

FORT MYERS BEACH FIRE CONTROL DISTRICT

**AUGUST 15, 2017
BOARD OF FIRE COMMISSIONERS
REGULAR MONTHLY MEETING**



MATERIALS



ESTABLISHED 1949

**BOARD OF
FIRE COMMISSIONERS**

CAROL MORRIS
CHAIR

THEODORE R. SCHINDLER II
VICE-CHAIR

BOB RAYMOND
SECRETARY/TREASURER

RON FLEMING
FIRE COMMISSIONER

LARRY WOOD
FIRE COMMISSIONER

FIRE CHIEF
MATTHEW R. LOVE

FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS REGULAR MONTHLY MEETING

AGENDA

AUGUST 15, 2017 6:00 PM

2755 ESTERO BLVD., PUBLIC LIBRARY, FORT MYERS BEACH, FL 33931

1. Meeting Called to Order
2. Pledge of Allegiance
3. Adoption of Agenda [Discussion/Approval]
4. Treasurer's Report
 - A. July 31, 2017 Department Checks #43151 through #43236 for a total of \$200,468.53 [Discussion/Approval]
5. Chiefs Report [Information]
6. Attorney Report [Information]
7. Restate Agenda Items [Information]
8. Public Input on Agenda Items
9. Old Business
10. New Business
11. Reports from IAFF Union Representatives Districts 3 and 15 [Information]
12. Fire Chief Remarks [Information]
13. Commissioners Remarks [Information]
14. Public Input
15. Adjournment

**FORT MYERS BEACH
FIRE CONTROL DISTRICT**

BOARD OF FIRE COMMISSIONERS MEETING

**TREASURERS REPORT
MATERIALS**

Fort Myers Beach Fire Control District
Summary of Bank and Investment Account Activity
For the Month of July 2017

Account Name	Report Balance 06/30/17	Revenue & Transfers	Disbursements & Transfers	Balance 07/31/17
Money Market & Investments - BB&T				
AdValorem distribution (net of commissions)		441		
Impact fees		-		
Transport receipts (AR)		35,569		
PAC - recaptured transport receipts		1,090		
Inspections and special events		3,578		
Retiree health reimbursements		1,011		
Donation		50		
Interest earned		27		
Transfers to Disbursement account			(561,300)	
	5,440,646	41,766	(561,300)	4,921,112
SBA - Prime				
Interest earned		3,728		
Transfers to/from BB&T		-	-	
	3,413,098	3,728	-	3,416,826
Disbursement Acct - BB&T				
Transfers from Money Market		561,300		
Impact fees - Lee County		404		
Retiree health insurance reimbursements		18,888		
Bank charges			(327)	
Contractual ACH payments			(14,865)	
Payroll related & ACH payments			(218,596)	
Net Payroll - direct deposits			(236,784)	
Accts payable checks 43151 - 43236			(200,469)	
	292,957	580,592	(671,041)	202,508
Total District Funds	9,146,701	626,086	(1,232,341)	8,540,446
Less: Transfers		(561,300)	561,300	
Totals	9,146,701	64,786	(671,041)	8,540,446

Fort Myers Beach Fire Control District
Statement of Assets, Liabilities and Fund Balance
July 31, 2017

Assets

Current Assets

Disbursement account	\$ 202,508	
Investment accounts	4,921,111	
State Board Investment Fund	3,416,827	
Petty cash	300	
Accounts receivable	425,049	
Allowance for doubtful accounts	(180,549)	
Prepaid expense	533,866	
		9,319,112

Capital Assets

Land	1,429,970	
Buildings	6,459,764	
Equipment	1,564,431	
Fire/rescue vehicles	2,764,873	
Accumulated Depreciation	(4,230,553)	
		7,988,485

Other Assets

Amount to be provided	1,110,746	
		1,110,746

Total Assets		<u>\$ 18,418,343</u>
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Liabilities and Fund Balance

Current Liabilities

Accounts payable	\$ 32,743	
Accrued wages	162,673	
Payroll taxes payable	14,714	
Deferred revenue - 9/11 Memorial Project	6,683	
Deferred revenue - CERT	2,854	
Deferred revenue - restricted donation	873	
Retirement payable	122,822	
Current portion of BB&T loan	177,227	
		520,589

