

AGENDA

PARRISH FIRE DISTRICT

October 22, 2024 – 6:00p.m.

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Minutes of meeting for September 24, 2024**
- 4. Minutes of Emergency meeting for Hurricane Milton**
- 5. Public Comment**
- 6. Resolution 2024-08 Budget Amendments**
- 7. Financial Report**
- 8. Administration Report**

Commissioner's Report:

**Commissioner Ramsey
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)

September 24, 2024

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, September 24, 2024, at 6:00 P.M. in the Commission Chamber.

Present were	Edward G. Chitty	Chairman
	Kevin L. Webb	Vice-Chairman
	John Z. Griesi	Commissioner
	Edward W. Stevens	Commissioner
	Sawyer L. Ramsey	Commissioner
	Stacey S. Bailey	Fire Chief

Chairman Chitty opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held August 27, 2024, were approved on a motion by Commissioner Webb, seconded by Commissioner Stevens and carried by a vote of 5-0.

Chairman Chitty called for public comment, there was no one signed up to speak to the board.

Chairman Chitty opened the public hearing to hear tax appeals from property owners with respect to the method of calculation or the amount levied against a parcel of land within the district. 0 people signed up to speak. Commissioner Webb made a motion to close the public hearing, seconded by Commissioner Stevens and carried by a vote of 5-0.

Chief Bailey presented Resolution 2024-05; "Appeals Hearing" and was approved on a motion by Commissioner Griesi, seconded by Commissioner Ramsey and carried by a vote of 5-0.

Chief Bailey presented the proposed budget for Fiscal year 2024-25, after some discussion on the budget Commissioner Ramsey made a motion to approve the proposed budget for 2024-25, seconded by Commissioner Griesi and carried a vote of 5-0.

Chief Bailey recommended to the board to approve Resolution 2024-04 which approves the 2024-25 Fiscal Budget, Commissioner Stevens made a motion to approve Resolution 2024-04, seconded by Commissioner Griesi and carried by a vote of 5-0.

Chief Bailey presented the financial report for month ending August 31, 2024. Chief Bailey indicated we collected everything, you will see it shows that we are still \$34,869.33 left to collect, that was a mess up on the tax roll, a property was charged \$33,967.00 in error by the county, it should have been \$339.67 and the mortgage company already paid the bill, so the Parrish Fire District had to reimburse the homeowner back. Impact Fee we have collected \$722,961.00 as of this fiscal year. Commissioner Stevens made a motion to approve the Financial Report for August 31, 2024, seconded by Commissioner Griesi and carried by a vote of 5-0.

In the administration report, Chief Bailey had several items he went over. Due to Hurricane Helene threatening the state of Florida, Chief Bailey advised the board it would a good thing to go ahead and declare state of emergency for the Fire District. Commissioner Webb made a motion to approve Resolution 2024-06, seconded by Commissioner Stevens and carried by a vote of 5-0.

Chairman Chitty called for Commissioners comments –

Commissioner Ramsey – Good job firefighters on the fire

Commissioner Stevens – Satisfied with everything going on, still has an issue with the new numbers on the trucks. I would like to see the numbers changed back to the 1400's. Commissioner Webb made a motion to change the numbers back to the 1400's, Commissioner Stevens seconded the motion. After much discussion, Commissioner Stevens retracted his second and tabled the motion to next month's meeting. Chairman Chitty advised the Chief he was to have a letter from the Radio shop telling the board when the switch over date would be for the radio channel

Commissioner Griesi – Nothing to say.

Commissioner Webb – I've got several things I'd like to discuss. Wants to talk about the employee under investigation, Chairman Chitty says I don't think we can discuss that right, cause it's an active investigation. I did an informal discussion with everybody and came up with stuff that makes me sick. But if you guys could go out, and talk to everybody, that would be the best thing, and you'll know for yourself. Commissioner Webb made a motion to place Chief Bailey on Administrative leave pending the outcome of the Investigation, no one seconded the motion, the motion dies. Commissioner Griesi, Commissioner Stevens, and Commissioner Ramsey asked what email Commissioner Webb was referring to, as none of them have seen it. They would like time to see this email and talk to the employees themselves. Chief Bailey recommends getting legal counsel involved so everyone is protected legally, Chairman Chitty agrees, Chief Bailey said he will get with legal staff and get everything set up. Commissioner Ramsey made a motion to have a special meeting on October 2, 2024 @ 9:00am. Seconded by Commissioner Webb and carried by a vote of 5-0. Commissioner Ramsey said we need to walk very carefully on this matter.

Chairman Chitty – Thanked the firefighters for a great job at the fire.

With no further business for the Board, Commissioner Stevens motioned to adjourn the meeting, seconded by Commissioner Ramsey, and carried by a vote of 5-0. Meeting adjourned at 6:43 P.M.

