

AGENDA

PARRISH FIRE DISTRICT

October 25, 2022 – 6:00p.m.

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Minutes of meeting for September 27, 2022**
- 4. Minutes of Emergency meeting September 26, 2022**
- 5. Public Comment**
- 6. Appointment of Secretary / Treasurer**
- 7. Commission Seat 3 Opening**
- 8. Resolution 2022-06 – Budget Adjustments**
- 9. Financial Report**
- 10. Administration Report**

Commissioners Report:

**Commissioner Griesi
Commissioner Dirling
Commissioner Combee
Commissioner Webb**

Chairman's Report

Commissioner Chitty

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)

September 27, 2022

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, September 27, 2022, at 6:00 P.M. in the Commission Chamber.

Present were	Edward G. Chitty	Chairman by Zoom
	Kevin L. Webb	Vice-Chairman
	John Z. Griesi	Commissioner
	Jeff A. Dirling	Commissioner by Zoom
	Stacey S. Bailey	Fire Chief
Absent were	Holly B. Combee	Commissioner

Vice-Chairman Webb opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held August 23, 2022, were approved on a motion by Commissioner Chitty, seconded by Commissioner Griesi and carried by a vote of 4-0.

Vice-Chairman Webb called for public comment, there was no one signed up to speak to the board.

Vice-Chairman Webb opened the public hearing to hear tax appeals from property owners with respect to the method of calculation or the amount levied against a parcel of land within the district. 0 people signed up to speak. Commissioner Griesi made a motion to close the public hearing, seconded by Commissioner Dirling and carried by a vote of 4-0.

Chairman Chitty presented Resolution 2022-04; "Appeals Hearing" and was approved on a motion by Commissioner Griesi, seconded by Commissioner Chitty and carried by a vote of 4-0.

Chief Bailey presented the financial report for month ending August 31, 2022. Chief Bailey indicated we collected an additional \$133,039.74; all other expenses have been held off unless an emergency until next fiscal year. Impact Fee we have collected \$732,503.63 as of this fiscal year. Commissioner Griesi made a motion to approve the Financial Report for August 31, 2022, seconded by Commissioner Chitty and carried by a vote of 4-0.

In the administration report, Chief Bailey had a few items he reported on.

Vice-Chairman Webb called for Commissioners comments –

Commissioner Griesi – Just thankful for everyone's hard work that's being done around here, and thank you to everyone for hurricane prep

Commissioner Dirling – Everyone stay safe

Commissioner Webb – Everyone stay safe

Chairman Chitty – Everyone stay safe & thanked everyone for all the hard work being done.

With no further business for the Board, Commissioner Griesi motioned to adjourn the meeting, seconded by Commissioner Chitty, and carried by a vote of 4-0. Meeting adjourned at 6:18 P.M.

CHAIRMAN

ATTEST:

SECRETARY

September 26, 2022

The Board of Commissioners of the Parrish Fire District met in emergency session on Monday, September 26, 2022, at 12:30 P.M. in the Commission Chamber.

Present were	Kevin L. Webb	Vice-Chairman
	John Z. Griesi	Commissioner
	Jeff A. Dirling	Commissioner joined by Zoom
	Stacey S. Bailey	Fire Chief

Absent were	Edward G. Chitty	Chairman
	Holly B. Combee	Commissioner

Vice-Chairman Webb opened the emergency meeting of the Parrish Fire Commission.

Chief Bailey advised the board of the necessity of declaring an emergency for the Parrish Fire District and adopting a resolution giving the Fire Chief certain authority during the state of emergency.

RESOLUTION NO. 2022-05

STATE OF EMERGENCY DECLARATION

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF THE PARRISH FIRE DISTRICT OF MANATEE COUNTY, FLORIDA, DECLARING A STATE OF EMERGENCY, AUTHORIZING EMERGENCY POWERS TO THE FIRE CHIEF, AND PROVIDING AN EFFECTIVE DATE.

A motion was made by Commissioner Griesi to approve Resolution No. 2022-05, seconded by Commissioner Dirling, and carried by a vote of 3-0.

Commissioner Griesi motioned to adjourn the emergency meeting, seconded by Commissioner Dirling, and carried by a vote of 3-0. Meeting adjourned at 12:40 pm.

