

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING AGENDA**

DATE: OCTOBER 19, 2022

6:00 P.M.

6061 SOUTH POINTE BOULEVARD

FORT MYERS, FL 33919

NOTE: THE BOARD MEETING IS BEING RECORDED AND ALL STATEMENTS MADE DURING THE BOARD MEETING ARE SUBJECT TO BEING MADE AVAILABLE TO OTHERS AS A PART OF THE BOARD MEETING PUBLIC RECORD.

NOTE: ALL PHONES AND ELECTRONIC DEVICES MUST BE PUT ON THE SILENT MODE PRIOR TO THE BEGINNING OF THE BOARD MEETING AND REMAIN ON SILENT MODE THROUGHOUT THE ENTIRE BOARD MEETING UNTIL ADJOURNMENT.

Meeting Called to Order at 6:00 pm

Roll Call of Commissioners: Commissioners Andersen, Louwers and Langford were all present. Commissioners Walker and Barbosa were absent excused.

Opening Prayer and Pledge of Allegiance

Recognitions

Adoption of Meeting Agenda, Including Amendments: Commissioner Andersen made a motion to adopt the meeting agenda with no amendments, with a second by Commissioner LangfordMotion carried.

Approval of Previous Board Meeting Minutes to include the following meetings:

[Budget Workshop Minutes August 31, 2022](#)

[Tentative Millage & Budget Hearing Minutes September 14, 2022](#)

[Final Millage & Budget Hearing Minutes September 21, 2022](#)

[Meeting Minutes September 21, 2022](#)

[Emergency Meeting Minutes October 7, 2022](#)

Commissioner Andersen made a motion to approve all of the minutes as presented, with a second by Commissioner LangfordMotion carried

Approval of Financial Report: Financial report was presented prior to the meeting, with no additional questions Commissioner Andersen made a motion to approve the financial report with a second by Commissioner LangfordMotion carried

Chief's Report: Chief Comer said that in addition to his report as presented he commended the organization on its exemplary performance, on many levels, during the hurricane and expressed his appreciation to the board for their support. Mitigation for stations 71 and 72 is under way. The district is working with FEMA to provide a trailer of some sort at station 72 so we can have an engine there. With no additional comments Commissioner Langford made a motion to approve the Chief's report as presented, with a second by Commissioner AndersenMotion carried

Attorney's Report: Attorney Pringle apologized for not bringing this up when Commissioner Andersen made the motion to adopt the agenda. He asked that the board, under the statute that governs the emergency meeting that was held October 7, 2022, that states that the board need to ratify the actions taken at the emergency meeting, at a regular meeting, and that should occur this evening. Commissioner Langford made a motion to amend the agenda to add the ratification of the board action taken on October 7, 2022 which was to [approve the selection of the vendors to perform emergency remediation o approve the selection of a vendor to perform emergency remediation and repair work of the District's fire station properties and improvements AND to authorize the Chief and Attorney Pringle to negotiate an Agreement for the work with the selected vendor(s) AND to authorize the Chief to execute the Agreement on behalf of the District] and [to authorize the Chief to make purchases and enter into agreements beyond his maximum spending authority to carry out district purposes during this declared state of emergency resulting from Hurricane Ian without further Board of Commissioner action]. With a second by Commissioner AndersenMotion carried. Attorney Pringle added that this would then become business agenda item #3

DVP Reports: nothing to report

Public Input on Business Agenda Items [Note: Prior to Board action being taken on each of the Business Agenda Items below, members of the public will have up to three (3) minutes per person to make public comment on each of the Business Agenda Items after the Commissioners have had their discussion.]

Business Agenda Items

1. Performance Review

Supporting Documents: MGT Proposal and BJM Proposal

- a. Discussion of agenda item

Chief presented agenda item per the agenda item summary. There was a brief discussion on the background of both proposals.

- b. Public input: no public input as no public present
- c. Board action

Commissioner Andersen made a motion to follow the Chief's recommendation to select BJM's proposal and for the Chief and Attorney to prepare the agreement and for Chief to execute, not to exceed \$62,500, with a second by Commissioner LangfordMotion carried

2. [Authorized Purchasing Policy](#)

Supporting Documents: [Authorized Purchasing](#)

- a. Discussion of agenda item

A draft revision of Authorized Purchasing Policy 1.1.1 was presented prior to the meeting. Changes proposed are in the dollar amounts defined in the four categories of purchases. Wording is also added to reflect the authorization of Chief to make Category Four purchases in the described times of emergency in lieu of the Board of Commissioners.

- b. Public input: no public input as no public present
- c. Board action

Commissioner Langford made a motion to adopt the revised authorized purchasing policy, with a second by Commissioner AndersenMotion carried.

