

Iona McGregor Fire District Board of Fire Commissioners Meeting  
April 17, 2019  
6:00 PM

Meeting call to order at 6:00 p.m.

Roll Call of Commissioners

Present are: Commissioner Louwers, Commissioner Langford, Commissioner Andersen, Commissioner Barbosa, and Commissioner Walker.

Opening Prayer and Pledge of Allegiance observed

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items – none

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – March 20, 2019

A revision to page 2, paragraph 3 was presented to Board prior to meeting. Attorney Pringle addressed the revision stating it was his recommendation to better reflect the approved motion. Revision language changes are:

“Following discussion, motion (5622) to approve the second addendum of Chief’s employment agreement with ~~provisions~~ revisions described ~~and with salary structure as in~~ by Attorney Pringle Exhibit A; and authorize the Chair to sign was made by Commissioner Walker, second Commissioner Barbosa.”

**Motion** (5627) to approve minutes as revised made by Commissioner Andersen, second Commissioner Langford... carried.

2) Financial Report – March 2019

Commissioner Walker inquired several items in the financial report including payment of \$25,598 to all Phase Electric to which CFO Winzenread informed that this was final payment for generator – the total bill was \$67,744; Target Solutions payment is the license renewal of our training software as described by Division Chief Aquil. Mark explained the quarterly debt services payment as part of a seven-year lease purchase payoff for Station 75, adding that we are in the seventh year. CFO Winzenread informed that the Bank United money market was used to set up initially and looking to purchase CD’s at a later date for excess funds. Commissioner Walker questioned if could purchase CD on open market, yes as long as within guidelines of statute responded Mr. Pringle. Commissioner Louwers questioned the interest on investments on summary page. Interest is mid loaded as we do not receive funds until December and work off last year’s funds, replied Mark. Following review and discussion, a **motion** (5628) to approve Financial Report was made by Commissioner Louwers with second offered by Commissioner Andersen ... carried. See pages 3 – 5 to review approved financials.

3) Surplus Items

Chief described the items we are wishing to have deemed as surplus and indicated that he wishes to donate the Pierce Telesquirt to the Fire Academy, adding that we have received donated training from academy in past from previous donations. Commissioner Louwers stated that \$15,000 seems a bit low for value of vehicle. Chief informed that he had contacted broker of used fire equipment who looked at and vehicle and declined any amount stating there is a

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multitude of those apparatus. We placed apparatus on broker website for approximately 6 months with no interest. Commissioner Louwers would like Chief to get as much in service as possible for vehicle donation. **Motion** (5629) to deem items submitted as surplus and authorize Chief to dispose of in accordance with Chapter 274 of the Florida Statute, including donation of apparatus to Fire Academy made by Commissioner Louwers, second by Commissioner Andersen ... carried.

4) Executive Report

Executive report was sent in advance. Chief informed Board that in addition to report, a promotional Lieutenant testing was completed with Pete Marrero being promoted. He added that with DC Guzman being reassigned to Training, the DC Logistics process is on-going. Application deadline is April 19<sup>th</sup> for DC Logistics position. Being a month out from June 1<sup>st</sup>, Chief stated that he would like to have an educational budget workshop prior to next meeting. **Motion** (5630) to schedule Budget Workshop for May 15, 2019 at beginning at 5:00 p.m. was made by Commissioner Barbosa with second offered by Commissioner Louwers... carried. Following scheduling of workshop, Commissioner Walker made **motion** (5631) to accept Executive Report, second by Commissioner Andersen... carried.

Attorney Report

Mr. Pringle stated that he was available for any questions.

5) DVP Reports – Districts 7 & 25 –

District 7 DVP Tansey informed that all is good, District 25 DVP not present.

Public Input on Non-Business Agenda Items –

Tracy McMillion thanked all for opportunity to work here for 16 years and leave with great memories. Admonish to keep doing what you're doing, promoting education, training, etc. Following Tracy's comments, Chief Howard presented former Division Chief McMillion with a recognition plaque for his 16 years of service.

Commissioner Comments – none

Adjournment

Motion to adjourn meeting made by Commissioner Lowers, second Commissioner Andersen ... carried.

Meeting adjourned at 6:32 p.m.

Approved \_\_\_\_\_

Print Name \_\_\_\_\_

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT  
FINANCIAL REPORT NOTES  
BALANCE SHEET AND STATEMENTS OF REVENUES AND EXPENDITURES  
(UNAUDITED)**

**For the six Months Ended March 31, 2019**

**Notable items on the Balance Sheet:**

Cash and Investments

The rates of return on surplus funds for the month of March are as follows:

- 2.65% - SBA (Florida PRIME Local Government Investment Pool)
- 1.884% - BankUnited
- 2.39% - Fifth Third Bank

Liabilities

Liabilities totaling \$19,750 consist of amounts withheld from employees' pay for required retirement contributions.