Long Term Liabilities

Compensated Absences (estimate)	172,000	
Ambulance lease	122,067	
Construction loan - Station 33	639,452	
		933,519

Total Liabilities		<u>1,454,108</u>
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Fund Balance

Investment in Capital Assets (net of depreciation)	7,988,485	
Nonspendable	10,410	
Assigned	5,246,180	
Unassigned	3,719,160	
		16,964,235

Total Liabilities & Fund Balance		<u>\$ 18,418,343</u>
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Fort Myers Beach Fire Control District
Summary Statement of Revenues, Expenditures and Changes in Fund Balance
For the Ten Months Ended July 31, 2017

	% Yr Remaining:			16.67%
	Actual	Budget	Variance	Var %
<u>Revenues</u>				
Ad Valorem taxes	9,299,985	9,171,614	128,371	1.40%
Impact fees	4,016	9,400	(5,384)	-57.28%
Firefighters supplemental income	16,193	21,000	(4,807)	-22.89%
FEMA/State emergency response reimbursements	4,804	-	4,804	
Inspection fees & special events	29,382	34,000	(4,618)	-13.58%
Ambulance transport	621,267	610,000	11,267	1.85%
Interest	29,499	14,900	14,599	97.98%
Miscellaneous	13,553	5,561	7,992	143.72%
Sale of Capital Assets	-	3,000	(3,000)	-100.00%
Total Revenue	10,018,699	9,869,475	149,224	1.51%
Fund Balance carried forward		6,475,422	6,475,422	
Total Revenue & Fund Balance carried forward	10,018,699	16,344,897	6,326,198	
<u>Expenditures</u>				
Personnel	5,788,178	8,323,600	2,535,422	30.46%
Professional & Contractual	397,101	476,650	79,549	16.69%
Travel	18,773	55,200	36,427	65.99%
Communications & Freight	93,448	125,000	31,552	25.24%
Utilities and Insurance	228,958	253,400	24,442	9.65%
Repairs and Maintenance	205,557	247,500	41,943	16.95%
Miscellaneous Operational & Administrative	17,508	32,800	15,292	46.62%
Operating Supplies & Tools	223,534	380,145	156,611	41.20%
Education & Training	86,034	147,800	61,766	41.79%
Other Services	50,507	84,230	33,723	40.04%
Capital Equipment	251,223	477,350	226,127	47.37%
Debt Service	157,550	194,620	37,070	19.05%
Total Operating Expenditures	7,518,371	10,798,295	3,279,924	30.37%
Fund Balance Reservations		5,546,602	5,546,602	
Total Expenditures and Reserves	7,518,371	16,344,897	8,826,526	
Revenues over (under) Expenditures & Reserves	2,500,328	-	(2,500,328)	
Fund Balance, October 1	6,475,422			
Fund Balance, July 31	8,975,750			

Check History Report

Sorted By Vendor

Ft Myers Beach Fire Control Dist (BFD)