CHAIRMAN

ATTEST:

SECRETARY

October 7, 2024

The Board of Commissioners of the Parrish Fire District met in emergency session on Monday, October 7, 2024, at 1:00 P.M. in the Commission Chamber.

Present were	Edward G. Chitty	Chairman
	John Z. Griesi	Commissioner
	Sawyer L. Ramsey	Commissioner
	Edward W. Stevens	Commissioner
	Stacey S. Bailey	Fire Chief

Absent were	Kevin L. Webb	Vice-Chairman
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Chairman Chitty 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. 2024-07

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 Stevens to approve Resolution No. 2024-07, 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 1:19 pm.

CHAIRMAN

ATTEST:

SECRETARY

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – October 22, 2024

<u>AGENDA NUMBER</u>	<u>PAGE NUMBER</u>	
3	N/A	Minutes of September 24, 2024 <u>COMMISSION ACTION NECESSARY</u> Motion to approve minutes. Second. Vote
4	N/A	Minutes of October 7, 2024, Emergency Meeting Hurricane Milton <u>COMMISSION ACTION NECESSARY</u> 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	1	Resolution 2024-08 - Budget Adjustments for Fiscal Year 2023/24 Appropriation of funds to balance out categories that have overages. <u>COMMISSION ACTION NECESSARY</u> Motion to approve or disapprove Resolution 2023-06 Budget Adjustments. Second. Vote
7	2-4	Financial Report – September 2023 <u>COMMISSION ACTION NECESSARY</u> Motion to approve/disapprove Financial Report Second. Vote.
8	N/A	Administration Report <u>COMMISSION ACTION NECESSARY</u> None – Information Only

9

N/A

Commissioners Report

Commissioner Ramsey
Commissioner Stevens
Commissioner Griesi
Vice-Chairman Webb
Chairman Chitty

The Next Commission Meeting is November 26, 2024 @ 6:00pm.

RESOLUTION NO. 2024-08

A RESOLUTION OF THE PARRISH FIRE DISTRICT ADOPTING AMENDMENTS TO THE 2023/24 FISCAL YEAR BUDGET

WHEREAS, the Parrish Fire District had previously approved Resolution No. 2023-02 adopting the 2023/24 fiscal year budget.

WHEREAS, in accordance with Chapter 189.418(6)(c) F.S. all amendments to the budget must be adopted by resolution.

\$2,000,000.00 income coming into Unrestricted General Fund Reserve for the appropriation of expenditures in debt services 7542 Loan Principal St. 2, 7543 Loan Interest, & 7544 Loan Prepayment St. 2.

\$2,900.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7270 Dues & Licenses – Cost of new website, increase of programs dues.

\$2,300.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7310 Fire Prevention – Conferences, increase of cost on prevention items.

\$1,800.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7250 Communications – emails, air cards for new trucks, & cell phones

\$5,700.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7610 Professional Services / Legal – Strategic Planning

\$6,300.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7620 R & M Equipment – Hydraulic Ram Repaired.

\$1,300.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7650 R & M Vehicles – Trucks

\$2,400.00 from Unrestricted General Fund Reserve for the appropriation of expenditures within 7730 Training & Education – Classes for Firefighters

NOW THEREFORE BE IT RESOLVED that the Board of Fire Commissioners adopts these amendments to the 2022/23 fiscal year budget.

ADOPTED this 22nd day of October 2024, upon motion in regular session.

Chairman

ATTEST:

Secretary

10/17/24

PARRISH FIRE DISTRICT
Budget vs. Actual 2023-2024
October 2023 through September 2024

