

FORT MYERS BEACH FIRE CONTROL DISTRICT

**AUGUST 15, 2017
BOARD OF FIRE COMMISSIONERS
WORK SESSION AND 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 WORK SESSION & MEETING

AGENDA

AUGUST 15, 2017 4:00 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. Approval of July 18, 2017 Regular Meeting Minutes [Discussion/Approval]
5. Restate Agenda Items [Information]
6. Public Input on Agenda Items
7. Old Business
 - A. 2017/2018 Fiscal Year Budget Updates [Information/Discussion]
 - B. September 5, 2017 Work Session and Meeting [Information/Discussion]
8. New Business
 - A. FASD October Conference Attendance [Information/Discussion]
 - B. Commissioner Identification Cards [Information/Discussion]
9. Reports from IAFF Union Representatives Districts 3 and 15 [Information]
10. Fire Chief Remarks [Information]
11. Commissioners Remarks [Information]
12. Public Input
13. Adjournment

MINUTES
REGULAR MEETING OF THE
FORT MYERS BEACH BOARD OF FIRE COMMISSIONERS
TIME: 6:00 PM
DATE: July 18, 2017
PLACE: 3043 Estero Boulevard, Station 31 – Training Room
Fort Myers Beach, Florida 33931

IN ATTENDANCE: Chairwoman Morris, Vice-Chairman Schindler, Sec./Treasurer Raymond, Commissioner Fleming, Fire Chief Love, District members and members of the public.

Absent: Commissioner Larry Wood

1. Meeting Called to Order

2. Pledge of Allegiance

3. Adoption of Agenda

Chairwoman Morris called for a motion to adopt the agenda. Sec./Treasurer Raymond made a motion to adopt the agenda. Vice-Chairman Schindler seconded.
Motion approved unanimously 4 – 0.

4. Promotion of Terry Brunson to Battalion Chief

5. Break

6. June 20, 2017 Regular Monthly Meeting Minutes [Discussion/Approval]

Chairwoman Morris called for a motion to approve the June 20, 2017 meeting minutes. Vice-Chairman Schindler made a motion to approve the June 20, 2017 meeting minutes. Sec./Treasurer Raymond seconded.
Motion approved unanimously 4 – 0.

7. Treasurer's Report

Chairwoman Morris requested Sec./Treasurer Raymond to read the Treasurer's report for June 2017.

Sec./Treasurer Raymond reviewed the summary of bank and investment account activities for month ending June 30, 2017.

- A. June 30, 2017 Department Checks #43065 through #43150 for a total of \$817,691.55 [Discussion/Approval]

Chairwoman Morris called for a motion to approve the June 2017 Treasurer's report. Vice-Chairman Schindler made a motion to approve the department checks for June 2017. Commissioner Fleming seconded.
Motion approved unanimously 4 – 0.

8. Chiefs Report [Information]

Chief Love highlighted items on the Chief's report, as well as:

- Station 32 painting
- Revealing of new department logo
- New auditor information
- Meeting with Town Manager regarding meeting space
- EOC and dispatch tour scheduled for Commissioners
- Update on Executive Assistant Fire Chief of Operations hiring process
- Update on Assistant Chief of Training, Education and Safety hiring process
- Update on IT/Logistics Manager
- State identification for Commissioners

Also Discussed by the Board and Chief Love:

- September's work session/meeting

9. Attorney Report [Information]

Chairwoman Morris stated that mediation for the Darren White case on July 12, 2017 was cancelled. When needed an Executive Session will be scheduled.

10. Restate Agenda Items [Information]

11. Public Input – Agenda Items Only

None

12. Old Business

A. Board of Commissioners Policy Manual [Discussion/Approval]

The Board and Chief Love discussed the final draft of the policy manual. Chairwoman Morris discussed the verbiage on page four (4) of the document, specifically sections IV and VI(C). Chairwoman Morris stated that she will meet with Chief Love to discuss the changes before the policy goes to the attorney for review. Chairwoman Morris called for a motion. Commissioner Fleming made a motion to approve the Board of Commissioner Policy Manual be sent to the Attorney for review. Sec./Treasurer Raymond seconded.

Motion approved unanimously 4 – 0.

13. New Business

A. 2017/2018 Fiscal Year Preliminary Budget Information [Information/Discussion]

Chief Love discussed the revenue, category, and line items of the preliminary budget for 2017/2018, as well as highlighted changes from the previous year and what factors drove those changes.

B. 2017/2018 TRIM Rate [Discussion/Approval] (added to agenda by Chairwoman Morris)

The Board agreed to discuss the TRIM Rate due to schedule conflicts. Chairwoman Morris called for a motion to have this item added to the agenda. Sec./Treasurer Raymond made a motion to add the 2017/2018 TRIM Rate to the agenda. Commissioner Fleming seconded.

Motion approved unanimously 4 – 0.

The Board and Chief Love discussed this year's TRIM Rate versus last year's rate. Chairwoman Morris called for a motion. Vice-Chairman Schindler made a motion to approve a TRIM Rate of 2.58. Sec./Treasurer Raymond seconded. Motion approved unanimously 4 – 0.

