPA AUTO PARTS	523.92	Auto
021294	10/29/2021	NOEL	NOEL PAINTING OF THE USA, LLC	27,985.00	Auto
021295	10/29/2021	OFFICE	OFFICE DEPOT BUSINESS ACCOUNT	100.85	Auto
021296	10/29/2021	OFFPRID	OFFICE PRIDE COMMERCIAL CLEANING SVCS	62.50	Auto
021297	10/29/2021	OVERHEA	OVERHEAD DOOR CO OF FORT MYERS	350.00	Auto
021298	10/29/2021	PAPYRUS	PAPYRUS DOCUMENT & DESIGN, LLC	180.00	Auto
021299	10/29/2021	PRINCIP	PRINCIPAL LIFE INSURANCE CO	15,874.88	Auto
021300	10/29/2021	RAIZA	RAIZA'S ALTERATIONS	248.00	Auto
021301	10/29/2021	RICOH	RICOH USA, INC.	420.36	Auto
021302	10/29/2021	STAND	STANDARD INSURANCE CO.	13,890.86	Auto
021303	10/29/2021	SUMMIT	SUMMIT FIRE & SECURITY	675.00	Auto
021304	10/29/2021	SWPOLY	SW FL POLYGRAPH & BACKGROUND	159.99	Auto
021305	10/29/2021	VALVO	SUNSHINE LUBES LLC	229.99	Auto
W00663	10/1/2021	LOCUMS	LOCUMS DOC, INC	2,083.37	Wire Transfer
W00664	10/5/2021	BU9855	CARDMEMBER SERVICE	3,277.18	Wire Transfer
W00665	10/10/2021	CABLE1	COMCAST CABLEVISION	30.00	Wire Transfer
W00666	10/10/2021	CABLE2	COMCAST CABLEVISION	67.50	Wire Transfer
W00667	10/10/2021	CABLE3	COMCAST CABLEVISION	45.00	Wire Transfer
W00668	10/10/2021	CABLE4	COMCAST CABLEVISION	105.00	Wire Transfer
W00669	10/10/2021	UHC	UNITED HEALTHCARE INS. CO.	210,800.61	Wire Transfer
W00670	10/17/2021	CABLE5	COMCAST CABLEVISION	67.50	Wire Transfer
W00671	10/17/2021	T3	T3 COMMUNICATIONS, INC.	4,766.26	Wire Transfer
W00672	10/20/2021	ENTERPR	ENTERPRISE FM TRUST	3,139.86	Wire Transfer
W00673	10/21/2021	LCU	LEE COUNTY UTILITIES	897.56	Wire Transfer
W00674	10/21/2021	VERIZON	VERIZON	1,859.09	Wire Transfer
W00675	10/21/2021	MICROSO	MICROSOFT CORPORATION	1,199.87	Wire Transfer
W00676	10/27/2021	TECO	TECO	51.18	Wire Transfer
W00677	10/29/2021	COLLIFE	COLONIAL LIFE PREMIUM PROCESSING	4,011.38	Wire Transfer
W00678	10/1/2021	LCPA	LEE COUNTY PROPERTY APPRAISER	35,168.28	Wire Transfer
W00679	10/31/2021	PITNEY	PITNEY BOWES PURCHASE POWER	100.00	Wire Transfer
W00680	10/13/2021	PITNEYB	PITNEY BOWES GLOBAL FINANCIAL SVCS LLC	159.00	Wire Transfer

Bank B Total: 633,890.61

Report Total: 633,890.61

BOARD MEETING AGENDA ITEM SUMMARY**Board Meeting Date:** _____**(Select All that Apply)**☐ **Decision Making Agenda Item**☐ **Discussion Purposes Only Agenda Item**☐ **Walk On Agenda Item****SUBJECT:****PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:****BACKGROUND/DETAIL OF AGENDA ITEM:****BUDGET IMPACT: Yes / No / Unknown – If Yes, how much? From where?****REQUESTED BOARD ACTION:**

SURPLUS ITEMS - NOVEMBER 2021

TAG NO.	DESCRIPTION	IN-SERVICE DATE	CONDITION	ESTIMATED VALUE > \$5,000?
00919	2010 Sutphen Custom Pumper (Former Squad #73)	9/30/2010	Good - Replaced in accordance with vehicle replacement schedule	Yes

Approved by: _____ **Date:** _____

**BOARD MEETING AGENDA ITEM SUMMARY**Board Meeting Date: 11/17/2021

(Select All that Apply)



Decision Making Agenda Item



Discussion Purposes Only Agenda Item



Walk On Agenda Item

SUBJECT:

Monthly Meeting Dates 2022

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 2022 are: January 19th, February 16th, March 16th, April 20th, May 18th, June 15th, July 20st, August 17th, September 21th, October 19th, November 16th, and December 14th.

