

FORT MYERS BEACH FIRE CONTROL DISTRICT

**JULY 10, 2018
BOARD OF FIRE COMMISSIONERS
WORK SESSION & MEETING**



MATERIALS



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS WORK SESSION & MEETING

AGENDA

JULY 10, 2018

9:30 AM

2755 ESTERO BOULEVARD, FORT MYERS BEACH PUBLIC LIBRARY
FORT MYERS BEACH, FLORIDA 33931

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

1. Meeting Called to Order
2. Pledge of Allegiance
3. Adoption of Agenda [Discussion/Approval]
4. June 19, 2018 Regular Monthly Meeting Minutes [Discussion/Approval]
5. Restate Agenda Items [Information]
6. Public Input on Agenda Items
7. Old Business
No Old Business
8. New Business
 - A. District Membership with other Entities [Information/Discussion]
 - B. Board Meeting Cancellation Policy [Information/Discussion]
 - C. Board Policy Regarding Super Majority Vote [Discussion]
 - D. Board Job Description Approval Policy [Information/Discussion]
 - E. District Ordinance 2016-01 [Information/Discussion]
 - F. 2019 Preliminary Budget Presentation [Information/Discussion]
 - G. Dates for the Tentative and Final 2019 Budget Hearings
[Information/Discussion]
 - H. Commissioner Attire [Information/Discussion]
9. Reports from IAFF Union Representatives Districts 3 and 15 [Information]
10. Fire Chief Remarks [Information/Discussion]
11. Commissioner Remarks [Information]
12. Public Input
13. Adjournment

DRAFT MINUTES
REGULAR MONTHLY MEETING OF
FORT MYERS BEACH FIRE CONTROL DISTRICT
BOARD OF FIRE COMMISSIONERS

TIME: 6:00 PM

DATE: June 19, 2018

PLACE: 2525 Estero Boulevard – Town Hall
Fort Myers Beach, Florida 33931

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

1. Meeting Called to Order

2. Pledge of Allegiance

3. Adoption of Agenda

Chairwoman Morris called for a motion to approve the agenda. Commissioner Fleming made a motion to approve the agenda. Vice-Chairman Schindler seconded. Motion approved unanimously 5 – 0.

4. June 5, 2018 Work Session & Meeting Minutes [Discussion/Approval]

Chairwoman Morris called for a motion to approve the June 5, 2018 meeting minutes. Vice-Chairman Schindler made a motion to approve the June 5, 2018 meeting minutes. Commissioner Fleming seconded. Motion approved unanimously 5 – 0.

5. Treasurer's Report

Chairwoman Morris requested Secretary/Treasurer Raymond to read the Treasurer's report for May 2018.

Secretary/Treasurer Raymond reviewed the summary of bank and investment account activities for the month ending in April.

A. May 31, 2018 Department Checks #43935 through #44013 for a total of \$189,931.54 [Discussion/Approval]

Chairwoman Morris called for a motion to approve the May 2018 Treasurer's report. Commissioner Fleming made a motion to approve the department checks for May 2018. Vice-Chairman Schindler seconded. Motion approved unanimously 5 – 0.

6. Chiefs Report [Information]

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

- Mission Lifeline Award Received

- Financial Statement Reminder
- Thank you letter from Fort Myers Beach Residents
- Hydrant Maintenance Program with the Town of FMB
- Ladder Truck Demo
- Engine 32 Update
- Natural Gas for Station 32 Update
- EMS Week – Jeopardy Winners

7. Attorney Report [Information]

No reports were provided

8. Restate Agenda Items

9. Public Input on Agenda Items

No input was provided

10. Old Business

A. Strategic Plan Adoption [Discussion/Approval]

Chairwoman Morris called for a motion to adopt the strategic plan.

Commissioner Wood made a motion to adopt the Fort Myers Beach Fire Department 2018-2021 Strategic Plan as presented. Commissioner Fleming seconded.

