

AGENDA

PARRISH FIRE DISTRICT

February 28, 2017 – 5:00 p.m.

1. Open meeting for the Parrish Fire District
2. Prayer and Pledge
3. Minutes of meeting January 24, 2017
4. Public Comment
5. Special Counsel report
6. Financial Report
7. Administration Report
8. Commissioners Report:

Commissioner Trompke
Commissioner Combee
Commissioner Chitty
Commissioner Webb

Chairman's Report
Commissioner Ramsey

<u>March</u>							<u>April</u>							<u>May</u>						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1			1	2	3	4	6	7
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31				
							30													

If any person desires to appeal any decision of the Fire Commission or of any other Board or Commission of the Fire District, that person will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105

The Parrish Fire District does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability status in employment or in provision of services. Disabled individuals may receive special accommodation in services on one working day's notice. F.S. 286.011 (6)

January 24, 2017

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, January 24, 2017, at 5:00 P.M. in the Commission Chamber.

Present were:	Sawyer L. Ramsey	Interim Chairman/Chairman
	Edward G. Chitty	Commissioner/Vice Chairman
	Kevin L. Webb	Commissioner
	Holly B. Combee	Commissioner
	Steven M. Trompke	Commissioner
	Michael G. Johnson	Fire Chief
	Wayne L. Ownbey	Asst. Chief

Interim Chairman Ramsey opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held November 22, 2016 were approved on a motion by Commissioner Webb, seconded by Commissioner Chitty and carried by a vote of 5-0.

Interim Chairman Ramsey called for public comment, there was none.

Interim Chairman Ramsey reminded the board members that commission officers needed to be elected for 2017. Commissioner Chitty made a motion for Commissioner Ramsey to serve as Chairman, seconded by Commissioner Trompke, and carried by a vote of 5-0. Commissioner Webb made a motion nominating Commissioner Chitty for Vice-Chairman, seconded by Commissioner Combee and carried by a vote of 5-0. Commissioner Combee made a motion to combine the Secretary and Treasurer officers into one position, seconded by Commissioner Trompke, and carried by a vote of 5-0. Commissioner Webb made a motion for Commissioner Combee to serve as Secretary/Treasurer, seconded by Commissioner Trompke, and carried by a vote of 5-0.

Chairman Ramsey advised appointments for 2017 to the Manatee County Fire Commissioners Association was necessary. Kevin Webb-Representative and Steve Trompke-Alternate will serve and were approved on a motion by Commissioner Chitty, seconded by Commissioner Combee, and carried by a vote of 5-0.

Financial reports for month ending November 30, 2016 and month ending December 31, 2016 were presented. Chief Johnson indicated that the general fund had received \$862,660.00 in revenue while expenditures have been minimal. The Impact Fee account has received \$20,000.00 for the year. The financial reports were approved on a motion by Commissioner Webb, seconded by Commissioner Combee and carried by a vote of 5-0.

In the administration report, Chief Johnson advised the Commissioners that Maggie Mooney-Portale had been obtained as Special Counsel to provide legal advice to the Commission during the Fire Chief selection process. Ms. Mooney-Portale will be at the February meeting to discuss the procedure and would be available to answer any questions from board members.

With no further business for the board, Commissioner Combee motioned to adjourn the meeting, seconded by Commissioner Webb and carried by a vote of 5-0. Meeting adjourned at 5:30 P.M.

CHAIRMAN

ATTEST:

SECRETARY

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – February 28, 2017

<u>AGENDA NUMBER</u>	<u>PAGE NUMBER</u>	
3	N/A	Minutes of January 24, 2017 <u>COMMISSION ACTION NECESSARY</u> Motion to approve minutes. Second. Vote
4	N/A	Public comment All citizens wishing to speak to the Commission on an agenda item or a future agenda item must complete a speaker card. A citizen, after being recognized by the Chairman, should come to the podium and, for the public record, state their name and address and state whether they are in favor of or against the agenda item they wish to address. The length of time each citizen may address the Board of Commissioners shall be limited to two (2) minutes.
5	N/A	Maggie Mooney-Portale, Special Counsel Fire Chief selection process <u>COMMISSION ACTION NECESSARY</u> Selection process discussion
6	1-2	Financial report – January 2017 <u>COMMISSION ACTION NECESSARY</u> Motion to approve/disapprove Financial Report Second, Vote
7	N/A	Administration Report <u>COMMISSION ACTION NECESSARY</u> None - Information Only

02/06/17

PARRISH FIRE DISTRICT
Commission Budget vs. Actual
October 2016 through January 2017

