

AGENDA

PARRISH FIRE DISTRICT

March 28, 2017 – 5:00 p.m.

1. Open meeting for the Parrish Fire District
2. Prayer and Pledge
3. Minutes of meeting February 28, 2017
4. Public Comment
5. Fire Chief Selection Process
6. Fire Assessments 2017-18
7. Financial Report
8. Administration Report
9. Commissioners Report:

Commissioner Trompke
Commissioner Combee
Commissioner Chitty
Commissioner Webb

Chairman's Report
Commissioner Ramsey

<u>April</u>							<u>May</u>							<u>June</u>						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1	1	2	3	4	5	6					1	2	3	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	
30																				

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)

February 28, 2017

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, February 28, 2017, at 5:00 P.M. in the Commission Chamber.

Present were:	Sawyer L. Ramsey	Chairman
	Kevin L. Webb	Commissioner
	Holly B. Combee	Commissioner
	Steven M. Trompke	Commissioner
	Michael G. Johnson	Fire Chief
	Wayne L. Ownbey	Asst. Chief
Absent was:	Edward G. Chitty	Vice-Chairman

Chairman Ramsey opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held January 24, 2017 were approved on a motion by Commissioner Trompke, seconded by Commissioner Combee and carried by a vote of 4-0.

Chairman Ramsey called for public comment. There was none.

Chairman Ramsey introduced Ms. Maggie Mooney-Portale, special counsel for the Fire Chief selection process. Mrs. Portale discussed how the process should take place, and what will be expected of the commissioners during the procedure to achieve the desired outcome for the district. After considerable discussion by board members and legal counsel, Commissioner Webb made a motion to use Special Counsel Maggie Mooney-Portale for the Fire Chief selection process and not hire the company The JTS Association, Inc., seconded by Commissioner Trompke and carried by a vote of 4-0.

The financial report for month ending January 31, 2017 was presented. Chief Johnson indicated that the general fund received \$1,133,445.00 in revenue. The Impact Fee account has taken in \$38,503.00, the Impact fees coming in have slowed down. Expenditures are doing fine. The financial report was approved on a motion by Commissioner Webb, seconded by Commissioner Combee and carried by a vote of 4-0.

During Commissioner reports, Chairman Ramsey advised that Assistant Chief Ownbey has been selected as the Manatee County Chief Fire Officer of the year through the Manatee County Fire Chiefs' Association. She also informed the board that the Assistant Chief was selected as Grand Marshal for the Parrish Heritage Parade.

With no further business for the board, Commissioner Webb motioned to adjourn the meeting, seconded by Commissioner Combee, and carried by a vote of 4-0. Meeting adjourned at 6:30 P.M.

CHAIRMAN

ATTEST:

SECRETARY

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – March 28, 2017

<u>AGENDA NUMBER</u>	<u>PAGE NUMBER</u>	
3	N/A	Minutes of February 28, 2017 <u>COMMISSION ACTION NECESSARY</u> Motion to approve minutes. Second. Vote
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	Fire Chief Selection Process Fire Chief job description/selection criteria <u>COMMISSION ACTION NECESSARY</u> Selection Process discussion
6	N/A	Fire Assessments for 2017-18 <u>COMMISSION ACTION NECESSARY</u> Motion to establish public hearing for April 25, 2017 Second, Vote.
7	1-2	Financial report – February 2017 <u>COMMISSION ACTION NECESSARY</u> Motion to approve/disapprove Financial Report Second, Vote
8		Administration Report <u>COMMISSION ACTION NECESSARY</u> None - Information Only

03/02/17

PARRISH FIRE DISTRICT
Commission Budget vs. Actual
October 2016 through February 2017