Motion approved unanimously 5 – 0.

11. New Business

A. Adoption of the September 30, 2017 Audited Financial Statement [Discussion/Approval]

Chairwoman Morris called for a motion to adopt the September 30, 2017 audited financial statement. Commissioner Wood made a motion to adopt the audited financial statement for year ended September 30, 2017.

Secretary/Treasurer Raymond seconded.

Motion approved unanimously 5 – 0.

B. Financial Adjustments (Resolution 2018-01) [Discussion/Approval]

Chief Love read the resolution for the record. Chairwoman Morris called for a motion to adopt the resolution. Commissioner Wood made a motion to adopt Resolution 2018-01 to amend the budget for fiscal year 2017/2018. Vice-Chairman Schindler seconded.

Motion approved unanimously 5 – 0.

C. Florida Association of Special Districts (FASD) Training Feedback [Information]

Commissioner Fleming gave an update on the FASD conference and FASD meeting he recently attended. Commissioner Fleming stated that he has finished the Certified District Officials program and that he believes that the FASD conference would be beneficial for all Commissioners.

12. Reports from Union Representative Districts 3 and 15

No reports were provided

13. Fire Chief Remarks [Information/Discussion]

No additional remarks

14. Remarks of Commissioners

Commissioner Fleming discussed the fire trucks that we have been testing and that he believes we can't go wrong, but it's the responsibility of the staff to choose the one that fits the needs of our District. Commissioner Fleming discussed his ride-along time with Battalion Chief Brunson. Commissioner Fleming congratulated Battalion Chief Lamb on his promotion.

Secretary/Treasurer Raymond discussed an email received by Distinctive Beach Rentals in regards to the 2016-01 ordinance and requested an assessment for the next Board of Commissioner meeting.

Commissioner Wood congratulated Commissioner Fleming on completing the Certified District Officials Program (CDO) and Chief Love for completing the Certified District Managers Program (CDM).

Vice-Chairman Schindler congratulated the staff for receiving kudos from the community as well as the auditors.

Chairwoman Morris stated that she can see a total improvement. Chairwoman Morris also stated that a Firefighter thanked her for the contract.

15. Public Input

Fort Myers Beach resident and owner of Distinctive Beach Rentals Rick Loughrey discussed his issues and concerns with the Short Term Rental Ordinance 2016-01.

16. Adjournment

6:47 pm

FORT MYERS BEACH FIRE CONTROL DISTRICT

**BOARD OF FIRE COMMISSIONERS
WORK SESSION & MEETING**

**NEW BUSINESS
MATERIALS**



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business **ITEM 8A**
AGENDA ITEM: [District Membership with Other Entities](#)
SUBJECT: Information regarding memberships, such as the Chamber of Commerce
OTHER: Added by Commissioner Morris

ACTION

[\[Discussion/Approval\]](#)

PURPOSE

Provide the Board of Fire Commissioners with information regarding membership with outside organizations, such as the Fort Myers Beach Chamber of Commerce.

HISTORY

In the past, the District has belonged to many organizations to include the Chamber of Commerce and miscellaneous “rotary” type organizations.

At this meeting, staff will describe the history of these memberships and provide information to re-join entities, at the request of Commissioner Morris.

RECOMMENDATION

Staff recommends Board members discuss their desire for membership.



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY:

AGENDA ITEM:

SUBJECT:

OTHER:

New Business **ITEM 8B**

Board Meeting Cancellation Policy

The ability for a member of the Board to cancel a meeting

Added by Commissioner Morris

ACTION

Discussion

PURPOSE

Allow the Board of Fire Commissioners to discuss their desire as to how, and who may cancel a scheduled Board of Fire Commissioners Meeting.


HISTORY

In the past, the District has cancelled meetings through the Fire Chief and individual Commissioner contact, however, a policy as to the Boards desire for this process does not exist.