	<u>Oct '23 - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	3,840,968.55	3,875,825.22	-34,856.67
4210 · Interest Income	8,635.32		
4310 · Miscellaneous Income	26,992.08	20,000.00	6,992.08
4315 · Grant Revenue	2,012,638.75	0.00	2,012,638.75
4410 · User's Fee	14,283.85	4,000.00	10,283.85
9201 · IFF Transfer In for St 2 loan	482,995.04	483,000.00	-4.96
Total Income	<u>6,386,513.59</u>	<u>4,382,825.22</u>	<u>2,003,688.37</u>
Gross Profit	6,386,513.59	4,382,825.22	2,003,688.37
Expense			
7100 · Salaries & Overtime	2,132,474.66	2,168,330.00	-35,855.34
7130 · 941 Taxes	159,736.03	165,877.00	-6,140.97
7150 · Employee Retirement	638,041.28	650,497.00	-12,455.72
7180 · Accounting & Bk Chgs	388.36	0.00	388.36
7190 · Capital Expenditures	17,192.97	45,000.00	-27,807.03
7210 · Commissioners' Honorarium	30,000.00	30,000.00	0.00
7250 · Communications	23,717.67	22,000.00	1,717.67
7270 · Dues & Licenses	25,885.59	23,000.00	2,885.59
7310 · Fire Prevention	8,247.80	6,000.00	2,247.80
7360 · Gas, Diesel & Oil	28,572.68	28,000.00	572.68
7410 · Insurance			
7411 · Dental	7,884.80	8,500.00	-615.20
7412 · Health	239,802.90	250,000.00	-10,197.10
7413 · Liability	81,914.99	85,000.00	-3,085.01
7414 · Workman's Comp.	84,081.00	93,000.00	-8,919.00
Total 7410 · Insurance	<u>413,683.69</u>	<u>436,500.00</u>	<u>-22,816.31</u>
7450 · Medical Supplies	4,624.29	7,250.00	-2,625.71
7460 · Medical Testing	11,669.31	12,500.00	-830.69
7500 · Household Supplies	4,971.51	5,000.00	-28.49
7510 · Miscellaneous Supplies	5,291.52	6,500.00	-1,208.48
7540 · Debt Service Engine Principal (Pierce Pumper)	23,478.99	23,478.99	0.00
7541 · Debt Service Engine Interest (Pierce Pumper)	6,513.10	6,513.10	0.00
7542 · Loan Principal - Station 2	1,647,875.01	284,227.00	1,363,648.01
7543 · Loan Interest - Station 2	352,124.99	198,767.00	153,357.99
7544 · Loan Prepayment Station 2	20,000.00		
7570 · Printing & Office	5,243.40	6,500.00	-1,256.60
7610 · Professional Services/Legal	40,688.01	35,000.00	5,688.01
7620 · R & M-Equipment	21,282.34	15,000.00	6,282.34
7630 · R & M-Radios	15,254.00	15,000.00	254.00
7640 · R & M-Station			
7641 · R & M Station 1	13,224.01	22,000.00	-8,775.99
7642 · R & M Station 2	7,771.68	22,000.00	-14,228.32
Total 7640 · R & M-Station	<u>20,995.69</u>	<u>44,000.00</u>	<u>-23,004.31</u>

10/17/24

PARRISH FIRE DISTRICT
Budget vs. Actual 2023-2024
October 2023 through September 2024

	<u>Oct '23 - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
7650 · R & M-Vehicles	41,298.40	40,000.00	1,298.40
7680 · Reconciliation Discrepancies	-0.09		
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	5,154.30	10,000.00	-4,845.70
7730 · Training & Education	19,858.95	17,500.00	2,358.95
7740 · Travel	490.67	500.00	-9.33
7760 · Uniforms & Gear	14,063.81	14,000.00	63.81
7810 · Utilities			
7811 · Utilities Water Station 1	4,731.18	4,000.00	731.18
7812 · Utilities Electric Station 1	10,204.50	10,000.00	204.50
7813 · Utilities Water Station 2	5,599.68	5,000.00	599.68
7814 · Utilities Electric Station 2	7,121.38	9,000.00	-1,878.62
7815 · Propane Station 2 (Tank fills)	2,679.54	3,000.00	-320.46
Total 7810 · Utilities	<u>30,336.28</u>	<u>31,000.00</u>	<u>-663.72</u>
Total Expense	<u>5,769,155.21</u>	<u>4,348,440.09</u>	<u>1,420,715.12</u>
Net Ordinary Income	617,358.38	34,385.13	582,973.25
Other Income/Expense			
Other Expense			
7195 · Station 2 Capital Expenditures	1,498.50	0.00	1,498.50
Total Other Expense	<u>1,498.50</u>	<u>0.00</u>	<u>1,498.50</u>
Net Other Income	<u>-1,498.50</u>	<u>0.00</u>	<u>-1,498.50</u>
Net Income	<u><u>615,859.88</u></u>	<u><u>34,385.13</u></u>	<u><u>581,474.75</u></u>

PARRISH FIRE DISTRICT-IFF
Budget vs. Actual 2023 - 2024
 October 2023 through September 2024

	<u>Oct '23 - Sep ...</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
5110 · Impact Fees Collec...	693,717.75	500,000.00	193,717.75
Total Income	693,717.75	500,000.00	193,717.75
Gross Profit	693,717.75	500,000.00	193,717.75
Expense			
9130 · Attorney	0.00	10,000.00	-10,000.00
9300 · Capital Expenditures	82,374.78	125,000.00	-42,625.22
Total Expense	82,374.78	135,000.00	-52,625.22
Net Ordinary Income	611,342.97	365,000.00	246,342.97
Other Income/Expense			
Other Expense			
9200 · Transfer Out of Impact	482,995.04	483,000.00	-4.96
Total Other Expense	482,995.04	483,000.00	-4.96
Net Other Income	-482,995.04	-483,000.00	4.96
Net Income	<u>128,347.93</u>	<u>-118,000.00</u>	<u>246,347.93</u>