

AGENDA

PARRISH FIRE DISTRICT

September 26, 2023 – 6:00p.m.

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Minutes of meeting for August 22, 2023**
- 4. Minutes of Emergency meeting August 28, 2023, Hurricane Idalia**
- 5. Public Comment**
- 6. Public Hearing for Fire Assessment Appeals**
- 7. Resolution 2023-05 Fire Assessment Appeals**
- 8. Financial Report**
- 9. Administration Report**

Commissioners Report:

**Commissioner Hendry
Commissioner Stevens
Commissioner Gresi
Commissioner Webb**

Chairman's Report Commissioner Chitty

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)*

August 22, 2023

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, August 22, 2023, at 6:00 P.M. in the Commission Chamber.

Present were	Edward G. Chitty	Chairman (Present by Zoom)
	Kevin L. Webb	Vice-Chairman
	John Z. Griesi	Commissioner
	Edward W. Stevens	Commissioner
	Stacey S. Bailey	Fire Chief

Absent was	Eugene F. Hendry	Commissioner
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Vice-Chairman Webb opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held August 22, 2023, were approved on a motion by Commissioner Griesi, seconded by Commissioner Stevens, and carried by a vote of 4-0.

Vice-Chairman Webb called for public comment. No one present to speak.

Chief Bailey advised the Commission that we need to establish a date for a public hearing so the Community can come and appeal their Fire Assessment rates on their property. Commissioner Stevens made a motion to hold the public hearing for Fire Assessment Rate Appeals on September 26, 2023, seconded by Commissioner Griesi and carried by a vote of 4-0.

Chief Bailey presented the proposed budget for Fiscal year 2023-24, after some discussion on the budget Commissioner Griesi made a motion to approve the proposed budget for 2023-24, seconded by Commissioner Chitty and carried a vote of 4-0.

Chief Bailey recommended to the board to approve Resolution 2023-02 which approves the 2023-24 Fiscal Budget, Commissioner Griesi made a motion to approve Resolution 2023-02, seconded by Commissioner Stevens and carried by a vote of 4-0.

Chief Bailey recommended to the board to approve Resolution 2023-03 approving the Parrish Fire District approval to enter into an agreement with the State of Florida for the State Appropriation funds. Commissioner Stevens made a motion to approve Resolution 2023-03, seconded by Commissioner Stevens and carried by a vote of 4-0.

The financial report for month ending July 2023 was presented. Chief Bailey indicated that we have received all of the budgeted amount in the General Fund and then some, current have received \$3,381,184.11. Impact fee revenue is currently at \$604,647.20. The financial report was approved on a motion by Commissioner Griesi, seconded by Commissioner Stevens and carried by a vote of 4-0.

In the administration report, Chief Bailey had several items that he reported to the board on, Station 2 had several items, projects that are underway by staff, and some new projects for the upcoming budget.

Vice-Chairman Webb called for Commissioners reports,

Commissioner Webb brought up the discussion about increasing the pay for Commissioners to the max of \$500.00 per month which is \$1500.00 per quarter. Commissioner Griesi made a motion to increase the pay of Commissioners, seconded by Commissioner Chitty and carried by a vote of 4-0.

Commissioner Stevens – Looking forward to Station 3, Also asked about when the 3 new firefighters were coming on board, would like to see it as soon as possible.

Commissioner Griesi – Thanks for everything and all the hard work being done.

Commissioner Webb – Excellent job by everyone

Commissioner Chitty – Thanked everyone for all their hard work.

Commissioner Griesi motioned to adjourn the meeting, seconded by Commissioner Chitty, and carried by a vote of 4-0. Meeting adjourned at 6:26 P.M.

VICE-CHAIRMAN

ATTEST:

SECRETARY

August 28, 2023

The Board of Commissioners of the Parrish Fire District met in emergency session on Monday, August 28, 2023, at 2:00 P.M. in the Commission Chamber.

Present were	Kevin L. Webb	Vice-Chairman
	John Z. Griesi	Commissioner
	Eugene F. Hendry	Commissioner
	Edward W. Stevens	Commissioner (by phone)
	Stacey S. Bailey	Fire Chief

Absent were	Edward G. Chitty	Chairman
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Vice-Chairman Webb opened the emergency meeting of the Parrish Fire Commission.

Chief Bailey advised the board of the necessity of declaring an emergency for the Parrish Fire District and adopting a resolution giving the Fire Chief certain authority during the state of emergency.

RESOLUTION NO. 2023-04

STATE OF EMERGENCY DECLARATION

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF THE PARRISH FIRE DISTRICT OF MANATEE COUNTY, FLORIDA, DECLARING A STATE OF EMERGENCY, AUTHORIZING EMERGENCY POWERS TO THE FIRE CHIEF, AND PROVIDING AN EFFECTIVE DATE.