At this meeting, the Board will discuss collective desires as to meeting cancellation, and staff will prepare the information for addition to the Board Policy Manual.

RECOMMENDATION

Staff recommends Board members discuss meeting cancellation desires and provide staff with policy language direction.

	FORT MYERS BEACH FIRE CONTROL DISTRICT BOARD of FIRE COMMISSIONERS POLICY		
Title	Commissioner Policy Manual	Number	100
Division	General	Revision Date	4/3/2018
		Effective Date	1/1/2018

PURPOSE

The purpose of the Fort Myers Beach Fire Control District Board of Fire Commissioners Policy Manual is to define the policies and operating procedures the Board will use to conduct business.

SCOPE

All Fort Myers Beach Fire Control District Fire Commissioners.

POLICY

SECTION 1: Policies of the Board

- I. The Commissioners operate in compliance with the Florida Statutes including, but not limited to;
 - A. F.S. 119: Public Records; Public Officers, Employees, and Records
 - B. F.S. 120: Administrative Procedure Act; Public Officers, Employees, and Records
 - C. F.S. 189: Special Districts, F.S. Public Officers General Provisions F.S. 191: Independent Special Fire Control Districts; Planning and Development
 - D. F.S. 286: Public Business: Miscellaneous Provisions; Public Business
 - E. F.S. 447: Labor Organizations; Labor

SECTION 2: Office

- I. The principal business office of District and Board shall be at 100 Voorhis Street, Fort Myers Beach, Florida 33931, until otherwise designated by the Board.

SECTION 3: Meetings

- I. Meeting Materials
 - A. Commissioners will arrive prepared to all meetings having read Board material, reports and/or correspondence on matters to be discussed at meetings. The Commissioners are encouraged to contact or meet with the Fire Chief prior to each meeting for clarification or questions regarding the material provided.
- II. Roberts Rules of Order
Board meetings will run consistent with Roberts Rules of Order for Small Boards pursuant to Sunshine Law.
- III. Regular Meetings and Work Session Meetings
Regular Meetings and Work Session Meetings shall be held based on the approved and posted schedule.



**FORT MYERS BEACH FIRE CONTROL DISTRICT
BOARD of FIRE COMMISSIONERS POLICY**

Title	Commissioner Policy Manual	Number	100
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IV. Special Meetings

Special meetings may be recommended by any member of the Board or the Fire Chief with seven (7) days' notice provided to each Board member, the Fire Chief, and District Administrative Offices, and a majority vote of all Board members.

V. Emergency Meetings

Emergency meetings may be called by the Chair or Vice-Chair in the event of a bona fide emergency situation, with reasonable notice. Emergency Meetings will be subsequently ratified by the Board.


VI. Meeting Attendance

- A. Commissioners will adhere to the components of the Florida Statutes, specifically Chapter 191.005, regarding meeting attendance, which states, "The Board shall remove any member who has three (3) consecutive, unexcused absences from regularly scheduled meetings. The Board shall adopt policies by resolution defining excused and unexcused absences."
- B. Commissioners will attend all meetings unless excused. Commissioners will notify the Fire Chief and Chair via email or telephone as soon as possible if they are unable to attend a meeting along with an explanation for being absent.
- C. The Board has defined an excused absence as: times that a commissioner does not attend a scheduled meeting that is beyond the Commissioner's control, providing that such absences do not exceed four (4) consecutive occurrences.

Any absence exceeding the four (4) excused consecutive absences will then be considered an unexcused absence and count towards the policy that the Board shall remove any member who has three (3) consecutive, unexcused absences from regularly scheduled meetings.

The Board may allow an exception to this policy for unusual temporary extended incapacity. This exception will only occur if a request is made in writing to the Board explaining why the Board should allow more than the four (4) unexcused consecutive absences, and is unanimously granted by the Board.

- D. All meeting attendance must be in person.
- E. Commissioners shall attend all scheduled Meetings in District provided attire, representing the District in a professional manner.