	<u>Oct '16 - Feb 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	1,169,220.29	1,244,195.00	-74,974.71
4210 · Interest Income	0.00	0.00	0.00
4310 · Miscellaneous Income	9,247.57	18,000.00	-8,752.43
4315 · Grant Revenue	0.00	5,000.00	-5,000.00
4410 · User's Fee	0.00	500.00	-500.00
Total Income	<u>1,178,467.86</u>	<u>1,267,695.00</u>	<u>-89,227.14</u>
Gross Profit	1,178,467.86	1,267,695.00	-89,227.14
Expense			
7100 · Salaries & Overtime	306,028.31	845,000.00	-538,971.69
7130 · 941 Taxes	23,391.52	64,700.00	-41,308.48
7150 · Employee Retirement	51,663.79	183,000.00	-131,336.21
7180 · Accounting & Bk Chgs	0.00	0.00	0.00
7190 · Capital Expenditures	3,524.30	20,000.00	-16,475.70
7210 · Commissioners' Honorarium	1,500.00	6,000.00	-4,500.00
7250 · Communications	2,181.49	6,000.00	-3,818.51
7270 · Dues & Licenses	1,280.60	5,500.00	-4,219.40
7310 · Fire Prevention	826.28	6,000.00	-5,173.72
7360 · Gas, Diesel & Oil	2,541.20	10,000.00	-7,458.80
7380 · Grant	0.00	5,000.00	-5,000.00
7410 · Insurance			
7411 · Dental	2,499.12	5,000.00	-2,500.88
7412 · Health	27,915.20	61,000.00	-33,084.80
7413 · Liability	27,346.41	38,000.00	-10,653.59
7414 · Workman's Comp.	17,808.65	28,000.00	-10,191.35
7410 · Insurance - Other	0.00	0.00	0.00
Total 7410 · Insurance	<u>75,569.38</u>	<u>132,000.00</u>	<u>-56,430.62</u>
7450 · Medical Supplies	1,156.59	3,500.00	-2,343.41
7460 · Medical Testing	0.00	1,500.00	-1,500.00
7510 · Miscellaneous Supplies	1,173.75	4,000.00	-2,826.25
7570 · Printing & Office	3,612.01	5,000.00	-1,387.99
7610 · Professional Services/Legal	9,195.00	22,000.00	-12,805.00
7620 · R & M-Equipment	3,989.92	6,000.00	-2,010.08
7630 · R & M-Radios	5,999.00	8,000.00	-2,001.00
7640 · R & M-Station	2,512.90	10,000.00	-7,487.10
7650 · R & M-Vehicles	3,273.70	16,000.00	-12,726.30
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	1,332.82	3,000.00	-1,667.18
7730 · Training & Education	1,159.32	9,000.00	-7,840.68
7740 · Travel	0.00	500.00	-500.00
7760 · Uniforms & Gear	3,393.06	13,000.00	-9,606.94
7810 · Utilities	4,381.05	11,000.00	-6,618.95
7850 · Volunteer P/R	0.00	5,000.00	-5,000.00
Total Expense	<u>509,685.99</u>	<u>1,401,200.00</u>	<u>-891,514.01</u>
Net Ordinary Income	<u>668,781.87</u>	<u>-133,505.00</u>	<u>802,286.87</u>
Net Income	<u><u>668,781.87</u></u>	<u><u>-133,505.00</u></u>	<u><u>802,286.87</u></u>

PARRISH FIRE DISTRICT-IFF
03/02/16 Commission Budget vs. Actual October 2016 through September 2017
 October 2016 through February 2017

	<u>Oct '16 - Feb ...</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
5110 · Impact Fees Collected	41,003.70	100,000.00	-58,996.30
5210 · Interest IFF	0.00	0.00	0.00
5310 · Misc. Income	600.00	0.00	600.00
Total Income	<u>41,603.70</u>	<u>100,000.00</u>	<u>-58,396.30</u>
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00		
Total COGS	<u>0.00</u>		
Gross Profit	41,603.70	100,000.00	-58,396.30
Expense			
1160 · Pre Paid Expenses	0.00	0.00	0.00
66000 · Payroll Expenses	0.00		
9000 · Due other Funds	0.00		
9120 · Architect	0.00	0.00	0.00
9130 · Attorney	0.00	0.00	0.00
9140 · Bank charges	0.00	0.00	0.00
9210 · Loan	0.00	0.00	0.00
9250 · Loan Interest	0.00	0.00	0.00
9300 · Capital Expenditures	467.50	25,000.00	-24,532.50
9410 · Engineer	0.00	0.00	0.00
9470 · Refund of IFF	3,500.00	0.00	3,500.00
9480 · Station 2	0.00	0.00	0.00
Total Expense	<u>3,967.50</u>	<u>25,000.00</u>	<u>-21,032.50</u>
Net Income	<u><u>37,636.20</u></u>	<u><u>75,000.00</u></u>	<u><u>-37,363.80</u></u>