C. Dates for Tentative and Final Budget Hearings [Discussion/Approval]

The Board and Chief Love discussed upcoming meeting date conflicts. Chairwoman Morris called for a motion to cancel the August 1, 2017 Board of Commissioner Work Session Meeting. Vice-Chairman Schindler made a motion to cancel the Work Session Meeting. Commissioner Fleming seconded. Motion approved unanimously 4 – 0.

The Board and Chief Love discussed options to add a Work Session Meeting in August. Chairwoman Morris called for a motion. Commissioner Fleming made a motion to have the Work Session Meeting at 4:00 pm, prior to the Regular Monthly Meeting that is scheduled for the same day, August 15, 2017. Sec./Treasurer Raymond seconded. Motion approved unanimously 4 – 0.

Chief Love discussed date options for the Tentative and Final Budget Hearings. Chairwoman Morris called for a motion to set the Tentative Budget Hearing date. Sec./Treasurer Raymond made a motion to set the Tentative Budget Hearing date for September 14, 2017 at 5:05 pm. Vice-Chairman Schindler seconded. Motion approved unanimously 4 – 0.

The Board discussed dates for the Final Budget Hearing for planning purposes and tentatively selected September 28, 2017.

D. District Comprehensive Plan Update [Information/Discussion]

Chief Love requested that the Board of Commissioners review the existing plan and to provide feedback for the revision process.

14. Reports from Union Representatives Districts 3 and 15

District Vice President (DVP) Todd Williamson stated he is looking forward to continuing negotiations.

15. Remarks of Commissioners

Commissioner Fleming congratulated Captain Brunson on his promotion to Battalion Chief. Commissioner Fleming stated he liked Fire Prevention Specialist Lloyd Adams article and he's glad to see our name out there. Commissioner Fleming wished everyone a slow, safe night.

Sec./Treasurer Raymond agreed with Commissioner Fleming's remarks. Sec./Treasurer thanked the Commissioners for cancelling the August 1, 2017 work session meeting.

Vice-Chairman Schindler agreed with previous remarks. Vice-Chairman Schindler stated that he is impressed with our ability to find new vendors to save the District money.

Chairwoman Morris agreed with other Commissioners comments.

16. Public Input

No Reports

17. Adjournment

Meeting adjourned at 7:39 pm.

**FORT MYERS BEACH
FIRE CONTROL DISTRICT**

BOARD OF FIRE COMMISSIONERS MEETING

**OLD BUSINESS
MATERIALS**



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: Old Business
AGENDA ITEM: [2017/2018 Fiscal Year Budget Updates](#)
SUBJECT: Presentation of updates to the 2017/2018 Draft Fiscal Year Budget
OTHER: N/A

ACTION [\[Information/Discussion\]](#)

PURPOSE
Provide Board members with updates to planned expenditures for the upcoming fiscal year in comparison to previous month’s budget presentations.

HISTORY
Staff begins the budget process in January of each year and works in phases based on when projections can be made with usable and reliable data, as well as needs assessment items are reported. Prior to this point, staff has prepared the preliminary capital budget planning figures and has parented those to the Board, as well as delivered preliminary information on each area of the budget.

RECOMMENDATION
[Review updates of the 2017/2018 preliminary budget.](#)

**FORT MYERS BEACH
FIRE CONTROL DISTRICT**

BOARD OF FIRE COMMISSIONERS MEETING

**NEW BUSINESS
MATERIALS**



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business
AGENDA ITEM: [FASD October Conference Attendance](#)
SUBJECT: Discussion regarding attendance
OTHER: N/A

ACTION
[\[Information/Discussion\]](#)

PURPOSE
Provide Board members with information regarding the upcoming FASD conference and feedback for registration.

HISTORY
N/A

RECOMMENDATION
[Provide feedback on attendance for the upcoming FASD conference.](#)

CDO Components:

Thursday, October 19, 2017

- 2:00 p.m. – 3:00 p.m. **Financial Management and Audits**
Racquel McIntosh, CPA, Grau & Associates
- 3:00 p.m. – 5:00 p.m. **Contract Management**
Chris Lyon, Lewis, Longman & Walker

Membership Meeting Agenda

Friday, October 20, 2017

- 8:30 a.m. – 10:00 a.m. **FASD Board Meeting**
- 9:30 a.m. – 10:00 a.m. **Membership Meeting Registration**
- 10:00 a.m. – 10:05 a.m. **President's Welcome, Pledge and Invocation**
Rita Greenberg, President
- 10:05 a.m. – 10:20 a.m. **President's Report**
Rita Greenberg, President
- 10:20 a.m. – 10:30 a.m. **Executive Director's Report**
Fred Crawford, Executive Director
- 10:30 a.m. – 10:45 a.m. **Legislative Forecast**
Terry Lewis and Chris Lyon, General Counsel
- 10:45 a.m. – 12:00 p.m. **Morning Session - TBA**
- 12:00 p.m. – 1:00 p.m. **Lunch**



Hawks Cay Resort
61 Hawks Cay Boulevard
Duck Key, FL 33050

The group rate is **\$137.00 (plus tax)**, with a **\$29.00 dollar resort fee that includes parking and internet**. You may make your reservations now by calling 800-432-2242 and letting them know you are with the Florida Association of Special Districts. [Click here to make your reservation online](#). The cut-off date is **Thursday, September 18, 2017**.

Directions

Driving From:

[Locate Me](#)

Driving To:

61 Hawks Cay Boulevard, Duck K

Display distance in:

Miles Kilometers