Activity From: 7/1/2017 to 7/31/2017

Bank Code: 1 Disbursement - BB&T

Vendor Name	Check Date	Check Number	Check Amount	Check Type
A F A Auto Parts	07/11/17	043152	504.22	Auto
A F A Auto Parts	07/26/17	043200	193.47	Auto
Action Automatic Doors	07/11/17	043151	2,128.32	Auto
Action Automatic Doors	07/26/17	043198	155.75	Auto
Anclote Fire & Safety Products	07/26/17	043201	635.30	Auto
Andres Vila	07/11/17	043194	200.00	Auto
B&B Automotive	07/11/17	043153	2,369.50	Auto
B&B Automotive	07/26/17	043202	215.00	Auto
Bonita Springs Fire Dept	07/26/17	043204	9,275.15	Auto
Boulevard Tire Center	07/26/17	043203	372.46	Auto
Bound Tree Medical LLC	07/11/17	043154	2,286.04	Auto
Bound Tree Medical LLC	07/26/17	043205	2,999.49	Auto
CenturyLink	07/11/17	043155	168.00	Auto
CenturyLink	07/26/17	043206	6,034.32	Auto
Corporate Billing, Inc.	07/11/17	043156	295.23	Auto
Culligan of Fort Myers	07/11/17	043157	247.92	Auto
Cummins Power South	07/11/17	043158	1,010.56	Auto
Cummins Power South	07/26/17	043208	2,323.41	Auto
Custom Lawn Care FMB LLC	07/26/17	043207	85.00	Auto
Early Bird Cleaning	07/11/17	043159	200.00	Auto
Early Bird Cleaning	07/26/17	043210	200.00	Auto
EMS Management & Consultants	07/11/17	043160	884.19	Auto
Extreme Painting & Contracting, Inc.	07/26/17	043211	16,265.00	Auto
FASD	07/11/17	043161	250.00	Auto
FGFOA	07/26/17	043212	35.00	Auto
First National Bank	07/11/17	043162	10,711.45	Auto
Florida Fire Systems, LLC	07/11/17	043164	75.00	Auto
Florida Southwestern	07/26/17	043213	979.40	Auto
Gavins Hardware	07/11/17	043166	310.63	Auto
Gavins Hardware	07/26/17	043214	254.30	Auto
Genesis Global Technologies	07/26/17	043215	682.50	Auto
Hamilton's Uniforms LLC	07/26/17	043216	63.32	Auto
Henry J Torti	07/11/17	043181	113.71	Auto
Hull's Environmental Services	07/26/17	043217	1,025.00	Auto
I. A. F. F. Local # 1826	07/11/17	043167	2,747.16	Auto
J M Todd Inc	07/11/17	043168	242.40	Auto
Jane Thompson	07/11/17	043190	365.36	Auto
Joseph DeVito	07/26/17	043209	159.24	Auto
Kronos	07/26/17	043218	4,763.78	Auto
Krusty Pete's	07/11/17	043170	45.00	Auto
Lee County BOCC	07/11/17	043172	97,506.44	Auto
Lee County BOCC	07/11/17	043196	636.50	Auto
LEE COUNTY PLUMBING & WELL SERVICE	07/26/17	043219	750.00	Auto
LeeSar Regional Service Center	07/11/17	043173	456.74	Auto
Lighthouse Uniform Co.	07/26/17	043220	57.35	Auto
Lowe's Home Centers Inc	07/11/17	043174	128.07	Auto
Manatee Tech	07/11/17	043175	400.00	Auto
Municipal Emergency Services	07/11/17	043176	1,001.66	Auto
Municipal Emergency Services	07/26/17	043221	25.00	Auto

Check History Report

Sorted By Vendor

Ft Myers Beach Fire Control Dist (BFD)