CHAIRMAN

ATTEST:

SECRETARY

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – October 25, 2022

<u>AGENDA NUMBER</u>	<u>PAGE NUMBER</u>	
3	N/A	Minutes of September 27, 2022 <u>COMMISSION ACTION NECESSARY</u> Motion to approve minutes. Second. Vote
4	N/A	Minutes of Emergency Meeting on September 26, 2022 Due to Hurricane Ian <u>COMMISSION ACTION NECESSARY</u> Motion to approve minutes. Second. Vote
5	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.
6	N/A	Appointment of Secretary / Treasurer position on Board of Fire Commissioners. With Commissioner Combee out of town, the board needs to Appoint a new Secretary / Treasurer until new positions are voted Upon in the November meeting. <u>COMMISSION ACTION NECESSARY</u> Motion to approve or disapprove new Secretary / Treasurer Second. Vote
7	N/A	Commission Seat 3 Opening Direct Chief / Staff to start the application process to fill seat 3 on the board of Fire Commissioners. Advertising for Resumes and sorting through to give to Commissioners at November 22 nd 2022 meeting. <u>COMMISSION ACTION NECESSARY</u> Informational Only

- 8 1 **Resolution 2022-06 - Budget Adjustments for Fiscal Year 2021/22**
Appropriation of funds to balance out categories that have overages.
- COMMISSION ACTION NECESSARY
Motion to approve or disapprove Resolution 2022-06 Budget Adjustments. Second. Vote
- 9 2-3 **Financial Report – September 2022**
- COMMISSION ACTION NECESSARY
**Motion to approve/disapprove Financial Report
Second. Vote.**
- 10 N/A **Administration Report**
- COMMISSION ACTION NECESSARY
None – Information Only
- 11 N/A **Commissioners Report**
- Commissioner Griesi
Commissioner Dirling
Commissioner Combee
Commissioner Webb
- Chairman Chitty

The Next Commission Meeting is November 22, 2022 @ 6:00pm.

RESOLUTION NO. 2022-06

A RESOLUTION OF THE PARRISH FIRE DISTRICT ADOPTING AMENDMENTS TO THE 2021/22 FISCAL YEAR BUDGET

WHEREAS, the Parrish Fire District had previously approved Resolution No. 2021-03 adopting the 2021/22 fiscal year budget.

WHEREAS, in accordance with Chapter 189.418(6)(c) F.S. all amendments to the budget must be adopted by resolution.

\$4,891.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7250 Communications – Reserve Responder emails, Active 911.

\$4,957.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7270 Dues & Licenses – Honor Guard

\$14,480.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7360 Gas, Diesel, & Oil – Cost of fuel increase, more driver training on all trucks and increase of Fleet vehicles

\$35,322.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7410 Insurance / 7412 Health & 7414 Workman's Comp – 3 new employees'

\$1,636.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within R & M Radios – Contracts

\$1,509.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7650 R & M Vehicles – Replacement of tires due to mileage.

\$3,507.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7710 Fire Equipment & tools – Foam change out

NOW THEREFORE BE IT RESOLVED that the Board of Fire Commissioners adopts these amendments to the 2021/22 fiscal year budget.

ADOPTED this 25th day of October 2022, upon motion in regular session.

Chairman

ATTEST:

Secretary

PARRISH FIRE DISTRICT

Budget vs. Actual

October 2021 through September 2022

	Oct '21 - Sep 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	2,758,425.98	2,625,255.14	133,170.84
4310 · Miscellaneous Income	111,363.80	20,000.00	91,363.80
4315 · Grant Revenue	5,000.00		
4410 · User's Fee	9,050.63	4,000.00	5,050.63
Total Income	2,883,840.41	2,649,255.14	234,585.27
Gross Profit	2,883,840.41	2,649,255.14	234,585.27
Expense			
7100 · Salaries & Overtime	1,485,928.19	1,594,119.19	-108,191.00
7130 · 941 Taxes	114,167.55	121,950.12	-7,782.57
7150 · Employee Retirement	344,586.67	362,422.12	-17,835.45
7180 · Accounting & Bk Chgs	154.21		
7190 · Capital Expenditures	47,288.74	70,000.00	-22,711.26
7192 · Debt Service Engine	29,992.09	30,000.00	-7.91
7210 · Commissioners' Honorarium	6,000.00	6,000.00	0.00
7250 · Communications	14,890.32	10,000.00	4,890.32
7270 · Dues & Licenses	10,956.45	6,000.00	4,956.45
7310 · Fire Prevention	3,314.18	6,000.00	-2,685.82
7360 · Gas, Diesel & Oil	25,479.66	11,000.00	14,479.66
7410 · Insurance			
7411 · Dental	5,790.40	6,500.00	-709.60
7412 · Health	162,484.97	147,000.00	15,484.97
7413 · Liability	44,735.10	44,000.00	735.10
7414 · Workman's Comp.	51,836.03	32,000.00	19,836.03
Total 7410 · Insurance	264,846.50	229,500.00	35,346.50
7450 · Medical Supplies	2,908.77	5,500.00	-2,591.23
7460 · Medical Testing	4,740.00	12,000.00	-7,260.00
7500 · Household Supplies	2,561.80	3,000.00	-438.20
7510 · Miscellaneous Supplies	2,150.57	5,000.00	-2,849.43
7570 · Printing & Office	5,425.77	5,000.00	425.77
7610 · Professional Services/Legal	23,309.50	35,000.00	-11,690.50
7620 · R & M-Equipment	7,798.52	9,000.00	-1,201.48
7630 · R & M-Radios	10,635.12	9,000.00	1,635.12
7640 · R & M-Station	7,066.70	10,000.00	-2,933.30
7650 · R & M-Vehicles	19,508.55	18,000.00	1,508.55
7680 · Reconciliation Discrepancies	0.02		
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	7,506.33	4,000.00	3,506.33
7730 · Training & Education	8,751.99	9,000.00	-248.01
7740 · Travel	6.50	500.00	-493.50
7760 · Uniforms & Gear	8,980.96	10,000.00	-1,019.04
7810 · Utilities	12,136.50	14,000.00	-1,863.50
Total Expense	2,471,092.16	2,596,491.43	-125,399.27
Net Ordinary Income	412,748.25	52,763.71	359,984.54
Other Income/Expense			
Other Income			
1070 · Debt Sinking Fund Station 2	500,000.00		
9501 · Proceed from LTD-Station 2	7,300,000.00		
Total Other Income	7,800,000.00		
Other Expense			
7195 · Station 2 Capital Expenditures	2,788,625.20		
9599 · Cost of Issuance-Station 2	24,215.22		
Total Other Expense	2,812,840.42		
Net Other Income	4,987,159.58		
Net Income	5,399,907.83	52,763.71	5,347,144.12

PARRISH FIRE DISTRICT-IFF
Budget vs. Actual
 October 2021 through September 2022

	<u>Oct '21 - Sep 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
5110 · Impact Fees Collected	766,166.98	475,000.00	291,166.98
5210 · Interest IFF	0.00		
5310 · Misc. Income	12,841.64	0.00	12,841.64
Total Income	<u>779,008.62</u>	<u>475,000.00</u>	<u>304,008.62</u>
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00		
Total COGS	<u>0.00</u>		
Gross Profit	<u>779,008.62</u>	<u>475,000.00</u>	<u>304,008.62</u>
Expense			
1160 · Pre Paid Expenses	0.00		
66000 · Payroll Expenses	0.00		
9000 · Due other Funds	0.00		
9120 · Architect	0.00		
9130 · Attorney	3,669.54	10,000.00	-6,330.46
9140 · Bank charges	0.00		
9210 · Loan	0.00		
9250 · Loan Interest	0.00		
9300 · Capital Expenditures	426,557.67	265,000.00	161,557.67
9410 · Engineer	0.00		
9470 · Refund of IFF	1,244.00		
9480 · Station 2	226,776.01	200,000.00	26,776.01
Total Expense	<u>658,247.22</u>	<u>475,000.00</u>	<u>183,247.22</u>
Net Ordinary Income	<u>120,761.40</u>	<u>0.00</u>	<u>120,761.40</u>
Other Income/Expense			
Other Income	0.00	0.00	0.00
Other Expense			
9200 · Transfer Out of Impact	500,000.00		
Total Other Expense	<u>500,000.00</u>		
Net Other Income	<u>-500,000.00</u>	<u>0.00</u>	<u>-500,000.00</u>
Net Income	<u><u>-379,238.60</u></u>	<u><u>0.00</u></u>	<u><u>-379,238.60</u></u>