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 2022 Calendar year either as proposed or as determined.



Iona-McGregor Fire District Executive Report

Executive Summary/ November 2021:

GENERAL:

- Please see the July-September quarterly update for the Strategic Plan attached.
- The Executive Assistant to the Fire Chief position was filled. We would like to introduce and welcome Sarah Lavicka. Cynthia will be working with Sarah over the next several commission meetings to transfer those responsibilities related to commission meeting agenda/minutes.
- As of November 1st, the following personnel assumed new roles:
 - Deputy Chief of Operations-Khalid Aquil
 - Deputy Chief of Administration/Accreditation-Joel Guzman
 - Division Chief of Fire Training and Special Operations-John Wisdom
 - Division Chief of EMS/Health & Safety-Diana Hernden
 - Division Chief of Logistics-Brian Crisman
- The Technical Advisor Program (TAP) personnel will be here December 7th-9th for their site study/visit. After their visit, they will produce a report of suggestions we will need to address prior to finalizing accreditation efforts.

OPERATIONS:

- Our Lieutenant promotional process concluded, and 2 new officers have been promoted (Lt. Fischer and Lt. Gonzalez). Additionally, 3 firefighters have been promoted to Engineer (Eng. Raden, Eng. Duval, and Eng. Dingle).
- We are working on a Battalion Chief process with the retirement of BC Ashman
 - BC Palijan has been temporarily assigned to A-shift
- Our probationary firefighters are adjusting well with just about 3 months of time at IMFD. We look forward to their continued progress.
- We had a MERT incident during the Roar Offshore races allowing some of our personnel to positively intervene. (DC Wisdom can share more).
- TRT members had a unique training opportunity at Shell Point to work on rope rescue methods, and we look forward to more similar training opportunities there.
- A few of our members attended training in Ft. Lauderdale in late September; and some of our personnel attended the Women in Fire Conference in Washington (DC Hernden can share more).
- We have less than 1 month remaining in hurricane season, but remain alert for late season storms.
- With Fall here, we anticipate our seasonal increase in call volume, however, there has already been a notable increase in out of state visitors during the summer months.

Logistics

- Logistics has met with Finance to go over the budget and PO processes.
- Fuel Master has completed their installation of the hardware and software. We are close to fully uploading the information needed to go online with the fueling system.
- Contacted SFEV to transition schedule needed repairs for apparatus
- Had SFEV complete repairs to T74 correcting power issue with aerial bucket.
- E79 is having the starter rebuilt.
- E75, E72 general repairs have been completed.
- Replaced 2 broken dishwashers for stations (73&74)
- Station Painting has been completed; Final walk around is schedule for this week.

Prevention/Pub Ed:

Date: September & October 2021

INSPECTION VOLUME:	341
VIOLATIONS CLEARED: past year to date	30
CPR / AED CLASSES:	6
CHILD PASSENGER SAFETY:	0
PUBLIC EDU. EVENT(S):	22
EAP PRESENTATIONS:	0
FIRE INVESTIGATIONS:	0

Supervisor's Summary:



- Finalized new 6-story, 195,000ft² medical facility @ Shell Point. Prevention personnel conducted in-building communication testing and Operations crews rotated through all three shifts familiarizing themselves with the structure.
- Also tested & finalized new in-building communications systems throughout Healthpark Hospital & Golisano Children's Hospital.
- 7 fire flow tests for upcoming new construction projects
- Inspector Cooper joined division full-time September 17th
- Great coverage provided by Megan and multiple news outlets for underground fire main break at Harbour Isles (sinking car)
- Fire Prevention Month visits allowed us to reach 1,543 children
- Collaborated with Lee County Sheriff's Office for Golisano Children's Hospital Event
- Hosted Blood Drive for Lee Health

Fire Training/Special Operations:

- Marine 70 at Roar Offshore Races with MERT group over 2 days (1 for tuning runs, 1 race day). A-Shift had a fantastic response to a medical emergency for one of the boat operators. Multiple overturned boats during race day that were mitigated by MERT group.
- Monthly (October) TRT Training occurred at A-Budget towing covering VMR with neighboring departments
- Squad 73 completed rope operations from new Larsen Medical Facility at Shell Point
- FL-TF6 members were recognized by the USAR Board of Directors for their deployment to Surfside
- Over 80 members rotated through the EVOC course at Word of Life Church over 3 days
- Acquired structure training on November 8th, 2021. A-shift rotated crews through home in Town and River primarily focused on search operations
- Monthly (November) TRT Training has begun. TRT members from IMFD, and local departments are rotating through Station 73 to drill on use of torch, various tools, and techniques for non-traditional rescue situations
- Members are currently participating in live fire training at BSFD Station 24 with the Co-op. Two members are serving as instructors and several crews are rotating through multiple live burn scenarios.
- Monthly dive training began this week covering SCUBA skills for all Dive Team members
- Module 1 evaluations began this week for 10 probationary employees hired in August.

EMS, Health and Safety

- 6 newly credentialed paramedics
- 2 paramedics in the credentialing process
- Flu and COVID-19 vaccines and boosters administered by DOH last week