Activity From: 7/1/2017 to 7/31/2017

Bank Code: 1 Disbursement - BB&T

Vendor Name	Check Date	Check Number	Check Amount	Check Type
News-Press - Fort Myers	07/26/17	043222	210.64	Auto
nexAir, LLC	07/11/17	043177	255.30	Auto
nexAir, LLC	07/26/17	043223	217.77	Auto
Office Team	07/11/17	043178	2,478.00	Auto
Office Team	07/26/17	043224	1,501.50	Auto
ParkerAire LLC	07/11/17	043197	160.00	Auto
Paul Graham	07/11/17	043180	150.00	Auto
Physio Control, Inc.	07/11/17	043179	1,462.44	Auto
Print Shop	07/26/17	043225	25.16	Auto
Randy Kraus	07/11/17	043171	543.31	Auto
Richard Warr	07/11/17	043182	14.58	Auto
Ronald Fleming	07/11/17	043163	432.88	Auto
South Florida Gas, Inc.	07/11/17	043183	414.73	Auto
South Florida Gas, Inc.	07/26/17	043227	101.49	Auto
Standard Life Insurance	07/26/17	043228	4,010.50	Auto
Staples Credit Plan	07/11/17	043185	801.58	Auto
Staples Credit Plan	07/26/17	043236	605.12	Auto
Sun Hardware	07/11/17	043186	26.00	Auto
SupplyWorks	07/11/17	043187	765.11	Auto
SupplyWorks	07/26/17	043229	328.35	Auto
SW FL Polygraph & Background	07/11/17	043188	509.97	Auto
SW FL Polygraph & Background	07/26/17	043230	339.98	Auto
SW Specialty Advertising Co.	07/11/17	043184	56.00	Auto
SWFL Public Service Academy	07/11/17	043165	1,000.00	Auto
Task Force Tips	07/11/17	043189	114.61	Auto
The John Scott Dailey FL Inst. of Govt. at the F	07/11/17	043169	150.00	Auto
Thyssenkrupp Elevator Corp	07/11/17	043191	1,001.68	Auto
Tuscan & Company, PA	07/26/17	043231	4,200.00	Auto
Uline	07/26/17	043232	159.62	Auto
Unice Salzman Jensen, P.A	07/26/17	043226	799.00	Auto
United Parcel Service	07/26/17	043233	22.53	Auto
US Department of Education	07/11/17	043192	220.12	Auto
US Department of Education	07/26/17	043234	220.12	Auto
Verizon Wireless	07/11/17	043193	1,151.17	Auto
VOID	07/26/17	043199	-	Auto
Waldorf University	07/26/17	043235	1,539.00	Auto
WEX Bank	07/11/17	043195	1,646.93	Auto
		Report Total	<u>200,468.53</u>	

**FORT MYERS BEACH
FIRE CONTROL DISTRICT**

BOARD OF FIRE COMMISSIONERS MEETING

**CHIEFS REPORT
MATERIALS**



FORT MYERS BEACH FIRE CONTROL DISTRICT

OFFICE OF THE FIRE CHIEF

100 VOORHIS STREET · FORT MYERS BEACH, FLORIDA 33931
MAILING ADDRESS: PO BOX 2880 · FORT MYERS BEACH, FLORIDA 33932

Board of Fire Commissioners

July 2017

Fire Chief Report

As we enter the busiest time of hurricane season, we have already seen some of the items that we need to be prepared for. Although we have been lucky so far this year, please keep your action plans and emergency kits readily available.

This month we received training from LeeFlight, the air medical service provided by Lee County. I would like to thank LeeFlight for coming to Bay Oaks and offering this important and lifesaving training to our department.

We have completed the Executive Assistant Fire Chief of Operations hiring process. The testing process went excellent, and I sincerely appreciate the work by our staff, as well as the outside agencies who assisted with the process. Please join me in welcoming Scott Wirth to our Family. Chief Wirth comes to us with over 28 years of service in the fire and emergency services, and has an impressive resume and work record. I am honored to have an individual of such character taking care of our team.

We are well into the final stages of the hiring process for the Assistant Chief of Training, Education, and Safety. We will be having the on-site assessments soon, and look forward to selecting finalist.

I had the pleasure of attending the Beach Kids Foundation Scholarship Event at Bonita Bills this past month. I would like to thank the Beach Kids Foundation for their ongoing support for our local students and congratulate the recipients of the scholarships.

Last week, the Board and I went to the Emergency Operations and Dispatch Center for a tour. I would like to thank Sandra and Casey for their hospitality and educating us on their operations as well as thank our Board members who attended.

I wish you all a safe remainder of the summer and please remember that school is back in session, so watch out for our little ones!

Matthew R. Love
Fire Chief



OPERATIONS

Operations Supervisor-Fire Chief Matt Love

July 2017 Incidents: 286
 2017 Year to Date Incidents: 2207
 Average Emergent Incident Response Time: 4:29

** Note: Data previously presented for March through June, reflected a change in our data system, resulting in average response times based on all units, rather than the first arriving unit. The data system has now been updated to allow reporting on the First Arriving Unit.*

Average response time by First Arriving Unit for March-June:

<u>Month</u>	<u>Previously Reported</u>	<u>First Arriving</u>
March	6:03	4:58
April	6:57	4:43
May	5:50	4:44
June	5:48	4:37

