

AGENDA

PARRISH FIRE DISTRICT

June 23, 2020 – 7:00p.m.

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Annual Awards for 2019**
- 4. Public Comment**
- 5. Minutes of meeting for May 26, 2020**
- 6. Station 2 Construction Manager**
- 7. Financial Report**
- 8. Administration Report**
- 9. 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)

May 26, 2020

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, May 26, 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
	Stacey S. Bailey	Fire Chief
	Wayne L. Ownbey	Asst. Chief

Absent was Steven M. Trompke Commissioner

Chairman Chitty opened the meeting of the Parrish Fire Commission.

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

Chairman Chitty called for public comment. Mr. Miles Marshal from Twin Rivers asked to speak, told the Commissioners they are doing a good job!

Chief Bailey presented the new agreement with Bryant Miller Oliver, the new agreement has an updated timeline than what was submitted before to help with the referendum. Commissioner Combee made a motion to accept the new agreement with Bryant Miller Oliver, seconded by Commissioner Webb and carried by a vote of 4-0.

The financial report for month ending April 2020 was presented. Chief Bailey indicated that we have received the majority of general fund revenue with the exception of \$45,413.00 right now we are averaging \$150,000. a month on expenditures. Impact fee revenue is currently at \$178,189.00 with an additional check that was just deposited for \$29,600.00. The financial report was approved on a motion by Commissioner Combee, seconded by Commissioner Dirling and carried by a vote of 4-0.

In the administration report, Chief Bailey brought up many different items, going to be working on the new budget for 2019-2020, starting the tax roll, Closest unit response, Joint Commission Meeting with Duette's Commissioners & Covid-19.

Chairman Chitty opened the RFQ Interviews, First Architect to speak to the board was Garry Roberts with Garry Roberts Architecture LLC. Second to interview was Kenneth Dean & Johnny Lohrum with SchenkelShultz, & third to interview was John Thompson with WilderArchitecture. Each firm was given 15 minutes for presentation, question and answers. Each Commissioner filled out a score sheet which was tallied up by Leticia and the ranking was SchenkelShultz, Garry Roberts Architecture, and WilderArchitecture. The offer was given to SchenkelShultz which accepted the offer, will proceed with negotiations in the following weeks, for the contract. A motion was made by Commissioner Dirling to proceed with SchenkelShultz, seconded by Commissioner Combee and carried by a vote of 4-0.

In the Commissioner reports, Commissioner Dirling asked when the Emergency Declaration for the District will be over. Chief Bailey advised that our declaration expires when the states expires.

Commissioner Combee motioned to adjourn the meeting, seconded by Commissioner Dirling and carried by a vote of 4-0. Meeting adjourned at 9:45 P.M.

CHAIRMAN

ATTEST:

SECRETARY

<u>AGENDA NUMBER</u>	<u>PAGE NUMBER</u>	
3	N/A	Annual Awards 2019
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	Minutes of May 26, 2020 <u>COMMISSION ACTION NECESSARY</u> Motion to approve minutes. Second. Vote
6	N/A	Approval for placing AD for Construction Manager. <u>COMMISSION ACTION NECESSARY</u> Motion to approve/disapprove the placing of Construction Manager AD Second, Vote
7	1 - 2	Financial Report – May 2020 <u>COMMISSION ACTION NECESSARY</u> Motion to approve/disapprove Financial Report Second, Vote.
8	N/A	Administration Report: <u>COMMISSION ACTION NECESSARY</u> None - Information Only