Previous Month ▾

Oct 1, 2021 - Oct 31, 2021 ▾

47%

FIRE
Percentage of Total Incidents

53%

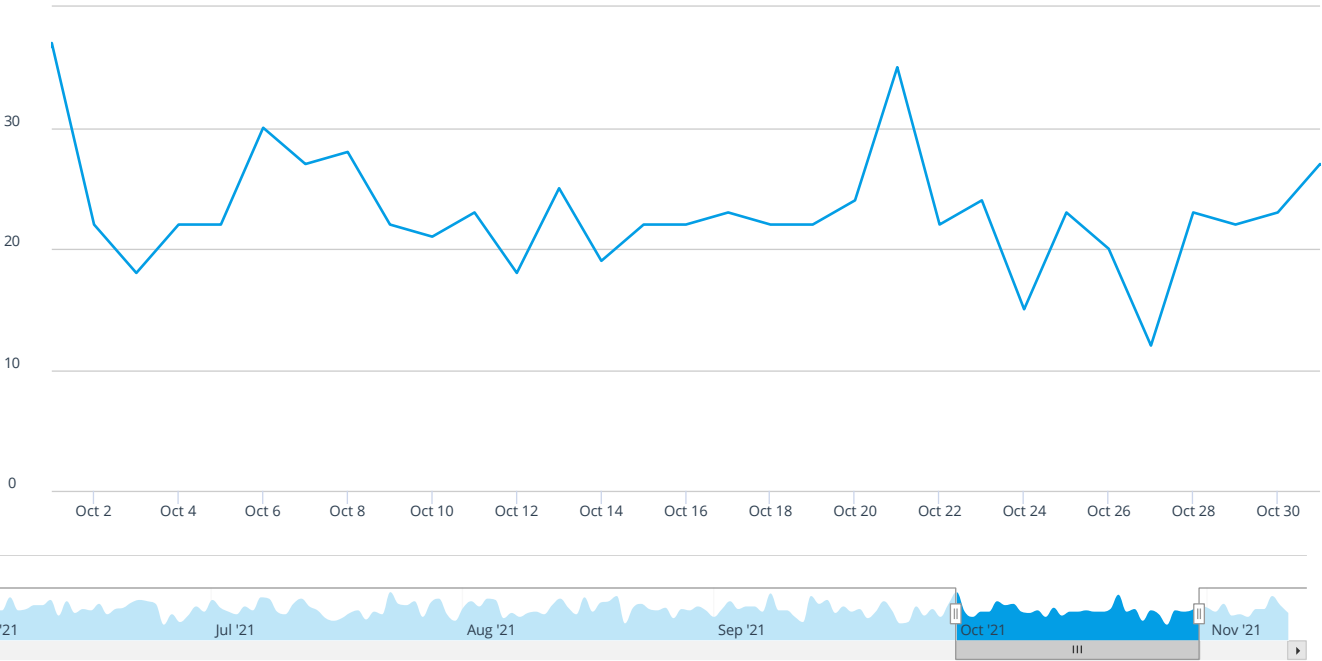
EMS
Percentage of Total Incidents

715

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	10/3/21	10/10/21	10/17/21	10/24/21	10/31/21	11/7/21	11/14/21	11/21/21	11/28/21	12/5/21	12/12/21	12/19/21	12/26/21	Total
(11) Structure Fire		1		1										2
(12) Fire in mobile property used as a fixed structure					1									1
(13) Mobile property (vehicle) fire				1										1
(30) Rescue, emergency medical call (EMS), other	2	4	6	4	4									20
(31) Medical assist	19	15	18	18	21									91
(32) Emergency medical service (EMS) incident	19	76	50	62	58									265
(35) Extrication, rescue	3	2	1											6
(40) Flammable gas or liquid condition, other			1											1
(41) Combustible/f... spills & leaks		1		1										2
(42) Chemical release, reaction, or toxic condition				1										1
(44) Electrical wiring/equipm.. problem		1	1		2									4
(46) Accident, potential accident		1												1
(50) Service call, other					1									1
(51) Person in distress					1									1

Week Ending	10/3/21	10/10/21	10/17/21	10/24/21	10/31/21	11/7/21	11/14/21	11/21/21	11/28/21	12/5/21	12/12/21	12/19/21	12/26/21	Total
(52) Water problem	1		1											2
(54) Animal problem or rescue		1												1
(55) Public service assistance	8	15	14	15	22									74
(57) Cover assignment, standby at fire station, move-up			1											1
(60) Good intent call, other			1											1
(61) Dispatched and canceled en route	19	37	50	40	30									176
(62) Wrong location, no emergency found				3										3
(65) Steam, other gas mistaken for smoke					1									1
(66) EMS call where party has been transported		2												2
(70) False alarm and false call, other			1	1	1									3
(71) Malicious, mischievous false alarm		1												1
(73) System or detector malfunction	3	9	1	4	3									20
(74) Unintentional system/detect... operation (no fire)	3	6	6	7	5									27
NULL				6										6
Total	77	172	152	164	150									715



IMFD STRATEGIC PLAN 2021-2026

QUARTERLY REPORT

JULY-SEPT 2021

Goal 1 Enhance internal communications to promote consistent messaging between all personnel.

Objective 1A Identify and remove barriers to communication to facilitate the development of policies and procedures.

Objective 1B Incorporate available technology to improve accessibility to information.

Objective 1C Evaluate meeting frequency and audience required to improve communication efficacy.

The focus thus far has been meeting schedules related to accreditation efforts. The following are some examples.

Strategic planning- There will be a quarterly meeting with the strategic planning group to discuss progress and priorities for next quarter. Quarterly update will be presented to the Board. Any input collected. Annual updates to SP will be made to keep the plan current. The annual update will include feedback and direction from the Board.

CRA-SOC- performance improvement and maintenance plan to keep document current is outlined in document. Identifies compliance team, responsibilities, meeting schedule, and reports.

We are evaluating further departmental meeting necessity including format, frequency, and audiences. This is being evaluated for future Chief transition.

Goal 2 Review personnel programs and resources to improve delivery to employees.

Objective 2A Improve information and access of departmental Behavioral Health Access Program (BHAP) to enhance and maintain personnel health.

Objective 2B Design and implement an employee evaluation program to support employee development.

To date, we have only evaluated one platform of employee evaluations. We intend to explore others and garner assistance through research.

We are mindful of “change fatigue” from the rapid pace of changes. Due to that fact, our goal of implementation is not an immediate priority. We will continue to monitor and plan for an implementation sometime after the organization adjusts to the organizational transition.

Other facets of employee development remain consistent such as our acting out of classification program and probationary evaluations (new hire or promotion).



IMFD STRATEGIC PLAN 2021-2026

QUARTERLY REPORT

JULY-SEPT 2021

Objective 2C

Obtain quality employees to match community expectations.

The Human Resource Director ensures that the District is in compliance with all local, state, and federal statutes and regulations pertaining to hiring practices. All testing is reviewed by HR to ensure the process of hiring is job-related and complies with all requirements including discrimination and equal opportunity statutes. Statutes and regulations are continually reviewed by the District's legal counsel. The District is an equal opportunity employer and maintains compliance with all laws through policies and administrative procedures.