3. Ratification of action taken by the board the from October 7, 2022 emergency meeting

- a. Discussion of agenda item

Attorney Pringle mentioned that per earlier in the meeting, the board needs to ratify the action taken during the emergency board meeting that was held on October 7, 2022. From the minutes the motions were very clear, so the board needs to ratify the action taken.

- b. Public input: no public input as no public present.
- c. Board action

Commissioner Langford made a motion to ratify the board action taken at the October 7, 2022 emergency meeting which was to [approve the selection of the vendors to perform emergency remediation o approve the selection of a vendor to perform emergency remediation and repair work of the District's fire station properties and improvements AND to authorize the Chief and Attorney Pringle to negotiate an Agreement for the work with the selected vendor(s) AND to authorize the Chief to execute the Agreement on behalf of the District] and [to authorize the Chief to make purchases and enter into agreements beyond his maximum spending authority to carry out

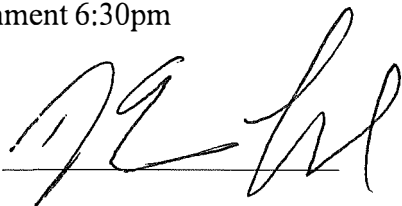
district purposes during this declared state of emergency resulting from Hurricane Ian without further Board of Commissioner action], with a second by Commissioner AndersenMotion carried.

Public Comments on Non-Business Agenda Items [Note: Any member of the public will have up to three (3) minutes to make public comments on any non-business agenda item topics.]

Commissioner Comments on Non-Business Agenda Items: Commissioner Andersen thanked all admin staff and all FF's, and all in the department, before, during and after Hurricane Ian in our community. You rose above all to take care of our community, honored by all you have done, and what we have done, for the community.

Amotion to adjourn was made by Commissioner Langford with a second by Commissioner LouwersMotion carried

Adjournment 6:30pm

Signed: 

Commissioner Langford, Secretary

APPROVED

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Month Ended October 31, 2022 (Unaudited)

Revenues	Original		Variance	
	Budget	Actual	\$	%
Cash Carry Forward	\$ 11,972,795			
Ad valorem taxes	24,781,228	\$ -	\$ (24,781,228)	0.00%
Permits, Fees & Special Assessments	50,000	-	(50,000)	0.00%
Intergovernmental	52,680	-	(52,680)	0.00%
Charges for services	51,500	1,395	(50,105)	2.71%
Interest Check/Demand Accounts	152,000	25,878	(126,122)	17.02%
Miscellaneous	41,211	109,163	67,952	264.89%
Proceeds from debt	-	-	-	N/A
Total Revenues	25,128,619	136,435	(24,992,184)	0.54%
Total revenues and cash carry forward	<u>37,101,414</u>			
Expenditures				
Personnel services				
Salaries	12,417,648	823,372	11,594,276	6.63%
Benefits	7,232,583	280,863	6,951,720	3.88%
Operating Expenditures				
Professional and contractual	1,332,586	49,160	1,283,426	3.69%
Travel	155,455	-	155,455	0.00%
Communications & freight	122,075	6,726	115,349	5.51%
Utilities, equipment rental, and insurance	318,150	72,923	245,227	22.92%
Repairs and maintenance	872,315	36,440	835,875	4.18%
Operational, small tools and equipment	642,581	7,735	634,846	1.20%
Fuel, supplies, and administrative	501,940	54,031	447,909	10.76%
Education and training	165,660	2,805	162,855	1.69%
Capital expenditures	606,250	-	606,250	0.00%
Debt service	-	-	-	N/A
Total Expenditures	24,367,243	1,334,056	23,033,187	5.47%
Revenues over/(under) expenditures	<u>761,376</u>	<u>\$ (1,197,620)</u>	<u>\$ (1,958,996)</u>	
Fund Balance/Cash Carry Forward	<u>12,734,171</u>			
Total expenditures and reserves	<u>\$ 37,101,414</u>			
		<u>OCTOBER</u>	<u>SEPTEMBER</u>	
Cash Balances				
BankUnited - Operating		<u>1,123,217</u>	<u>1,668,376</u>	
		<u>1,123,217</u>	<u>1,668,376</u>	
Investments				
General - SBA - Fund A		8,553,030	10,277,609	
BankUnited Money Market		<u>1,001,347</u>	<u>1,000,890</u>	
		<u>9,554,377</u>	<u>11,278,499</u>	
Total Cash and Investments		<u>\$ 10,677,594</u>	<u>\$ 12,946,875</u>	

Submitted for approval on November 16, 2022

Approved By: _____

(Signature)