

AGENDA

PARRISH FIRE DISTRICT

January 26, 2021 – 6:30 p.m.

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Minutes of meeting November 24, 2020**
- 4. Public Comment**
- 5. Presentation by SchenkelShultz**
- 6. Financial Reports**
- 7. Administration Report**
- 8. 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)

November 24, 2020

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, November 24, 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
	Jeff A. Dirling	Commissioner
	John Z. Griesi	Commissioner
	Stacey S. Bailey	Fire Chief
	Wayne L. Ownbey	Asst. Chief

Chairman Chitty opened the meeting of the Parrish Fire Commission.

John Z. Griesi was sworn in as a Fire Commissioner Seat 4!

The minutes of the previous meeting held October 27, 2020 were approved on a motion by Commissioner Webb, seconded by Commissioner Dirling and carried by a vote of 5-0.

Chairman Chitty called for public comment, there was none.

Chairman Chitty opened the public hearing for The Fire Prevention Ordinance No.4. An Ordinance of the Parrish Fire District adopting a fire prevention code of the Parrish Fire District; Establishing the Bureau of Fire Prevention and Inspection; Establishing rules and regulations for fire prevention and safety; providing a penalty for failure to comply with said regulations; providing a tax incentive for buildings and structures with complete internal fire suppression facilities; repealing ordinance #3; no one was present to speak. Commissioner Dirling made a motion to close the public hearing, seconded by Commissioner Combee, and carried by a vote of 5-0. A motion was made by Commissioner Dirling approving Fire Prevention Ordinance No.4, seconded by Commissioner Webb, and carried by a vote of 5-0.

Chairman Chitty advised the board members that commission officers needed to be elected for 2021-2023. Commissioner Dirling made a motion to keep Commissioner Chitty as Chairman, seconded by Commissioner Webb, and carried by a vote of 5-0. Commissioner Dirling made a motion to keep Commissioner Webb as Vice-Chairman, seconded by Commissioner Combee, and carried by a vote of 5-0. Commissioner Webb made a motion to keep Commissioner Combee as Secretary/Treasurer, seconded by Commissioner Dirling, and carried by a vote of 5-0.

Chairman Chitty advised appointments for 2021 to the Manatee County Fire Commissioners Association was necessary. Commissioner Webb made a motion for Commissioner Dirling as the-Representative, seconded by Commissioner Combee and carried by a vote of 5-0. Commissioner Dirling made a motion for Commissioner Griesi as the Alternate, seconded by Commissioner Webb, and carried by a vote of 5-0.

Chairman Chitty brought up the next years Commission Meeting dates, if anyone wanted to change anything now was the time to do it. The time of the meeting was discussed about changing it to 6:30pm. Commissioner Dirling made a motion to change the meeting times to 6:30pm, seconded by Commissioner Griesi, and carried by a vote of 5-0.

Financial report for month ending October 2020 was presented. Chief Bailey indicated that the general fund hasn't received anything in revenue, with expenses be at a minimum. The Impact Fee account has received \$58,000.00 but it does not show on the financial due to not receiving the check yet. The financial reports were approved on a motion by Commissioner Combee, seconded by Commissioner Dirling and carried by a vote of 5-0.

In the Commissioners reports

Commissioner Griesi – just thanked everyone for allowing him to come on & looks forward to building the department up.

Commissioner Dirling – Congratulations on the approval of \$80.00 for Fire.

Commissioner Webb – Had nothing

Commissioner Combee – Thanked Chief Bailey and staff for all the hard work being done & welcomed Commissioner Griesi on board.

Commissioner Chitty – Thanked Chief Bailey and staff for all their hard work & also welcomed Commissioner Griesi aboard.

With no further business for the board, Commissioner Combee motioned to adjourn the meeting, seconded by Commissioner Dirling and carried by a vote of 5-0. Meeting adjourned at 7:40 pm.

CHAIRMAN

ATTEST:

SECRETARY

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – January 26, 2021

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3 **N/A** **Minutes of November 24, 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 **N/A** **Presentation by SchenkelShultz on station 2**
Conceptual design of property and training tower.

COMMISSION ACTION NECESSARY
Motion to approve/disapprove Conceptual design.
Second, Vote.

