

Iona McGregor Fire District Board of Fire Commissioner
February 19, 2020
6:00 PM

Opening Prayer and Pledge of Allegiance observed prior to meeting being called to order.

Meeting called to order at 6:00 pm

Roll Call of Commissioners – Present are Commissioner Louwers, Secretary Andersen, Vice Chair Barbosa, and Chair Walker. Treasurer Langford is absent excused.

Amendments to the Meeting Agenda – none

Public Input on Business Agenda Items – no public present

Business Agenda Items (Agenda Items Requiring Action)

1) Meeting Minutes – January 15, 2020

Motion (5692) to approve January 15, 2020 minutes made by Commissioner Andersen, second Commissioner Barbosa... carried.

2) Financial Report – January 2020

CFO stated final installment on air pack lease was made. Commissioner Walker questioned the life of air packs; 10 years responded DC Hernden. Chief added that it is on capital replacement schedule. Following discussion, **motion** (5693) to approve January 2020 Financial reports as presented made by Commissioner Walker, second Commissioner Barbosa... carried.

3) Codification Resolution (For Discussion Only)

Attorney Pringle addressed the progress of item for the board. He passed out an updated version of the codification resolution. Chief, staff and attorney need to review last two years prior to project completion. He described section 5 as the third-party agreements to remain are reaffirmed and attached. Following brief summary of resolution draft and plan, no action taken. Walker asked if would be done prior to term being over? Yes, responded Mr. Pringle.

4) Closing of 5/3 Depository Account

CFO Winzenread stated that we no longer have need to have account open as capital lease has been paid off. Interest rates are low and recommend closing and moving funds to the existing Florida Prime account. **Motion** (5694) to approve the closing of 5th third depository account and authorize Chief and CFO Winzenread to execute termination made by Commissioner Barbosa, second Commissioner Andersen... carried.

5) Surplus Items

CFO Winzenread submitted additional listing to be included with previous inventory listing wishing to have deemed surplus. **Motion** (5695) to deem inventory items presented as surplus and allow Chief to dispose of in accordance with FS 274.06 was offered by Commissioner Louwers with second from Commissioner Barbosa... carried.

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6) Technical Advisor Program

Assistant Chief Comer addressed the item that was brought up at last month's meeting. The line item of other professional services currently contains the funds required for this program. Following discussion of the process, a **motion** (5696) to approve the contracting with the TAP program for facilitation of the total self-assessment accreditation documentation as submitted for an amount of \$72,400 and authorize Chief to enter into professional services agreement and approve scope of work was made by Commissioner Louwers, second Commissioner Andersen. Chair called for a voice vote which resulted in:

- Commissioner Louwers – yes
- Commissioner Andersen – yes
- Commissioner Barbosa – aye
- Commissioner Walker - yes

7) Advance Distribution of Reports

Chief addressed this item as standardizing the packets and Commissioner Louwers explained his reasoning and thoughts. Attorney Pringle noted that this would amend the meeting policy. Following, **motion** (5697) to have all reports included in packet presented prior to meeting made by Commissioner Louwers, second Commissioner Barbosa... carried.

8) Executive Report

How many attended open house questioned Commissioner Walker. Chief replied approximately 600. **Motion** (5698) to accept Executive report made by Commissioner Walker, second Commissioner Barbosa... carried.

9) Attorney Report

Nothing to add.

10) DVP Reports – Districts 7 & 25

District 7 – none

District 25 – none

Public Input on Non-Business Agenda Items

Commissioner Comments – none

Adjournment

Motion to adjourn meeting made by Commissioner Louwers with second from Commissioner Andersen... carried.

Meeting adjourned at 6:40 pm.

Approved by: _____

Print Name: _____

IONA MCGREGOR FIRE DISTRICT (IMF)

ASSETS

CASH

Operating Account - BankUnited
Petty Cash

\$ 782,523.99
100.00

Total CASH:

782,623.99

INVESTMENTS

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

16,596,730.00
2,002,542.51
407,069.65

Total INVESTMENTS:

19,006,342.16

Total ASSETS:

\$ 19,788,966.15

LIABILITIES

LIABILITIES AND OTHER CREDITS

Accounts Payable

258.76

Total LIABILITIES AND OTHER CREDITS:

258.76

ACCRUED EXPENSES

FRS - Employee Contribution - ADMIN
FRS - Employee Contribution - OPS
Voluntary Life Insurance - Principal Group

4,265.10
16,866.30
0.10

Total ACCRUED EXPENSES:

21,131.50

Total LIABILITIES:

21,390.26

EQUITY

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

10,022,747.97
2,033,919.18
7,710,908.74

Total EQUITY:

19,767,575.89

Total LIABILITIES & EQUITY:

\$ 19,788,966.15

IONA MCGREGOR FIRE PROTECTION AND RESCUE SERVICE DISTRICT
SUMMARY STATEMENT OF ACTIVITIES - GENERAL FUND
For the Four Months Ended January 31, 2020 (Unaudited)

Revenues	Amended		Variance	
	Budget	Actual	\$	%
Cash Carry Forward	\$ 9,606,935			
Ad valorem taxes	19,878,190	\$ 17,633,640	\$ (2,244,550)	88.71%
Permits, Fees & Special Assessments	95,000	31,066	(63,934)	32.70%
Intergovernmental	59,160	-	(59,160)	0.00%
Charges for services	51,000	14,890	(36,110)	29.20%
Interest Check/Demand Accounts	270,000	68,917	(201,083)	25.52%
Miscellaneous	53,453	42,216	(11,237)	78.98%
Proceeds from debt	-	-	-	N/A
Total Revenues	20,406,803	17,790,729	(2,616,075)	87.18%
Total revenues and cash carry forward	<u>30,013,738</u>			
Expenditures				
Personnel services				
Salaries	10,529,757	3,294,096	7,235,661	31.28%
Benefits	5,676,405	2,038,563	3,637,842	35.91%
Operating Expenditures				
Professional and contractual	743,213	447,134	296,079	60.16%
Travel	106,475	21,006	85,469	19.73%
Communications & freight	143,320	36,233	107,087	25.28%
Utilities, equipment rental, and insurance	281,507	120,159	161,348	42.68%
Repairs and maintenance	694,143	154,720	539,423	22.29%
Other operational and administrative	321,320	59,732	261,588	18.59%
Supplies, tools & small equipment	387,370	134,119	253,251	34.62%
Education and training	133,150	36,549	96,601	27.45%
Capital expenditures	2,104,296	1,338,407	765,889	63.60%
Debt service	162,295	87,262	75,033	53.77%
Total Expenditures	21,283,251	7,767,980	13,515,271	36.50%
Revenues over/(under) expenditures	<u>(876,448)</u>	<u>\$ 10,022,748</u>	<u>\$ 10,899,196</u>	
Fund Balance/Cash Carry Forward	<u>8,730,487</u>			
Total expenditures and reserves	<u>\$ 30,013,738</u>			
		<u>JANUARY</u>	<u>DECEMBER</u>	
Cash Balances				
BankUnited - Operating		\$ 782,524	\$ 502,123	
Petty Cash		100	100	
		<u>782,624</u>	<u>502,223</u>	
Investments				
General - SBA - Fund A		16,596,730	17,068,550	
BankUnited Money Market		2,002,543	3,279,127	
5/3 Bank		407,070	406,532	
		<u>19,006,342</u>	<u>20,754,209</u>	
Total Cash and Investments		<u>\$ 19,788,966</u>	<u>\$ 21,256,432</u>	

Submitted for approval on February 19, 2020

Approved By: _____

(Signature)