NEXT COMMISSION MEETING IS July 28, 2020

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

	<u>Oct '19 - May ...</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
4110 · Tax Revenue	1,627,030.01	1,647,377.00	-20,346.99
4210 · Interest Income	578.05		
4310 · Miscellaneous Income	29,283.00	23,300.00	5,983.00
4320 · FEMA	31,173.04	21,000.00	10,173.04
4410 · User's Fee	3,926.44	2,000.00	1,926.44
Total Income	<u>1,691,990.54</u>	<u>1,693,677.00</u>	<u>-1,686.46</u>
Gross Profit	1,691,990.54	1,693,677.00	-1,686.46
Expense			
7100 · Salaries & Overtime	745,525.28	1,072,170.00	-326,644.72
7102 · FF Supp.	0.00	0.00	0.00
7130 · 941 Taxes	55,842.73	78,000.00	-22,157.27
7150 · Employee Retirement	175,295.97	279,560.00	-104,264.03
7180 · Accounting & Bk Chgs	-116.55	0.00	-116.55
7190 · Capital Expenditures	96,100.03	138,000.00	-41,899.97
7210 · Commissioners' Honorari...	3,000.00	6,000.00	-3,000.00
7250 · Communications	7,038.40	8,000.00	-961.60
7270 · Dues & Licenses	7,483.27	6,000.00	1,483.27
7310 · Fire Prevention	212.15	5,000.00	-4,787.85
7360 · Gas, Diesel & Oil	6,753.21	10,000.00	-3,246.79
7410 · Insurance			
7411 · Dental	3,710.33	5,200.00	-1,489.67
7412 · Health	92,522.68	127,200.00	-34,677.32
7413 · Liability	36,681.56	40,000.00	-3,318.44
7414 · Workman's Comp.	34,036.39	32,000.00	2,036.39
7410 · Insurance - Other	0.00	0.00	0.00
Total 7410 · Insurance	<u>166,950.96</u>	<u>204,400.00</u>	<u>-37,449.04</u>
7450 · Medical Supplies	4,443.13	4,000.00	443.13
7460 · Medical Testing	3,430.00	6,000.00	-2,570.00
7500 · Household Supplies	2,054.92	2,500.00	-445.08
7510 · Miscellaneous Supplies	1,574.82	2,000.00	-425.18
7570 · Printing & Office	1,737.82	4,000.00	-2,262.18
7610 · Professional Services/Le...	23,825.05	30,000.00	-6,174.95
7620 · R & M-Equipment	13,438.71	12,000.00	1,438.71
7630 · R & M-Radios	0.00	8,000.00	-8,000.00
7640 · R & M-Station	7,150.76	10,000.00	-2,849.24
7650 · R & M-Vehicles	10,691.56	18,000.00	-7,308.44
7690 · Refund	550.54	500.00	50.54
7710 · Fire Equipment & Tools	1,768.56	9,000.00	-7,231.44
7730 · Training & Education	4,840.12	10,000.00	-5,159.88
7740 · Travel	684.75	500.00	184.75
7760 · Uniforms & Gear	10,909.08	10,000.00	909.08
7810 · Utilities	6,579.15	14,000.00	-7,420.85
7850 · Volunteer P/R	0.00	3,000.00	-3,000.00
Total Expense	<u>1,357,764.42</u>	<u>1,950,630.00</u>	<u>-592,865.58</u>
Net Income	<u><u>334,226.12</u></u>	<u><u>-256,953.00</u></u>	<u><u>591,179.12</u></u>

PARRISH FIRE DISTRICT-IFF

Budget vs. Actual

Accrual Basis

October 2019 through May 2020

	<u>Oct '19 - May 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
5110 · Impact Fees Collected	207,878.00	150,000.00	57,878.00
5210 · Interest IFF	0.00		
5310 · Misc. Income	0.00		
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Total Income	207,878.00	150,000.00	57,878.00
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00		
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Total COGS	0.00		
Gross Profit	207,878.00	150,000.00	57,878.00
Expense			
1160 · Pre Paid Expenses	0.00		
66000 · Payroll Expenses	0.00		
9000 · Due other Funds	0.00		
9120 · Architect	0.00		
9130 · Attorney	1,760.00	10,000.00	-8,240.00
9140 · Bank charges	0.00		
9210 · Loan	0.00		
9250 · Loan Interest	0.00		
9300 · Capital Expenditures	48,451.07	335,000.00	-286,548.93
9410 · Engineer	0.00		
9470 · Refund of IFF	0.00		
9480 · Station 2	0.00		
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Total Expense	50,211.07	345,000.00	-294,788.93
Net Income	<u>157,666.93</u>	<u>-195,000.00</u>	<u>352,666.93</u>