	FORT MYERS BEACH FIRE CONTROL DISTRICT BOARD of FIRE COMMISSIONERS POLICY			
	Title	Commissioner Policy Manual	Number	100
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VII. Agenda

- A. Agendas for regular meetings and work sessions of the Board shall be created and finalized at least four (4) days in advance whenever possible.
- B. Commissioners shall notify the Fire Chief well in advance of the four (4) day window if they wish to add items to the agenda in order to allow for proper research and information. When adding an item to the agenda, the requesting Board member shall provide:
 - 1. The area of the agenda for which the item will be placed (Old Business, New Business, Presentation, etc.)
 - 2. The desired action to be taken (Information, Discussion, Approval, etc.)
 - 3. A description of the topic, which will adequately prepare other Board members and staff for the topic to be discussed.
- C. New Business and/or Old Business that remains open during a meeting should be carried forward as Old Business on the monthly agenda for the next meeting.
- D. The agenda shall be reviewed, adjusted, and approved at the beginning of the meeting by the Board.
- E. It is the general practice of the Board to review items, whenever possible, at a Work Session Meeting, and approve items at a Regular Meeting. Whenever possible, Work Session Meetings shall include presentation and discussion on topics, while Regular Meetings shall include the final vote on such items.
 - 1. Items of time or other sensitivity shall be brought to the Board despite the meeting type, as to not delay decision making.

VIII. Conducting Business

- A. Vote Requirements.
The Board shall require the affirmative vote of a majority of the Board Members present and voting for all actions unless otherwise noted by policy or Roberts Rules of Order.
- B. Abstention
Commissioners must vote on all issues unless they have a conflict of interest and file the appropriate documentation with the state of Florida as identified in statute 112.3143, to abstain from voting. If a Commissioner has a voting conflict, pursuant to Florida Statute, they may still participate in the discussion of the issue before the Board of Commissioners.

	FORT MYERS BEACH FIRE CONTROL DISTRICT BOARD of FIRE COMMISSIONERS POLICY			
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C. Order

The Board Chair, or designee, will maintain professionalism and order at meetings. Board, staff, and meeting attendees will allow each the ability to present information and generate respectful discussion without interruption of one's presentation and/or disorderly conduct.

IX. Public Conduct at Meetings

Comments by members of the public shall be made only during the "Public Comment" portions of the meeting and shall be limited to three (3) minutes per individual and five (5) minutes per group spokesperson unless additional opportunity is given at the Board's discretion. Public comments do not require a response from the Board.

SECTION 4: Commissioners

A. Interference

No Commissioner shall interfere with the daily operation of the Fire Department, unless the Board as a whole agrees to bring to the attention of the Fire Chief an area of the daily operation in which the Board deems is not fit or proper.

B. Administration

Board member's requests for administrative services and information shall be made through the Fire Chief. All information provided to one Board member shall be disseminated to all Board members.

C. Collective Bargaining

It is recommended that Commissioners do not attend collective bargaining sessions. While they are open to the public, if more than one Commissioner attends, it could be a violation of the Sunshine Law. The Commission, as a whole will vote on the Collective Bargaining Agreement at a publicly advertised meeting. At that meeting the Commission is to vote based on having the same information. Attendance at the Collective Bargaining Negotiations could result in a Commissioner making his/her decision on information that the rest of the Commission does not have. Additionally, attendance at the Collective Bargaining Negotiations could expose the attending Commissioner to deposition in any subsequent litigation.

D. Commissioner Contact with Employees and Members of the District

1. Commissioners will adhere to labor contracts adopted by the District with regard to involvement with Department personnel.



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business ITEM 8C
AGENDA ITEM: [Board Policy Regarding Super Majority Vote](#)
SUBJECT: Identify what items in Board Policy should require Super Majority voting
OTHER: Added by Commissioner Morris


ACTION [\[Discussion\]](#)

PURPOSE
Allow the Board of Fire Commissioners to discuss their desire as to what components of the Board Policy Manual should require a super majority vote.

