

AGENDA

PARRISH FIRE DISTRICT

September 22, 2020 – 7:00p.m.

1. Open meeting for the Parrish Fire District
2. Prayer and Pledge
3. Minutes of meeting for August 25, 2020
4. Public Comment
5. Contract with Willis Smith Construction Manager
6. Public Hearing for Fire Assessments Appeals
7. Resolution 2020-07 – Fire Assessments Appeals
8. Financial Report
9. Administration Report

Commissioners Report:

**Commissioner Dirling
Commissioner Trompke
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)*

August 25, 2020

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, August 25, 2020, at 7:00 P.M. in the Commission Chamber.

Present were	Edward G. Chitty	Chairman
	Kevin L. Webb	Vice-Chairman
	Holly B. Combee	Commissioner
	Steven M. Trompke	Commissioner
	Stacey S. Bailey	Fire Chief
	Wayne L. Ownbey	Asst. Chief
Absent was	Jeff A. Dirling	Commissioner

Chairman Chitty opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held July 28, 2020 for the General Meeting were approved on a motion by Commissioner Webb, seconded by Commissioner Trompke, and carried by a vote of 4-0.

The minutes of the previous meeting held July 28, 2020 for the Shade Meeting were approved on a motion by Commissioner Webb, seconded by Commissioner Combee, and carried by a vote of 4-0.

The minutes of the previous meeting held August 4, 2020 for the special meeting for Interviews for Construction Manager for Station 2 were approved on a motion by Commissioner Combee, seconded by Commissioner Trompke, and carried by a vote of 4-0.

Chairman Chitty called for public comment. No one present to speak.

Chief Bailey presented the budget for Fiscal year 2020 showing the information that was given from the Commissioners in the July 2020 meeting. After much discussion Commissioner Webb made a motion to approve the 2.265% budget, seconded by Commissioner Trompke and carried by a vote of 3-1, Commissioner Combee voting no.

Chief Bailey advised that the board needs to approve Resolution 2020-06 which is approving the 2020-21 Fiscal Budget, Commissioner Combee made a motion to approve Resolution 2020-06, seconded by Commissioner Webb and carried by a vote of 4-0.

Chief Bailey advised the Board of Fire Commissioners that they need to establish a date for a public hearing to hear any assessment appeals regarding property owners, the date suggested was September 22, 2020. Commissioner Webb made a motion to set the date for September 22, 2020 seconded by Commissioner Combee and carried by a vote of 4-0.

Chief Bailey gave information on Station 2, the contract with Willis Smith is with the attorney for review and we will have it for approval for the September meeting.

The financial report for month ending July 2020 was presented. Chief Bailey indicated that we have received \$15,331.00 over the budgeted amount in the General Fund. Impact fee revenue is currently at \$301,689.00. The financial report was approved on a motion by Commissioner Combee, seconded by Commissioner Trompke and carried by a vote of 4-0.

In the administration report, Chief Bailey had several items that he reported to the board on.

Chairman Chitty called for Commissioners reports, Commissioner Trompke thanked everyone for all the hard work being done. Commissioner Webb, Commissioner Combee and Commissioner Chitty said the same thing as Commissioner Trompke.

Commissioner Combee motioned to adjourn the meeting, seconded by Commissioner Trompke, and carried by a vote of 4-0. Meeting adjourned at 8:05 P.M.

CHAIRMAN

ATTEST:

SECRETARY

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – September 22, 2020

**AGENDA
NUMBER**

**PAGE
NUMBER**

3

N/A

Minutes of August 25, 2020

COMMISSION ACTION NECESSARY

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

insert

Contract with Willis Smith for Construction Manager for Station 2

COMMISSION ACTION NECESSARY

**Motion to approve/disapprove contract with Willis Smith
Second. Vote.**

6

N/A

Public Hearing for Fire Assessments appeals

CHAIRMAN ACTION NECESSARY

**Open public hearing to hear appeals on fire
assessments**

Public comment

COMMISSION ACTION NECESSARY

Motion to close public hearing. Second. Vote

7 1 Resolution 2020-07
A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PARRISH FIRE DISTRICT TO HEAR FIRE
ASSESSMENT APPEALS FROM PROPERTY OWNERS

COMMISSION ACTION NECESSARY

**Motion to approve/disapprove Resolution 2020-07.
Second. Vote**

8 2-3 Financial Report – August 31, 2020

COMMISSION ACTION NECESSARY

**Motion to approve/disapprove Financial Report
Second. Vote.**

9 **Insert** Administration Report

COMMISSION ACTION NECESSARY

None – Information Only

**RESOLUTION NO. 2020-07
APPEALS HEARING**

WHEREAS, THE PARRISH FIRE DISTRICT, in accordance with the provisions of Section 5, Chapter 2004-400, as amended, must review, adjust, correct and certify the fire assessment levied against every parcel of property within the District; and,

WHEREAS, the Board of Fire Commissioners did adopt Resolution No. 2020-03 on April 28, 2020 specifying the rate of assessment to be applied to all taxable property for the 2020 tax year; and

WHEREAS, the District has received from the Manatee County Property Appraiser a fire assessment roll for the 2020 tax year and subsequently checked it and noted any necessary corrections and/or adjustments; and,

WHEREAS, a properly advertised public hearing was held on September 22, 2020; to hear appeals from any property owner in the District with respect to the method of calculation or the amount of fire assessment levied against a parcel of land within the District;

NOW THEREFORE BE IT RESOLVED that the Board of Fire Commissioners of the PARRISH FIRE DISTRICT did receive and consider the following fire assessment appeals and have notified all parties in writing of the reasons for granting or denying each.