**Notable items on the Statements of Revenues and Expenditures:**

Revenues

- Received approximately \$329,000 in ad valorem tax revenues during the month of March. To date the District has received approximately 93% of the annual budgeted total.
- Received quarterly payment for the space rented to Lee Co. EMS - \$8,363.
- Interest on invested surplus funds totaled \$35,282 for the month of March.

Expenditures

Notable expenditures for the month of March include:

- Final payment for replacement of generator for Station #73 - \$25,598
- Annual renewal of Target Solutions training software license - \$9,855
- Purchased battery powered extrication tools for new apparatus - \$54,430
- Progress payment #3 for 2018 financial and compliance audit - \$15,000
- Replace door at Station #73 - \$4,037
- 2nd quarterly debt service payment for Station #75 refinance - \$66,497

Total expenditures reflect 45.74% of budget and are within expected ranges.

IONA MCGREGOR FIRE DISTRICT (IMF)

**ASSETS**

**CASH**

Operating Account - BankUnited  
Petty Cash

\$ 911,831.79  
100.00

**Total CASH:**

911,931.79

**INVESTMENTS**

Investments - SBA  
Money Market - BankUnited  
Investments - 5/3 Bank

13,205,374.02  
2,152,241.02  
532,594.33

**Total INVESTMENTS:**

15,890,209.37

**ACCOUNTS RECEIVABLE**

Accounts Receivable

1,646.57

**Total ACCOUNTS RECEIVABLE:**

1,646.57

**Total ASSETS:**

\$ 16,803,787.73

**LIABILITIES**

FRS - Employee Contribution - ADMIN  
FRS - Employee Contribution - OPS

3,517.23  
16,233.03

**Total LIABILITIES:**

19,750.26

**EQUITY**

Retained Earnings-Current Year  
Prior Year Revenues Over/(Under) Expenditures  
Fund Balance

9,073,128.73  
776,646.20  
6,934,262.54

**Total EQUITY:**

16,784,037.47

**Total LIABILITIES & EQUITY:**

\$ 16,803,787.73

**IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT**  
**SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND**  
**For the Six Months Ended March 31, 2019 (Unaudited)**

Revenues	Amended		Variance	
	Budget	Actual	\$	%
Cash Carry Forward	\$ 7,362,557			
Ad valorem taxes	19,620,023	\$ 18,215,321	\$ (1,404,702)	92.84%
Permits, Fees & Special Assessments	75,000	19,918	(55,082)	26.56%
Intergovernmental	47,040	-	(47,040)	0.00%
Charges for services	55,000	40,295	(14,705)	73.26%
Miscellaneous	227,000	198,778	(28,222)	87.57%
Proceeds from debt	-	-	-	N/A
<b>Total Revenues</b>	<b>20,024,063</b>	<b>18,474,312</b>	<b>(1,549,751)</b>	<b>92.26%</b>
Total revenues and cash carry forward	<u>27,386,620</u>			
<b>Expenditures</b>				
Personnel services				
Salaries	10,338,780	4,872,994	5,465,786	47.13%
Benefits	5,513,428	2,772,399	2,741,029	50.28%
Operating Expenditures				
Professional and contractual	762,222	500,233	261,989	65.63%
Travel	84,050	21,640	62,410	25.75%
Communications & freight	133,850	60,905	72,945	45.50%
Utilities, equipment rental, and insurance	289,603	167,829	121,774	57.95%
Repairs and maintenance	578,013	225,068	352,945	38.94%
Other operational and administrative	463,362	230,513	232,849	49.75%
Supplies, tools & small equipment	394,809	157,092	237,717	39.79%
Education and training	112,940	34,598	78,342	30.63%
Capital expenditures	1,426,886	84,082	1,342,804	5.89%
Debt service	456,850	273,832	183,018	59.94%
<b>Total Expenditures</b>	<b>20,554,793</b>	<b>9,401,183</b>	<b>11,153,610</b>	<b>45.74%</b>
Revenues over/(under) expenditures	<u>(530,730)</u>	<u>\$ 9,073,129</u>	<u>\$ 9,603,859</u>	
Fund Balance/Cash Carry Forward	<u>6,831,827</u>			
Total expenditures and reserves	<u>\$ 27,386,620</u>			

	MARCH	FEBRUARY
Cash Balances		
BB&T - Operating	\$ 0	\$ 95
BankUnited - Operating	911,832	942,966
Petty Cash	100	100
	<u>911,932</u>	<u>943,161</u>
Investments		
General - SBA - Fund A	13,205,374	13,425,561
BankUnited Money Market	2,152,241	2,894,635
5/3 Bank	532,594	598,024
	<u>15,890,209</u>	<u>16,918,221</u>
Total Cash and Investments	<u>\$ 16,802,141</u>	<u>\$ 17,861,382</u>

Submitted for approval on April 17, 2019

Approved By: \_\_\_\_\_

(Signature)