HISTORY
The Board Policy Manual was established to provide information as to how the Board governs itself, as well as locate all Board Policy in one location. In review of recent District documents, the concept of super majority voting and its definition, has surfaced. This has prompted the review of the Board Policy Manual and a desire for the Boards interpretation as to items requiring a super majority vote.

At this meeting, the Board will discuss areas in the Board Policy Manual, which may require a super majority vote, and direct staff to provide draft language changes.

RECOMMENDATION
[Staff recommends Board members discuss policy language desires and provide staff direction for draft alterations.](#)

	FORT MYERS BEACH FIRE CONTROL DISTRICT BOARD of FIRE COMMISSIONERS POLICY		
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SECTION 9: Board of Fire Commissioner Policy Adoption

- I. The Board will review this document as needed, and no less than annually.
- II. The Board may alter this document with an affirmative super majority vote of all existing District Board members (75% or more: 4 out of 5, 3 out of 4, 3 out of 3).
- III. By order of the Fort Myers Beach Fire Control District Board of Fire Commissioners, this Board of Fire Commissioner Policy Manual is adopted on this 19th day of December, 2017 and becomes effective as of January 1, 2018.

//s//
Chairwoman Morris

//s//
Vice-Chairman Schindler

//s//
Secretary/Treasurer Raymond

//s//
Commissioner Wood

//s//
Commissioner Fleming

**Signatures on file with the District*



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business ITEM 8D
AGENDA ITEM: [Board Job Description Approval Policy](#)
SUBJECT: Research as to Board Approval Requirement
OTHER: N/A

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

PURPOSE

Provide the Board of Fire Commissioners with feedback from legal counsel regarding the approval of job descriptions and determine future policy of the Board.

HISTORY

In a past meeting, the Board requested that staff use legal counsel to determine the need for Board approval of Job Description revisions.

Feedback from legal counsel identified that it is not required for the Board to approve Job Descriptions.

RECOMMENDATION

Staff recommends Board members discuss desires for policy inclusion regarding Job Description approval.



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business **ITEM 8E**
AGENDA ITEM: [District Ordinance 2016-01](#)
SUBJECT: Discussion surrounding the District’s short-term rental provisions
OTHER: Added by Commissioner Raymond at the Previous Meeting

ACTION [\[Discussion\]](#)

PURPOSE

This item was added by Commissioner Raymond to discuss the ordinance and related inspections.

HISTORY

In February of 2016, the Board of Fire Commissioners adopted Ordinance 2016-001 in response to a fatal fire that took place in May of 2015 as well as a five (5) year ongoing risk assessment of the District. A trend was identified in the State of Florida and the District, where residential homes are utilized as a source of revenue operated as vacation rentals or hotel/motels. In response, the State of Florida Fire Marshal developed a set of specific fire and life safety rules to ensure occupants enjoy the same level of protection as guests lodging in a traditional hotel/motel.

In 2008, State Legislators passed House Bill 2008-055 removing the Division of Hotel and Restaurants from any role in the enforcement of the State Fire Code, or rules developed by the Florida State Fire Marshal. State Legislators effectively created a critical solution to ensure the protection of guests choosing occupancies covered under ordinance 2016-01. Municipalities and Counties across the State responded by passing local legislation to inspect, license, and regulate these occupancies.