TRAINING

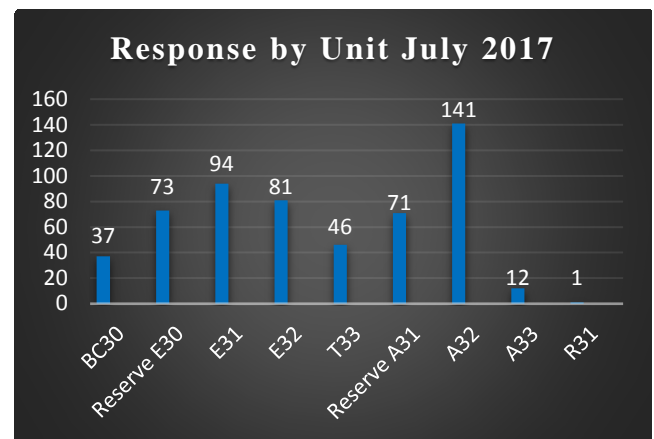
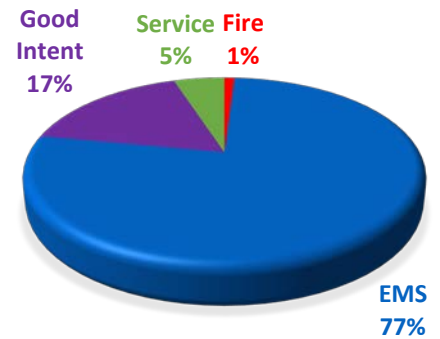
- Attack Hose Line Training
- Driver Engineer Training
- Aerial Operations Training
- Various Target Solutions Training Classes
- Pumping Operations
- Extrication Training
- Area Familiarization
- Pump Flushing Training & Review of Substations
- Walk Through & Pre-Plan Fishtale Marina's new Restaurant (opens in October)
- LeeFlight Training
- Physical Health/Wellness Training
- SAVE Training
- Multi-Company Drills
- Protocol Training

EMERGENCY MEDICAL SERVICES (EMS)

EMS Operations Supervisor- Division Chief Medical Officer Randy Kraus

The EMS Division training for the month of July included preparing the organization for their bi-annual re-credentialing. This included airway skill stations for both Basic Life Support and Advanced Life Support personnel. Crews and shifts also gathered collectively to review our County Common Treatment Guidelines. Our newer personnel were also trained on Emergency Medical Services equipment operations. Our partners at Lee Flight (our aeromedical provider), held an in-service for our crews at Bay Oaks Baseball Field. Their team landed their aircraft, and provided our personnel with informative operational and patient care instruction on the crew's and aircraft's capabilities.

JULY 2017



LIFE SAFETY SERVICES

Life Safety Services Supervisor- Executive Assistant Fire Chief of Life Safety Ron Martin

Within the month of July, our prevention services included:

- 1** New Business Inspections
- 35** Construction Related Inspections
- 20** Annual Inspections
- 15** Ordinance Property Inspections
- 2** Fire Code Compliance Inquiries
- 2** Client Follow-Up Inspections

ADMINISTRATIVE SERVICES

OUR BEACH TEAM

Some highlights from this month include:

- Thank you to our team members who participated in the Bay Oaks event.
- Thank you to all of the family members who attended the Promotion Ceremony for Terry Brunson.
- Thank you to our members who assisted with the beach rugby tournament at the Wyndham. It was a busy event!
- Thank you to our members who participated in the public service event at Bay Oaks.

EMPLOYEE RECOGNITION

July Service Anniversaries

Firefighter Troy Mesick	17 years
Driver Engineer Jen Gordon	11 years

UPCOMING EVENTS

- Board of Commissioners Work Session and Meeting
Tuesday, August 15th @ Fort Myers Beach Public Library
4:00 pm
- Board of Commissioners Regular Monthly Meeting
Tuesday, August 15th @ Fort Myers Beach Public Library
6:00 pm
- Board of Commissioners Work Session and Meeting
Tuesday, September 5, 2017 @ Fort Myers Beach Public Library
10:00 am
- Board of Commissioners First Budget Hearing
Tuesday, September 14, 2017 @ Fort Myers Beach Public Library
5:05 pm

