

## **AGENDA**

# **PARRISH FIRE DISTRICT**

**May 23, 2023 – 6:00p.m.**

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Minutes of meeting for April 25, 2023**
- 4. Public Comment**
- 5. Fiscal Audit 2021-22**
- 6. Performance Review Audit by BJM CPA**
- 7. 5-ton truck – Lease agreement**
- 8. 5-year Plan**
- 9. Financial Report**
- 10. Administration Report**
- 11. Commissioners Report:**

**Commissioner Hendry  
Commissioner Stevens  
Commissioner Griesi  
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)

April 25, 2023

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, April 25, 2023, at 6:00 P.M. in the Commission Chamber.

Present were	Edward G. Chitty	Chairman – joined 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

Vice-Chairman Webb opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held March 28, 2023, were approved on a motion by Commissioner Griesi, seconded by Commissioner Webb, and carried by a vote of 4-0.

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

Vice-Chairman Webb opened the public hearing for Fire Assessments Rates public hearing, no one from the public signed up to speak. A motion was made to close the public hearing by Commissioner Stevens, seconded by Commissioner Griesi, and carried by a vote of 4-0. Commissioner Stevens made a motion to approve Resolution 2023-01 with a 6.7% increase, seconded by Commissioner Chitty, and carried by a vote of 4-0.

The financial report for month ending March 2023 was presented. Chief Bailey indicated that we have received most of the general fund revenue, \$3,127,896.87 with \$36,238.55 left to collect. Impact fee revenue is currently at \$339,146.00 with \$135,854.00 still left to collect. The financial report was approved on a motion by Commissioner Griesi, seconded by Commissioner Webb and carried by a vote of 4-0.

In the administration report, Chief Bailey brought up many different items, and projects under way by Staff, & local events that everyone has covered. Commissioner Stevens asked Chief where we are at with the grant Chief advised at this time we are at 1 million coming to us, but it hasn't been finalized.

#### Commissioners Reports

**Commissioner Stevens** – Great turnout for St. 2 Grand Opening, says people are already talking about St.3.

**Commissioner Griesi** – Thanked everyone for a job well done with St. 2 Grand Opening, it was a great turnout today.

**Commissioner Webb** – Agreed with everyone on a great turn out today for St. 2, job well done by all.

**Chairman Chitty** – Job well done by everyone, wished I could have been there today for the Grand Opening, can't wait to see the Station. Asked Chief about putting the gate at the end of the dirt drive, Chief is still working on different options.

Commissioner Chitty motioned to adjourn the meeting, seconded by Commissioner Webb, and carried by a vote of 4-0. Meeting adjourned at 6:20 P.M.

\_\_\_\_\_  
CHAIRMAN

ATTEST:

\_\_\_\_\_  
SECRETARY

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3

N/A

Minutes of April 25, 2023

COMMISSION ACTION NECESSARY

**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

Insert

**Fiscal Audit 2021-22**

COMMISSION ACTION NECESSARY

**Motion to approve/disapprove Fiscal Audit 2021-22  
Second, Vote**

6

Insert

**Independent Special District Performance Review Audit**

This is a mandatory audit, that was required by the state to be done on all Special District. This audit is for the purpose of reviewing procedures, of the District and recommending if some areas need changing.

COMMISSION ACTION NECESSARY

**Motion to approve/disapprove Performance Audit by BJM  
Second, Vote.**

7

Insert

**5-ton truck – Lease agreement with Forestry**

COMMISSION ACTION NECESSARY

**Motion to approve/disapprove the lease agreement for a  
5-ton truck  
Second, Vote.**

8

Insert

**5 – year Plan**

COMMISSION ACTION NECESSARY

**Motion to approve/disapprove 5-year plan  
Second, Vote.**

- 8            1-3            Financial Report – April 2023  
  
*COMMISSION ACTION NECESSARY*  
**Motion to approve/disapprove Financial Report  
Second, Vote.**
- 9            N/A            Administration Report:  
  
*COMMISSION ACTION NECESSARY*  
**None - Information Only**
- 10           N/A            Commissioners Report:  
  
Commissioner Hendry  
Commissioner Stevens  
Commissioner Griesi  
Commissioner Webb  
  