ORDINANCE NO: 2016-

A FIRE SAFETY ORDINANCE OF THE BOARD OF FIRE COMMISSIONERS FOR THE FORT MYERS BEACH FIRE CONTROL DISTRICT, LEE COUNTY, FLORIDA, FOR THE PURPOSES OF PROTECTING THE LIFE AND PROPERTY OF THOSE PARTIES THAT OCCUPY, OWN, AND RESIDE IN TRANSIENT, VACATION, SHORT TERM, TIMESHARE RENTALS; ALONG WITH, NON-OWNER OCCUPIED TWO FAMILY HOMES, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fort Myers Beach Fire Control District referred to as the “District” finds it necessary that Transient, Vacation, Short-Term, and Timeshare rentals; along with, Non-owner occupied Two Family Homes register with, and receive periodic Fire Inspections from the District, for the purpose of saving lives and preserving property.

WHEREAS, this Ordinance is in compliance with the Florida Fire Prevention and Control Act Florida Statute Chapter 633, Florida Administrative Code 69A, Florida Statute 509.215, Florida Statute 553.75(13), and the Florida Fire Prevention Code.

WHEREAS, The District has the authority to enact Ordinances related to the Prevention of Fires and Preservation of Property (CH 2000-422).

NOW THEREFORE, be it ordained by the Board of Fire Commissioners for the Fort Myers Beach Fire Control District that:

SECTION ONE: PURPOSE OF THIS FIRE SAFETY ORDINANCE

It is the intention of the District that all Transient, Vacation, Short-Term, Timeshare rentals, and Non-Owner Occupied Two Family Homes register with the District, to ensure periodic Fire Inspections.

SECTION TWO: REGISTRATION

Within (120) days from the effective date of this Ordinance, all Transient, Vacation, Short-Term, Timeshare Rentals, and Non-Owner Occupied Two Family Homes shall be registered with the District and provide the following:

- Full legal name and contact information for the Property Owner/Local Responsible Party to include, Telephone Number, Mailing Address, E-Mail contact.
- Property Owner/Responsible Party will be reasonably available via phone, e-mail, or in person within (72) hours of a District request.
- It shall be unlawful for any owner, agent, or realtor to rent any occupancy as defined herein that is not registered with the Fire District

SECTION THREE: DEFINITIONS

Verbiage contained herein shall have the following meanings:

- **Transient Rentals:** Single family or Two-family homes which are rented to guests more than *(3) times a calendar year for less than (30) days or (1) calendar month.*
- **Vacation Rentals:** Single family or Two-family homes that meet the definition of a Transient Rental advertised as a Vacation Resort, Rental, or Home.
- **Timeshare Rentals:** Single-family or Two-family homes that are licensed per *FS Chapter 721*, which are advertised as Transient Rental.

SECTION FOUR: POSTING AND INSPECTION REQUIREMENTS

Properties, as defined, shall comply with the following posting and inspection requirements:

- Occupant Load Signage
- Properties shall be made available for Fire Inspection, upon (30) day notice from the District
- Fire Code Violations that are imminent hazards shall be abated within (72) hours.
- All other violations shall be abated within (45) days; this abatement period may be extended at the request of the owner if a mitigation plan is submitted and accepted by the District.

SECTION FIVE: FEES

Fees shall include but not limited to the following:

- Registration Fee of (\$25.00)
- Inspection and re-inspection fees as defined by the District’s Schedule of Fees

SECTION SIX: SCHEDULE A: PENALTY FOR NON-COMPLIANCE

Parties in violation of this Ordinance shall face penalties as outlined in this section.

FIRST OFFENSE: WRITTEN WARNING TO ADDRESS ON RECORD VIA CERTIFIED MAIL

SECOND OFFENSE: \$250.00 FINE IMPOSED UPON PROPERTY OWNER WITH A LETTER OF NON-COMPLIANCE

THIRD OFFENSE: \$500.00 FINE IMPOSED UPON PROPERTY OWNER

FOURTH OFFENSE: NOTIFICATION TO THE DIVISION OF BUSINESS AND PROFESSIONAL REGULATION

SECTION SIX: EXCLUSIONS

The Following properties are excluded from this Ordinance

- All Homes, not advertised to the public as a Transient, Vacation, Short-Term, or Timeshare rental.
- Two Family Homes where the Owner occupies one unit for a minimum of (6) Months per year.
- Those properties that receive routine fire inspection in compliance with the Florida Fire Prevention Code i.e. *Hotels/Motels, Condominiums, Apartment Complexes (3 units or more)*.
- Single Family Homes that are Owner occupied.