	<u>Oct '16 - Jan 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	1,133,445.28	1,244,195.00	-110,749.72
4210 · Interest Income	0.00	0.00	0.00
4310 · Miscellaneous Income	7,647.57	18,000.00	-10,352.43
4315 · Grant Revenue	0.00	5,000.00	-5,000.00
4410 · User's Fee	0.00	500.00	-500.00
Total Income	<u>1,141,092.85</u>	<u>1,267,695.00</u>	<u>-126,602.15</u>
Gross Profit	1,141,092.85	1,267,695.00	-126,602.15
Expense			
7100 · Salaries & Overtime	244,101.98	845,000.00	-600,898.02
7130 · 941 Taxes	18,680.90	64,700.00	-46,019.10
7150 · Employee Retirement	38,634.85	183,000.00	-144,365.15
7180 · Accounting & Bk Chgs	0.00	0.00	0.00
7190 · Capital Expenditures	1,716.50	20,000.00	-18,283.50
7210 · Commissioners' Honorarium	1,500.00	6,000.00	-4,500.00
7250 · Communications	1,679.95	6,000.00	-4,320.05
7270 · Dues & Licenses	1,215.60	5,500.00	-4,284.40
7310 · Fire Prevention	0.00	6,000.00	-6,000.00
7360 · Gas, Diesel & Oil	1,849.45	10,000.00	-8,150.55
7380 · Grant	0.00	5,000.00	-5,000.00
7410 · Insurance			
7411 · Dental	2,082.60	5,000.00	-2,917.40
7412 · Health	23,260.20	61,000.00	-37,739.80
7413 · Liability	24,589.41	38,000.00	-13,410.59
7414 · Workman's Comp.	15,954.82	28,000.00	-12,045.18
7410 · Insurance - Other	0.00	0.00	0.00
Total 7410 · Insurance	<u>65,887.03</u>	<u>132,000.00</u>	<u>-66,112.97</u>
7450 · Medical Supplies	1,156.59	3,500.00	-2,343.41
7460 · Medical Testing	0.00	1,500.00	-1,500.00
7510 · Miscellaneous Supplies	1,074.35	4,000.00	-2,925.65
7570 · Printing & Office	3,206.06	5,000.00	-1,793.94
7610 · Professional Services/Legal	8,120.00	22,000.00	-13,880.00
7620 · R & M-Equipment	2,868.08	6,000.00	-3,131.92
7630 · R & M-Radios	5,829.00	8,000.00	-2,171.00
7640 · R & M-Station	1,899.41	10,000.00	-8,100.59
7650 · R & M-Vehicles	2,829.83	16,000.00	-13,170.17
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	813.24	3,000.00	-2,186.76
7730 · Training & Education	1,159.32	9,000.00	-7,840.68
7740 · Travel	0.00	500.00	-500.00
7760 · Uniforms & Gear	1,063.91	13,000.00	-11,936.09
7810 · Utilities	3,218.25	11,000.00	-7,781.75
7850 · Volunteer P/R	0.00	5,000.00	-5,000.00
Total Expense	<u>408,504.30</u>	<u>1,401,200.00</u>	<u>-992,695.70</u>
Net Ordinary Income	<u>732,588.55</u>	<u>-133,505.00</u>	<u>866,093.55</u>
Net Income	<u><u>732,588.55</u></u>	<u><u>-133,505.00</u></u>	<u><u>866,093.55</u></u>

PARRISH FIRE DISTRICT-IFF
02/06/16 Commission Budget vs. Actual October 2016 through September 2017
October 2016 through January 2017

	<u>Oct '16 - Jan ...</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
5110 · Impact Fees Collected	38,503.70	100,000.00	-61,496.30
5210 · Interest IFF	0.00	0.00	0.00
5310 · Misc. Income	600.00	0.00	600.00
Total Income	<u>39,103.70</u>	<u>100,000.00</u>	<u>-60,896.30</u>
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00		
Total COGS	<u>0.00</u>		
Gross Profit	39,103.70	100,000.00	-60,896.30
Expense			
1160 · Pre Paid Expenses	0.00	0.00	0.00
66000 · Payroll Expenses	0.00		
9000 · Due other Funds	0.00		
9120 · Architect	0.00	0.00	0.00
9130 · Attorney	0.00	0.00	0.00
9140 · Bank charges	0.00	0.00	0.00
9210 · Loan	0.00	0.00	0.00
9250 · Loan Interest	0.00	0.00	0.00
9300 · Capital Expenditures	467.50	25,000.00	-24,532.50
9410 · Engineer	0.00	0.00	0.00
9470 · Refund of IFF	3,500.00	0.00	3,500.00
9480 · Station 2	0.00	0.00	0.00
Total Expense	<u>3,967.50</u>	<u>25,000.00</u>	<u>-21,032.50</u>
Net Income	<u><u>35,136.20</u></u>	<u><u>75,000.00</u></u>	<u><u>-39,863.80</u></u>