<u>PARCEL NO.</u>	<u>OWNER</u>	<u>FIRE ASSESSMENT</u>	
		<u>CURRENT</u>	<u>ADJUSTED</u>

BE IT FURTHER RESOLVED that the Board of Fire Commissioners, with the adjustments contained herein, hereby certifies the fire assessment levy for each parcel of property within the PARRISH FIRE DISTRICT and hereby directs the Manatee County Property Appraiser to place such fire assessment levies on the 2019 Manatee County tax roll.

Adopted this 22nd day of September 2020, on motion at a regular scheduled meeting.

CHAIRMAN

ATTEST:

SECRETARY

PARRISH FIRE DISTRICT
Budget vs. Actual
October 2019 through August 2020

	<u>Oct '19 - Aug ...</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	1,662,904.17	1,647,377.00	15,527.17
4210 · Interest Income	578.05	0.00	578.05
4310 · Miscellaneous Income	36,234.64	23,300.00	12,934.64
4315 · Grant Revenue	4,288.00	0.00	4,288.00
4320 · FEMA	31,173.04	21,000.00	10,173.04
4410 · User's Fee	5,287.69	2,000.00	3,287.69
Total Income	<u>1,740,465.59</u>	<u>1,693,677.00</u>	<u>46,788.59</u>
Gross Profit	1,740,465.59	1,693,677.00	46,788.59
Expense			
7100 · Salaries & Overtime	1,064,790.39	1,184,390.00	-119,599.61
7102 · FF Supp.	0.00	0.00	0.00
7130 · 941 Taxes	79,641.52	91,000.00	-11,358.48
7150 · Employee Retirement	246,488.98	301,000.00	-54,511.02
7180 · Accounting & Bk Chgs	-75.21	0.00	-75.21
7190 · Capital Expenditures	133,868.04	138,000.00	-4,131.96
7210 · Commissioners' Honorar...	4,500.00	6,000.00	-1,500.00
7250 · Communications	12,203.82	8,000.00	4,203.82
7270 · Dues & Licenses	8,516.73	6,000.00	2,516.73
7310 · Fire Prevention	788.64	5,000.00	-4,211.36
7360 · Gas, Diesel & Oil	9,194.28	10,000.00	-805.72
7410 · Insurance			
7411 · Dental	5,295.43	5,200.00	95.43
7412 · Health	113,031.31	127,200.00	-14,168.69
7413 · Liability	39,233.56	40,000.00	-766.44
7414 · Workman's Comp.	36,407.00	32,000.00	4,407.00
7410 · Insurance - Other	0.00	0.00	0.00
Total 7410 · Insurance	<u>193,967.30</u>	<u>204,400.00</u>	<u>-10,432.70</u>
7450 · Medical Supplies	6,472.36	4,000.00	2,472.36
7460 · Medical Testing	3,530.00	6,000.00	-2,470.00
7500 · Household Supplies	3,265.29	2,500.00	765.29
7510 · Miscellaneous Supplies	2,489.35	2,000.00	489.35
7570 · Printing & Office	3,319.19	4,000.00	-680.81
7610 · Professional Services/Le...	28,543.55	30,000.00	-1,456.45
7620 · R & M-Equipment	17,867.00	12,000.00	5,867.00
7630 · R & M-Radios	952.56	8,000.00	-7,047.44
7640 · R & M-Station	8,675.17	10,000.00	-1,324.83
7650 · R & M-Vehicles	16,372.22	18,000.00	-1,627.78
7690 · Refund	382.82	500.00	-117.18
7710 · Fire Equipment & Tools	2,455.29	9,000.00	-6,544.71
7730 · Training & Education	7,483.17	10,000.00	-2,516.83
7740 · Travel	684.75	500.00	184.75
7760 · Uniforms & Gear	11,594.84	10,000.00	1,594.84
7810 · Utilities	9,530.62	14,000.00	-4,469.38
7850 · Volunteer P/R	0.00	3,000.00	-3,000.00
Total Expense	<u>1,877,502.67</u>	<u>2,097,290.00</u>	<u>-219,787.33</u>
Net Ordinary Income	<u>-137,037.08</u>	<u>-403,613.00</u>	<u>266,575.92</u>
Net Income	<u><u>-137,037.08</u></u>	<u><u>-403,613.00</u></u>	<u><u>266,575.92</u></u>

PARRISH FIRE DISTRICT-IFF

Budget vs. Actual

Accrual Basis

October 2019 through August 2020

	<u>Oct '19 - Aug 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
5110 · Impact Fees Collected	298,067.00	150,000.00	148,067.00
5210 · Interest IFF	0.00		
5310 · Misc. Income	0.00		
	<hr/>	<hr/>	<hr/>
Total Income	298,067.00	150,000.00	148,067.00
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00		
	<hr/>	<hr/>	<hr/>
Total COGS	0.00		
	<hr/>	<hr/>	<hr/>
Gross Profit	298,067.00	150,000.00	148,067.00
Expense			
1160 · Pre Paid Expenses	0.00		
66000 · Payroll Expenses	0.00		
9000 · Due other Funds	0.00		
9120 · Architect	0.00		
9130 · Attorney	3,814.74	10,000.00	-6,185.26
9140 · Bank charges	0.00		
9210 · Loan	0.00		
9250 · Loan Interest	0.00		
9300 · Capital Expenditures	96,039.60	335,000.00	-238,960.40
9410 · Engineer	0.00		
9470 · Refund of IFF	0.00		
9480 · Station 2	7,734.38		
	<hr/>	<hr/>	<hr/>
Total Expense	107,588.72	345,000.00	-237,411.28
	<hr/>	<hr/>	<hr/>
Net Income	190,478.28	-195,000.00	385,478.28