Expectations for employees are based upon the values adopted through the strategic planning process (Pride, Diversity, Compassion and Professionalism). Interviews for new employees and promotional candidates are developed to assess the candidates alignment for the position and fit for the department based upon the adopted values.

These values are utilized to develop the components of the probationary expectations of new employees.

These processes are evaluated for effectiveness at each hiring.

Objective 2D

Design and implement a succession program to guide the IMFD's growth and development.

The District has a succession plan in place (Policy 5.4 Employee Handbook). This policy identifies the elements of the succession plan which includes the process to develop and maintain current job descriptions. Some of the elements included are:

Job descriptions- These documents include the educational and experience requirements for each position.

Educational support- The District has a proactive educational support program to encourage personnel to pursue and obtain the necessary requirements to take on added responsibility.

"Acting out of Classification"- Employees who have become eligible to work "out of class" have completed a credentialing workbook to ensure they are optimally prepared to work in that capacity.

Additionally, the self-assessment component of the accreditation process has developed into an invaluable tool to aide in succession. As personnel are moving into new positions, they now have a "playbook" which provides clarity in expectations based on the many performance indicators that relate to their responsibilities. We intend to utilize the self-assessment performance indicators as part of promotional processes moving forward.

Goal 3

Refine the public education and fire inspection programs to strengthen community relations.



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Objective 3A **Review current community programs to identify areas of improvement.**

Objective 3B **Analyze existing fire inspection and code enforcement processes to explore areas for improvement.**

Objective 3C **Review and revise external communication methods to better inform the community.**

- Currently working on including more information and links on the District website and social media geared towards the programs we offer the community (i.e. Fire Prevention, Falls Prevention, Cooking Safety, Fire Extinguisher Training, CPR/AED, car seats, etc.) Just began offering surveys for participants in our CPR classes. Continuing relationships with residential community coordinators.
- We are in the process of creating a new department mascot. We have decided it will be PJ the Panther. PJ will be the face of our public education messaging. The goal is the unveil this mascot at our Open House in January.
- As programs are developed based on community needs, the goal would be to develop a communication plan to inform the community about the program, similar to what we did with the Falls program, such as details, start date and benefits of the program. Will email new programs to community coordinators, announce on social media and explore options about getting into community newsletters. Evaluation forms will be added to most, if not all, of our programs. These processes will be continually reviewed.

Goal 4 **Develop a more comprehensive training program to better serve the evolving needs of our district.**

Objective 4A **Develop a standard mentorship program for the fire district to improve employee development.**

We have reviewed the mentoring program established by one successful entity, and will review other well structured programs. We have also received information provided by Tenzinga (private company) regarding mentorship program support. We will evaluate other programs with intent to place focus on new employee mentorship, and supported progressive development towards officership.

Objective 4B **Increase access to live fire training to enhance fireground proficiency.**



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A recent change at the fire marshal position has allowed a renewed focus on acquired structure training opportunities. We have increased efforts in finding opportunities, but realize not all will allow the extent of live fire involvement. Two local agencies are constructing training facilities, and two other live fire training venues exist within the county. We have continued to support live fire opportunities at conferences with renewed opportunities supported in the 2021-2022 budget. Polled interest has revealed numerous personnel are interest in live fire instructor certification.

Objective 4C	Develop a standard format for report writing to improve the quality of incident documentation.
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We have identified the need to create a more standardized format through random documentation review. The recent organizational restructuring, particularly division of EMS, Health & Safety from Training (Fire) & Special Operations, will support specific focus on documentation framework within their respective categories. An EMS focus group has been established and additional work groups will be created as needed. Moreover, we will refocus on policy and SOG updates in the latter part of 2021 as a concurrent need in support of this initiative.

Objective 4D	Expand focus on BLS training for all provider levels to improve patient outcomes.
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Goal 5	Further develop the district's physical resource management to better serve the needs of the personnel and community.
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Objective 5A	Improve district facilities to better meet the needs of emergency operations and service to the community.
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Objective 5B	Review District's equipment compatibility with neighboring departments in support of continuity of service delivery.
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We have created a template and are currently building the relevant IMFD equipment list. Next steps will be to communicate with and acquire information from our bordering districts to establish compatibility awareness. The focus areas are hose loads for engines, hose loads for aerials, ladder cache, extrication equipment, SCBAs, cardiac monitors, and RIT pack.