Chairman's Report  
  
Commissioner Chitty

**NEXT COMMISSION MEETING IS June 27, 2023**

05/18/23

**PARRISH FIRE DISTRICT**  
**Budget vs. Actual**  
**October 2022 through April 2023**

	<u>Oct '22 - Apr 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4110 · Tax Revenue	3,194,494.33	3,164,135.42	30,358.91
4310 · Miscellaneous Income	114,982.41	20,000.00	94,982.41
4410 · User's Fee	3,311.18	4,000.00	-688.82
<b>Total Income</b>	<u>3,312,787.92</u>	<u>3,188,135.42</u>	<u>124,652.50</u>
<b>Gross Profit</b>	3,312,787.92	3,188,135.42	124,652.50
<b>Expense</b>			
7100 · Salaries & Overtime	1,036,236.94	1,864,992.00	-828,755.06
7130 · 941 Taxes	77,847.00	142,671.00	-64,824.00
7150 · Employee Retirement	219,823.89	448,440.00	-228,616.11
7180 · Accounting & Bk Chgs	35.00	0.00	35.00
7190 · Capital Expenditures	25,433.94	30,000.00	-4,566.06
7192 · Debt Service Engine	0.00	30,000.00	-30,000.00
7210 · Commissioners' Honorari...	6,000.00	12,000.00	-6,000.00
7250 · Communications	10,597.68	17,000.00	-6,402.32
7270 · Dues & Licenses	17,202.25	23,000.00	-5,797.75
7310 · Fire Prevention	4,016.15	6,000.00	-1,983.85
7360 · Gas, Diesel & Oil	13,896.10	20,000.00	-6,103.90
7410 · Insurance			
7411 · Dental	3,708.32	7,500.00	-3,791.68
7412 · Health	134,660.62	200,000.00	-65,339.38
7413 · Liability	40,848.74	75,000.00	-34,151.26
7414 · Workman's Comp.	57,610.00	78,000.00	-20,390.00
<b>Total 7410 · Insurance</b>	<u>236,827.68</u>	<u>360,500.00</u>	<u>-123,672.32</u>
7450 · Medical Supplies	1,026.43	5,500.00	-4,473.57
7460 · Medical Testing	6,300.00	12,000.00	-5,700.00
7500 · Household Supplies	1,661.03	4,000.00	-2,338.97
7510 · Miscellaneous Supplies	4,992.67	5,000.00	-7.33
7570 · Printing & Office	4,331.10	5,000.00	-668.90
7610 · Professional Services/Le...	22,764.75	85,000.00	-62,235.25
7620 · R & M-Equipment	6,001.89	10,000.00	-3,998.11
7630 · R & M-Radios	7,754.30	11,000.00	-3,245.70
7640 · R & M-Station	4,973.67	10,000.00	-5,026.33
7650 · R & M-Vehicles	14,897.13	25,000.00	-10,102.87
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	5,718.53	5,000.00	718.53
7730 · Training & Education	9,209.56	10,000.00	-790.44

05/18/23

**PARRISH FIRE DISTRICT**  
**Budget vs. Actual**  
**October 2022 through April 2023**

	<u>Oct '22 - Apr 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
7740 · Travel	340.94	500.00	-159.06
7760 · Uniforms & Gear	3,635.03	11,000.00	-7,364.97
7810 · Utilities			
7811 · Utilities Water Station 1	1,932.99	3,000.00	-1,067.01
7813 · Utilities Electric Station 1	5,184.91	10,000.00	-4,815.09
7814 · Utilities Water Station 2	0.00	500.00	-500.00
7815 · Utilities Electric Station 2	0.00	1,500.00	-1,500.00
<b>Total 7810 · Utilities</b>	<u>7,117.90</u>	<u>15,000.00</u>	<u>-7,882.10</u>
<b>Total Expense</b>	<u>1,748,641.56</u>	<u>3,169,103.00</u>	<u>-1,420,461.44</u>
<b>Net Ordinary Income</b>	1,564,146.36	19,032.42	1,545,113.94
<b>Other Income/Expense</b>			
<b>Other Income</b>			
1070 · Debt Sinking Fund Station 2	482,995.04	0.00	482,995.04
<b>Total Other Income</b>	482,995.04	0.00	482,995.04
<b>Other Expense</b>			
7195 · Station 2 Capital Expenditu...	3,921,778.50	0.00	3,921,778.50
<b>Total Other Expense</b>	<u>3,921,778.50</u>	<u>0.00</u>	<u>3,921,778.50</u>
<b>Net Other Income</b>	<u>-3,438,783.46</u>	<u>0.00</u>	<u>-3,438,783.46</u>
<b>Net Income</b>	<u><u>-1,874,637.10</u></u>	<u><u>19,032.42</u></u>	<u><u>-1,893,669.52</u></u>

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

	<u>Oct '22 - Apr 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
5110 · Impact Fees Collected	271,691.25	475,000.00	-203,308.75
5210 · Interest IFF	0.00		
5310 · Misc. Income	0.00	0.00	0.00
<b>Total Income</b>	<u>271,691.25</u>	<u>475,000.00</u>	<u>-203,308.75</u>
<b>Cost of Goods Sold</b>			
50000 · Cost of Goods Sold	0.00		
<b>Total COGS</b>	<u>0.00</u>		
<b>Gross Profit</b>	<u>271,691.25</u>	<u>475,000.00</u>	<u>-203,308.75</u>
<b>Expense</b>			
1160 · Pre Paid Expenses	0.00		
66000 · Payroll Expenses	0.00		
9000 · Due other Funds	0.00		
9120 · Architect	0.00		
9130 · Attorney	4,000.00	10,000.00	-6,000.00
9140 · Bank charges	0.00		
9210 · Loan	0.00		
9250 · Loan Interest	0.00		
9300 · Capital Expenditures	120,591.63	325,000.00	-204,408.37
9410 · Engineer	0.00		
9470 · Refund of IFF	0.00		
9480 · Station 2	484,943.13	483,000.00	1,943.13
<b>Total Expense</b>	<u>609,534.76</u>	<u>818,000.00</u>	<u>-208,465.24</u>
<b>Net Ordinary Income</b>	<u>-337,843.51</u>	<u>-343,000.00</u>	<u>5,156.49</u>
<b>Other Income/Expense</b>			
Other Income	0.00	0.00	0.00
Other Expense			
9200 · Transfer Out of Impact	0.00		
<b>Total Other Expense</b>	<u>0.00</u>		
<b>Net Other Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Income</b>	<u><u>-337,843.51</u></u>	<u><u>-343,000.00</u></u>	<u><u>5,156.49</u></u>