6 **1-4** **Financial Reports**

November & December 2020

COMMISSION ACTION NECESSARY
Motion to Approve/disapprove Financial reports
Second, Vote

7 **N/A** **Administration Report**

COMMISSION ACTION NECESSARY
None - Information Only

PARRISH FIRE DISTRICT
Budget vs. Actual
 October through November 2020

	Oct - Nov 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	27,202.71	1,850,133.00	-1,822,930.29
4310 · Miscellaneous Income	1,525.00	23,300.00	-21,775.00
4315 · Grant Revenue	0.00	0.00	0.00
4410 · User's Fee	865.25	4,000.00	-3,134.75
Total Income	29,592.96	1,877,433.00	-1,847,840.04
Gross Profit	29,592.96	1,877,433.00	-1,847,840.04
Expense			
7100 · Salaries & Overtime	213,968.06	1,277,822.00	-1,063,853.94
7130 · 941 Taxes	15,662.94	94,500.00	-78,837.06
7150 · Employee Retirement	50,849.62	294,800.00	-243,950.38
7180 · Accounting & Bk Chgs	18.78	0.00	18.78
7190 · Capital Expenditures	0.00	70,000.00	-70,000.00
7210 · Commissioners' Honorarium	0.00	6,000.00	-6,000.00
7250 · Communications	1,902.97	8,000.00	-6,097.03
7270 · Dues & Licenses	2,093.87	5,500.00	-3,406.13
7310 · Fire Prevention	1,503.27	6,000.00	-4,496.73
7360 · Gas, Diesel & Oil	943.69	10,000.00	-9,056.31
7410 · Insurance			
7411 · Dental	876.80	6,000.00	-5,123.20
7412 · Health	13,457.72	127,000.00	-113,542.28
7413 · Liability	21,412.46	40,000.00	-18,587.54
7414 · Workman's Comp.	13,731.25	31,000.00	-17,268.75
Total 7410 · Insurance	49,478.23	204,000.00	-154,521.77
7450 · Medical Supplies	401.79	4,000.00	-3,598.21
7460 · Medical Testing	5,530.00	7,000.00	-1,470.00
7500 · Household Supplies	576.33	3,000.00	-2,423.67
7510 · Miscellaneous Supplies	658.14	5,500.00	-4,841.86
7570 · Printing & Office	796.21	5,000.00	-4,203.79
7610 · Professional Services/Legal	291.50	25,000.00	-24,708.50
7620 · R & M-Equipment	282.84	9,000.00	-8,717.16
7630 · R & M-Radios	7,500.00	8,000.00	-500.00
7640 · R & M-Station	390.69	10,000.00	-9,609.31
7650 · R & M-Vehicles	1,750.24	18,000.00	-16,249.76
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	982.45	3,000.00	-2,017.55
7730 · Training & Education	1,371.74	9,000.00	-7,628.26
7740 · Travel	0.00	500.00	-500.00
7760 · Uniforms & Gear	515.98	10,000.00	-9,484.02
7810 · Utilities	1,545.26	14,000.00	-12,454.74
Total Expense	359,014.60	2,108,122.00	-1,749,107.40
Net Ordinary Income	-329,421.64	-230,689.00	-98,732.64
Net Income	-329,421.64	-230,689.00	-98,732.64

PARRISH FIRE DISTRICT-IFF
2020 - 2021 Budget vs. Actual
 October through November 2020

	<u>Oct - Nov 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
5110 · Impact Fees Collected	58,000.00	200,000.00	-142,000.00
5210 · Interest IFF	0.00	0.00	0.00
5310 · Misc. Income	0.00	0.00	0.00
	<u>58,000.00</u>	<u>200,000.00</u>	<u>-142,000.00</u>
Total Income	<u>58,000.00</u>	<u>200,000.00</u>	<u>-142,000.00</u>
Gross Profit	58,000.00	200,000.00	-142,000.00
Expense			
9120 · Architect	0.00	0.00	0.00
9130 · Attorney	0.00	10,000.00	-10,000.00
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	560.00	0.00	560.00
9470 · Refund of IFF	500.00	0.00	500.00
9480 · Station 2	10,318.75	670,000.00	-659,681.25
	<u>11,378.75</u>	<u>680,000.00</u>	<u>-668,621.25</u>
Total Expense	<u>11,378.75</u>	<u>680,000.00</u>	<u>-668,621.25</u>
Net Income	<u><u>46,621.25</u></u>	<u><u>-480,000.00</u></u>	<u><u>526,621.25</u></u>