A motion was made by Commissioner Hendry to approve Resolution No. 2023-04, seconded by Commissioner Griesi, and carried by a vote of 4-0.

Commissioner Griesi motioned to adjourn the emergency meeting, seconded by Commissioner Stevens, and carried by a vote of 4-0. Meeting adjourned at 2:05 pm.

VICE-CHAIRMAN

ATTEST:

COMMISSIONER

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – September 26, 2023

**AGENDA
NUMBER** **PAGE
NUMBER**

3 **N/A** **Minutes of August 22, 2023**

COMMISSION ACTION NECESSARY
Motion to approve minutes. Second. Vote

4 **N/A** **Minutes of Emergency Meeting on August 28, 2023**
Due to Hurricane Idalia

COMMISSION ACTION NECESSARY
Motion to approve minutes. Second. Vote

5 **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.

6 **N/A** **Public Hearing for Fire Assessments Appeals**

CHAIRMAN ACTION NECESSARY

Open public hearing to hear appeals on fire assessments

Public comment

COMMISSION ACTION NECESSARY
Motion to close public hearing. Second. Vote

7 **1** **Resolution 2023-05**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PARRISH FIRE DISTRICT TO HEAR FIRE ASSESSMENT APPEALS FROM PROPERTY OWNERS

COMMISSION ACTION NECESSARY
Motion to approve/disapprove Resolution 2022-04. Second. Vote

8 2-3 Financial Report – August 31, 2023
COMMISSION ACTION NECESSARY
Motion to approve/disapprove Financial Report
Second. Vote.

9 Insert Administration Report

COMMISSION ACTION NECESSARY
None – Information Only

10 N/A Commissioners Reports

Commissioner Hendry
Commissioner Stevens
Commissioner Griesi
Commissioner Webb
Commissioner Chitty

COMMISSION ACTION NECESSARY
None – Information Only

NEXT COMMISSION MEETING IS OCTOBER 24th 2023, @ 6:00PM.

**RESOLUTION NO. 2023-05
APPEALS HEARING**

WHEREAS, THE PARRISH FIRE DISTRICT, in accordance with the provisions of Section 5, Chapter 2004-400, as amended, must review, adjust, correct and certify the fire assessment levied against every parcel of property within the District; and,

WHEREAS, the Board of Fire Commissioners did adopt Resolution No. 2023-01 on April 25, 2023, specifying the rate of assessment to be applied to all taxable property for the 2023-24 tax year; and

WHEREAS, the District has received from the Manatee County Property Appraiser a fire assessment roll for the 2023-24 tax year and subsequently checked it and noted any necessary corrections and/or adjustments; and,

WHEREAS, a properly advertised public hearing was held on September 26, 2023; to hear appeals from any property owner in the District with respect to the method of calculation or the amount of fire assessment levied against a parcel of land within the District;

NOW THEREFORE BE IT RESOLVED that the Board of Fire Commissioners of the PARRISH FIRE DISTRICT did receive and consider the following fire assessment appeals and have notified all parties in writing of the reasons for granting or denying each.

<u>PARCEL NO.</u>	<u>OWNER</u>	<u>FIRE ASSESSMENT</u>	
		<u>CURRENT</u>	<u>ADJUSTED</u>

BE IT FURTHER RESOLVED that the Board of Fire Commissioners, with the adjustments contained herein, hereby certifies the fire assessment levy for each parcel of property within the PARRISH FIRE DISTRICT and hereby directs the Manatee County Property Appraiser to place such fire assessment levies on the 2020/21 Manatee County tax roll.

Adopted this 26th day of September 2023, on motion at a regular scheduled meeting.

VICE-CHAIRMAN

ATTEST:

SECRETARY

PARRISH FIRE DISTRICT

Budget vs. Actual

October 2022 through August 2023

	Oct '22 - Aug 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4110 - Tax Revenue	3,255,440.27	3,164,135.42	91,304.85
4310 - Miscellaneous Income	122,342.41	20,000.00	102,342.41
4315 - Grant Revenue	3,144.38		
4410 - User's Fee	5,041.68	4,000.00	1,041.68
Total Income	3,385,968.74	3,188,135.42	197,833.32
Gross Profit	3,385,968.74	3,188,135.42	197,833.32
Expense			
7100 - Salaries & Overtime	1,668,372.16	1,864,992.00	-196,619.84
7130 - 941 Taxes	125,378.42	142,671.00	-17,292.58
7150 - Employee Retirement	423,628.13	448,440.00	-24,811.87
7180 - Accounting & Bk Chgs	35.00	0.00	35.00
7190 - Capital Expenditures	35,360.81	30,000.00	5,360.81
7192 - Debt Service Engine	29,992.09	30,000.00	-7.91
7210 - Commissioners' Honorari...	9,000.00	12,000.00	-3,000.00
7250 - Communications	18,662.85	17,000.00	1,662.85
7270 - Dues & Licenses	20,421.08	23,000.00	-2,578.92
7310 - Fire Prevention	4,678.26	6,000.00	-1,321.74
7360 - Gas, Diesel & Oil	23,367.39	20,000.00	3,367.39
7410 - Insurance			
7411 - Dental	6,147.68	7,500.00	-1,352.32
7412 - Health	182,703.16	200,000.00	-17,296.84
7413 - Liability	61,646.98	75,000.00	-13,353.02
7414 - Workman's Comp.	69,444.00	78,000.00	-8,556.00
Total 7410 - Insurance	319,941.82	360,500.00	-40,558.18
7450 - Medical Supplies	2,442.96	5,500.00	-3,057.04
7460 - Medical Testing	6,300.00	12,000.00	-5,700.00
7500 - Household Supplies	3,161.77	4,000.00	-838.23
7510 - Miscellaneous Supplies	4,962.41	5,000.00	-37.59
7570 - Printing & Office	5,868.52	5,000.00	868.52
7610 - Professional Services/Legal	79,292.81	85,000.00	-5,707.19
7620 - R & M-Equipment	10,413.10	10,000.00	413.10
7630 - R & M-Radios	8,948.87	11,000.00	-2,051.13
7640 - R & M-Station			
7641 - R & M Station 1	7,157.83	10,000.00	-2,842.17
7642 - R & M Station 2	1,398.10		
Total 7640 - R & M-Station	8,555.93	10,000.00	-1,444.07
7650 - R & M-Vehicles	28,528.79	25,000.00	3,528.79
7690 - Refund	0.00	500.00	-500.00
7710 - Fire Equipment & Tools	5,377.81	5,000.00	377.81
7730 - Training & Education	15,279.67	10,000.00	5,279.67
7740 - Travel	357.44	500.00	-142.56
7760 - Uniforms & Gear	14,490.61	11,000.00	3,490.61
7810 - Utilities			
7811 - Utilities Water Station 1	2,997.57	3,500.00	-502.43
7812 - Utilities Electric Station 1	8,951.19	9,000.00	-48.81
7813 - Utilities Water Station 2	1,322.82	1,000.00	322.82
7814 - Utilities Electric Station 2	2,181.30	1,500.00	681.30
Total 7810 - Utilities	15,452.88	15,000.00	452.88
Total Expense	2,888,271.58	3,169,103.00	-280,831.42
Net Ordinary Income	497,697.16	19,032.42	478,664.74
Other Income/Expense			
Other Income			
1070 - Debt Sinking Fund Station 2	482,995.04	482,995.04	0.00
Total Other Income	482,995.04	482,995.04	0.00
Other Expense			
7195 - Station 2 Capital Expenditur...	4,467,872.33	4,485,496.02	-17,623.69
Total Other Expense	4,467,872.33	4,485,496.02	-17,623.69
Net Other Income	-3,984,877.29	-4,002,500.98	17,623.69
Net Income	-3,487,180.13	-3,983,468.56	496,288.43

PARRISH FIRE DISTRICT-IFF
Budget vs. Actual
 October 2022 through August 2023

	<u>Oct '22 - Aug 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
5110 · Impact Fees Collected	604,647.20	475,000.00	129,647.20
5210 · Interest IFF	0.00		
5310 · Misc. Income	0.00	0.00	0.00
Total Income	<u>604,647.20</u>	<u>475,000.00</u>	<u>129,647.20</u>
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00		
Total COGS	<u>0.00</u>		
Gross Profit	<u>604,647.20</u>	<u>475,000.00</u>	<u>129,647.20</u>
Expense			
1160 · Pre Paid Expenses	0.00		
66000 · Payroll Expenses	0.00		
9000 · Due other Funds	0.00		
9120 · Architect	0.00		
9130 · Attorney	8,000.00	10,000.00	-2,000.00
9140 · Bank charges	35.00		
9210 · Loan	0.00		
9250 · Loan Interest	0.00		
9300 · Capital Expenditures	203,665.80	200,000.00	3,665.80
9410 · Engineer	0.00		
9470 · Refund of IFF	0.00		
9480 · Station 2	311,616.69	125,000.00	186,616.69
Total Expense	<u>523,317.49</u>	<u>335,000.00</u>	<u>188,317.49</u>
Net Ordinary Income	<u>81,329.71</u>	<u>140,000.00</u>	<u>-58,670.29</u>
Other Income/Expense			
Other Income	0.00	0.00	0.00
Other Expense			
9200 · Transfer Out of Impact	482,995.04	483,000.00	-4.96
Total Other Expense	<u>482,995.04</u>	<u>483,000.00</u>	<u>-4.96</u>
Net Other Income	<u>-482,995.04</u>	<u>-483,000.00</u>	<u>4.96</u>
Net Income	<u><u>-401,665.33</u></u>	<u><u>-343,000.00</u></u>	<u><u>-58,665.33</u></u>