

**DRAFT MINUTES**  
**WORK SESSION AND MEETING OF THE**  
**FORT MYERS BEACH FIRE CONTROL DISTRICT**  
**BOARD OF FIRE COMMISSIONERS**

TIME: 1:00 PM

DATE: June 5, 2018

PLACE: 2755 Estero Boulevard – Public Library  
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**

Chief Love recommended moving item number 8H, District 3 Collective Bargaining Agreement Ratification, in between items 6 and 7 on the agenda. Chief Love also recommended moving item 8F, Draft Audit Presentation, to the top of New Business. Chairwoman Morris made a motion to adopt the amended agenda. Vice-Chairman Schindler seconded.

Motion approved unanimously 5 – 0.

Commissioner Fleming made a recommendation to move agenda items B, C, and D under new business to the next work session meeting and to move item L to the next regular monthly meeting. Chairwoman Morris called for a motion to approve the changed amended agenda. Commissioner Fleming made the amended motion. Secretary/Treasurer Raymond seconded.

Motion approved unanimously 5 – 0.

**4. May 15, 2018 Regular Monthly Meeting Minutes [Discussion/Approval]**

Chairwoman Morris called for a motion to approve the May 15, 2018 meeting minutes. Vice-Chairman Schindler made a motion to approve the May 15, 2018 meeting minutes. Commissioner Fleming seconded.

Motion approved unanimously 5 – 0.

**5. Restate Agenda Items**

**6. Public Input on Agenda Items**

*No input was provided*

**District 3 Collective Bargaining Agreement Ratification [Discussion/Approval]**

Chief Love presented the final draft of the District 3 Collective Bargaining Agreement and the letter from Local 1826 to the Board of Commissioners.

Chairwoman Morris called for a motion to approve the current draft contract.  
Commissioner Fleming made a motion to approve the current draft contract.  
Secretary/Treasurer Raymond seconded.  
Motion approved unanimously 5 – 0.

## **7. Old Business**

### **A. Strategic Plan Draft Presentation [Information/Discussion]**

Chief Love introduced Dr. Margaret Banyan and requested that she present the final draft of the Strategic Plan. The Board made recommendations and gave feedback regarding the Strategic Plan draft. Dr. Banyan discussed the next steps of the process and stated that this should be on the next meeting agenda for adoption.

### **B. Financial Report Formatting Work Session [Information/Discussion]**

Finance and Administrative Services Director Jane Thompson explained the data on the current financial reports. After discussion, the Board and District agreed to add additional data to future reports for clarification purposes.

## **8. New Business**

### **A. District Membership with other Entities [Discussion/Approval]**

*Item removed and added to next work session meeting agenda*

### **B. Board Meeting Cancellation Policy [Discussion]**

*Item removed and added to next work session meeting agenda*

### **C. Board Job Description Approval Policy [Information/Discussion]**

*Item removed and added to next work session meeting agenda*

### **D. Board Policy Regarding Super Majority Vote [Discussion]**

*Item removed and added to next work session meeting agenda*

### **E. Mid Fiscal Year Budget Update [Information/Discussion]**

Chief Love presented the six (6) month budget snapshot to the Board and provided information as to historical revenue and expenditures, as well as the remainder of the year's forecasting.

### **F. Draft Audit Presentation –[Information/Discussion]**

*Moved to Item A under New Business*

Finance and Administrative Services Director Jane Thompson, introduced Jeff Brown from Ashley, Brown & Company. Jeff Brown presented the draft audit. Chief Love stated that the audit will have to be approved at the next meeting to meet the deadline.

G. Annual Report [Information]

Chief Love stated that the annual report has been completed and will be in final form as soon as the audit is approved.

H. District 3 Collective Bargaining Agreement Ratification [Discussion/Approval] –  
*Moved in between #6 & #7 on agenda*

I. Pay & Position Schedule [Discussion/Approval]

Commissioner Wood made a motion to approve the 2017-2018 Pay & Position schedule effective October 1, 2017. Secretary/Treasurer Raymond seconded. Motion approved unanimously 5 – 0.

J. Preliminary Capital Budget Presentation [Information/Discussion]

Chief Love presented the preliminary capital budget for fiscal year 2019, as well as a presentation regarding how the District plans for long-term capital expenditures, reserve fund balances, and contingency funds.

K. Infrastructure Funding [Information/Discussion]

Finance and Administrative Services Director Jane Thompson presented an option for infrastructure funding called the Florida Local Government Finance Program and requested feedback from the Board. The Board agreed to have Finance and Administrative Services Director Thompson move forward with the paperwork in order to gather more information and qualification for the program.

L. FASD Training Feedback [Information]

*Item removed and added to next regular monthly meeting agenda*

9. Reports from Union Representatives Districts 3 and 15 [Information]

*No reports were provided*

10. Fire Chief Remarks [Information/Discussion]

Chief Love thanked the Commissioners for ratifying the District 3 contract and thanked the teams that worked for months on the contract. Chief Love also thanked the Commissioners for approving the pay schedule for the non-bargaining employees’.

11. Commissioner Remarks [Information]

Commissioner Fleming echoed Chief Love’s comments and stated that he believes that the contract was the most important decision he has been a part of.

Commissioner Wood agreed with Chief Love’s comments and thanked everyone for their support of the contract.

Vice-Chairman Schindler also agreed with the previous comments.

Chairwoman Morris echoed the previous comments and discussed the recent car wreck on Matanza's bridge.

Commissioner Wood gave kudos to the Prevention Team for assisting local businesses in becoming compliant with the fire codes during inspections.

**12. Public Input**

*No input provided*

**13. Adjournment**