Objective 5C	Improve the district's information technology to better meet the needs of personnel and the community.
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Objective 5D	Revise data entry protocols into PSTRAX to improve asset management.
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Asset tracking in PSTRax has been initiated (Radios, Electronics, SCBAs). Will continue to add.

Goal 6	Refine organizational management to sustain the highest quality service to our community.
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Objective 6A **Review information systems to ensure production of usable data (e.g., ESO, Mobile Eyes, Aladtec, PSTRAx, etc.)**

Objective 6B **Evaluate existing policies and procedures to ensure they are accurate, necessary, and appropriately communicated.**

Despite some targeted policy and SOG updates, we intend to establish a structured cycle of review and ensure all documents are included in regular review. We intend to move forward with a document management system during the 2021-2022 fiscal year as a supportive measure. Additionally, the proposed system (PowerDMS) will provide a framework for organizational communication, review, and individual personnel acknowledgement of these documents. We have intentions of increased policy/document review beginning in the latter part of 2021.

Objective 6C **Implement a document management system to eliminate operational inconsistencies.**

We have budgeted for a document management system (Power DMS). This platform will track revision changes; allow a schedule for review to be implemented (which is an accreditation requirement); and will allow tracking of employee acknowledgement when providing policies. We will be transitioning over the next several months.

Goal 7 **Prepare for, pursue, achieve, and maintain international accreditation to better serve our community and embrace excellence.**

Objective 7A **Form team or committee structures with management components as needed to pursue and maintain accreditation.**

The accreditation team is composed of administrative staff including the Fire Chief, Deputy Fire Chief's, Division heads, CFO and HR.

Objective 7B **Develop a community-driven strategic plan.**

All of the following components of this objective have been completed. This report serves as the first quarter progress report.

- Hold an external stakeholder meeting where community members provide feedback on program priorities, service expectations, concerns, and strengths perceived about IMFD.
- Provide internal stakeholder work sessions to evaluate (and update if necessary) the mission, vision, and values; determine internal strengths and weaknesses, external opportunities, and threats.
- Establish critical issues and service gaps. Determine specific strategic initiatives.



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- Develop goals, objectives, critical tasks, and appropriate timelines, to include levels of measurability, to achieve over five years.
- Create a vision for the developed strategic plan.
- Publish and distribute the formal strategic plan to stakeholders as determined by the organization.

Objective 7C Implement the community-driven strategic plan.

This objective has effectively been met, however the implementation process is continual. Goals and objectives will be evaluated for continued validity, and if needed updated through the planning process in quarterly review.

Objective 7D Conduct a community hazards and risk assessment and publish a Community Risk Assessment - Standards of Cover document.

This objective has effectively been met. The Board adopted the CRA-SOC at last months meeting. The following components were completed as part of this process.

- Obtain instruction on hazard and risk assessment and standards of cover preparation.
- Perform community hazards and risk assessment.
- Evaluate historical community emergency response performance and coverage.
- Establish benchmark and baseline emergency response performance objectives.
- Establish and publish the Community Risk Assessment - Standards of Cover.
- Maintain and annually update the Standards of Cover document.

The future focus will now be on the annual update to this document.

Objective 7E Conduct and document a self-assessment of the district utilizing the CPSE/CFAI Fire and Emergency Services Self-Assessment Manual criteria.

We obtained instruction on writing to the 250 performance indicators contained in the self-assessment. This training was part of the Technical Advisor Program we have utilized through the accreditation preparation.

After that training, assignments were made for oversight of performance indicators. We have completed all initial writing and have some components in various stages of review prior to final completion.

Objective 7F Achieve agency accreditation by the CFAI.

We are gathering the documents to apply for “Candidate Agency” status with CFAI.



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*We do have the site visit of the TAP group in December. This serves as a “mock” site visit to prepare us for the real visit in the future. We will be provided a report after this mock visit with recommendations of what we should address prior to final application for accreditation.

Objective	Maintain accreditation with the CFAL.
7G	

We will address this upon initial accreditation.



IAFF Local 1826

Southwest Florida Professional Fire Fighters & Paramedics District 7 Monthly Report

Meeting Date:

General Information Update:



IAFF Local 1826

Southwest Florida Professional Fire Fighters & Paramedics District 25 Monthly Report

Meeting Date: 11/17/2021

General Information Update:

Nothing to report -

DVP Mascarelli