PARRISH FIRE DISTRICT
Budget vs. Actual
 October through December 2020

	Oct - Dec 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	1,644,234.96	1,850,133.00	-205,898.04
4310 · Miscellaneous Income	5,255.00	23,300.00	-18,045.00
4315 · Grant Revenue	0.00	0.00	0.00
4410 · User's Fee	1,480.25	4,000.00	-2,519.75
Total Income	1,650,970.21	1,877,433.00	-226,462.79
Gross Profit	1,650,970.21	1,877,433.00	-226,462.79
Expense			
7100 · Salaries & Overtime	385,762.75	1,277,822.00	-892,059.25
7130 · 941 Taxes	28,436.69	94,500.00	-66,063.31
7150 · Employee Retirement	88,079.09	294,800.00	-206,720.91
7180 · Accounting & Bk Chgs	47.53	0.00	47.53
7190 · Capital Expenditures	152.99	70,000.00	-69,847.01
7210 · Commissioners' Honorarium	1,500.00	6,000.00	-4,500.00
7250 · Communications	4,474.07	8,000.00	-3,525.93
7270 · Dues & Licenses	2,138.84	5,500.00	-3,361.16
7310 · Fire Prevention	1,678.27	6,000.00	-4,321.73
7360 · Gas, Diesel & Oil	1,754.22	10,000.00	-8,245.78
7410 · Insurance			
7411 · Dental	1,534.40	6,000.00	-4,465.60
7412 · Health	23,020.46	127,000.00	-103,979.54
7413 · Liability	24,621.46	40,000.00	-15,378.54
7414 · Workman's Comp.	20,179.50	31,000.00	-10,820.50
Total 7410 · Insurance	69,355.82	204,000.00	-134,644.18
7450 · Medical Supplies	401.79	4,000.00	-3,598.21
7460 · Medical Testing	5,530.00	7,000.00	-1,470.00
7500 · Household Supplies	594.82	3,000.00	-2,405.18
7510 · Miscellaneous Supplies	1,060.88	5,500.00	-4,439.12
7570 · Printing & Office	1,435.51	5,000.00	-3,564.49
7610 · Professional Services/Legal	5,058.00	25,000.00	-19,942.00
7620 · R & M-Equipment	5,012.04	9,000.00	-3,987.96
7630 · R & M-Radios	7,500.00	8,000.00	-500.00
7640 · R & M-Station	827.88	10,000.00	-9,172.12
7650 · R & M-Vehicles	6,799.00	18,000.00	-11,201.00
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	1,502.45	3,000.00	-1,497.55
7730 · Training & Education	2,084.52	9,000.00	-6,915.48
7740 · Travel	0.00	500.00	-500.00
7760 · Uniforms & Gear	623.93	10,000.00	-9,376.07
7810 · Utilities	2,321.89	14,000.00	-11,678.11
Total Expense	624,132.98	2,108,122.00	-1,483,989.02
Net Ordinary Income	1,026,837.23	-230,689.00	1,257,526.23
Net Income	1,026,837.23	-230,689.00	1,257,526.23

PARRISH FIRE DISTRICT-IFF
2020 - 2021 Budget vs. Actual
October through December 2020

	<u>Oct - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
5110 · Impact Fees Collected	113,000.00	200,000.00	-87,000.00
5210 · Interest IFF	0.00	0.00	0.00
5310 · Misc. Income	0.00	0.00	0.00
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Total Income	113,000.00	200,000.00	-87,000.00
Gross Profit	113,000.00	200,000.00	-87,000.00
Expense			
9120 · Architect	0.00	0.00	0.00
9130 · Attorney	0.00	10,000.00	-10,000.00
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	3,421.62	0.00	3,421.62
9470 · Refund of IFF	500.00	0.00	500.00
9480 · Station 2	46,543.75	670,000.00	-623,456.25
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Total Expense	50,465.37	680,000.00	-629,534.63
Net Income	<u>62,534.63</u>	<u>-480,000.00</u>	<u>542,534.63</u>