SECTION SEVEN: SEVERABILITY

If any portion of this Ordinance is declared invalid by a court of competent jurisdiction, the valid remainder hereof shall remain in full force and effect.

SECTION EIGHT: EFFECTIVE DATE

The effective date of this Ordinance shall be March 1, 2016.

Carol Morris

Carol Morris-Chair

December 15, 2015
Date First Reading

January 10, 2016
Published

February 2, 2016
Second Reading/Public Hearing Date



FORT MYERS BEACH FIRE CONTROL DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business **ITEM 8F**
AGENDA ITEM: [2019 Preliminary Budget Presentation](#)
SUBJECT: Presentation of preliminary budget for the 2018/2019 Fiscal Year
OTHER: N/A

ACTION

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

PURPOSE

Provide Board members with planned expenditures and revenues for the upcoming fiscal year, to include items from the Re-Capitalization and Sustainment Plan that were presented in previous meetings.

HISTORY

Staff begins the budget process in January of each year and works in phases based on when projections can be accomplished with reliable data, as well as when needs assessment items are reported. Prior to this point, staff has prepared the preliminary capital budget planning figures and has presented those to the Board. At this point, staff is prepared to deliver preliminary information on other areas of the budget to aid the Board in future meetings where the Tentative Millage Rate will be set.

RECOMMENDATION

[Provide feedback and review of the 2019 Preliminary Budget projections.](#)



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business **ITEM 8G**
AGENDA ITEM: Dates for Tentative and Final 2018/2019 Budget Hearings
SUBJECT: Potential dates for the Tentative and Final 2018/2019 Budget Hearings
OTHER: N/A

ACTION

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

PURPOSE

Provide Commissioners with the opportunity to discuss and determine potential primary and alternative dates for the 2019 Preliminary and Final Budget Hearings in September.

HISTORY

Chapter 200 of the Florida State Statutes govern the Truth in Millage (TRIM); a process spanning nearly 100 days. Requirements contained within this chapter outline with great specificity the parameters in which government entities advertise, schedule and conduct two (2) public budget hearings.

With few exceptions, no taxing authority can hold a public budget hearing on the same day as a school district or county commission.

The tentative hearing date and time will be adopted by motion when the TRIM rate is established at the July 24th Board Meeting. This information is published on the TRIM notice mailed to taxpayers on or around August 24th. The final budget hearing date and time is officially selected during the first budget hearing and noticed in the newspaper, two (2) to five (5) days prior to the hearing.

RECOMMENDATION

Staff recommends the following potential date options, and requests Commissioner feedback as to availability.

Recommended Possible Budget Hearing Dates:

Preliminary: September 10, 2018
Final: September 25, 2018

Backup Possible Budget Hearing Dates:

Preliminary: September 6, 2018
Final: September 20, 2018



FORT MYERS BEACH FIRE CONTROL DISTRICT

BOARD OF FIRE COMMISSIONERS MEETING

“Blue Sheet” AGENDA ITEM INFORMATION

AGENDA CATEGORY: New Business **ITEM 8H**
AGENDA ITEM: [Commissioner Attire](#)
SUBJECT: Discussion on uniform options
OTHER: Added by Commissioner Fleming

ACTION [\[Discussion\]](#)

PURPOSE

HISTORY

Historically, Fire Commissioners have been provided with uniform options to represent the District at meetings and other events. Recently, as the District phases-in new branding, the Commissioner group was provided with uniform options.

It was requested that this item be discussed as a Commissioner group prior to completion of the uniform process.

RECOMMENDATION

Staff recommends Commissioners discuss options and provide staff with direction moving forward.