

AGENDA

PARRISH FIRE DISTRICT

June 22, 2021 – 6:30p.m.

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Minutes of meeting for May 25, 2021**
- 4. Public Comment**
- 5. By-Laws for the Manatee County Fire Commissioners Assoc**
- 6. Station 2 Update**
- 7. Financial Report**
- 8. Administration Report**
- 9. Commissioners Report:**

**Commissioner Griesi
Commissioner Dirling
Commissioner Combee
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 days' notice. F.S. 286.011 (6)

SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – June 22, 2021

<u>AGENDA NUMBER</u>	<u>PAGE NUMBER</u>	
3	N/A	Minutes of May 25, 2021 <u>COMMISSION ACTION NECESSARY</u> 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	N/A	By-laws for the Manatee County Fire Commissioners Assoc. Review By-laws that the Fire Commissioners Assoc has made and updated. <u>COMMISSION ACTION NECESSARY</u> Motion to approve/disapprove the updated By-Laws Second, Vote
6	N/A	Station 2 land & Construction Update <u>COMMISSION ACTION NECESSARY</u> None - Information Only
7	1-2	Financial Report <u>COMMISSION ACTION NECESSARY</u> Motion to approve/disapprove the financial report Second, Vote.
8	N/A	Administration Report: <u>COMMISSION ACTION NECESSARY</u> None - Information Only

Joint Commission Meeting with Duette on July 14, 2021

Next Commission meeting July 27, 2021

May 25, 2021

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, May 25, 2021, at 6:30 P.M. in the Commission Chamber.

Present were	Edward G. Chitty	Chairman
	Kevin L. Webb	Vice-Chairman
	Holly B. Combee	Commissioner
	Jeff A. Dirling	Commissioner
	John Z. Griesi	Commissioner
	Stacey S. Bailey	Fire Chief
	Wayne L. Ownbey	Asst. Chief

Chairman Chitty opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held April 27, 2021 were approved on a motion by Commissioner Webb, seconded by Commissioner Griesi, and carried by a vote of 5-0.

Chairman Chitty called for public comment. No one was present to speak.

Chief Bailey brought up it was time to have our joint meeting with Duette, the meeting is scheduled for July 14, 2021, at 6:30pm, it will be held in Parrish.

Chief Bailey presented the Fiscal Audit for 2019-2020, it was a clean audit. Commissioner Combee made a motion to approve the Fiscal Audit for 2019-2020, seconded by Commissioner Griesi and carried by a vote of 5-0.

Chief Bailey gave an update on the Station 2, on the land Falkner's are scheduled to go in front of the Manatee County Commission Board for approval of the change of land use. The construction side everything is being submitted to the county to run along the land use change.

The financial report for month ending May 2021 was presented. Chief Bailey indicated that we have received the majority of general fund revenue with the exception of \$44,715.00. Impact fee revenue is currently at \$394,534.00 with \$194,534.00 over what was budgeted. The financial report was approved on a motion by Commissioner Webb, seconded by Commissioner Combee and carried by a vote of 5-0.

In the administration report, Chief Bailey brought up many different items working on the Cares ACT to get reimbursed for COVID related expenses, working on funding for Station 2, Leticia is working on the taxroll, pre-budget planning is going on, and many more items.

Commissioners Reports

Commissioner Griesi – Thanked everyone for a job well done.

Commissioner Dirling – possibility of hiring another staff person, the by-laws for the Manatee County Commissioners Assoc are done, just need to be voted on by the Parrish Fire Districts Fire Commissioners. Asked to please have the By-laws added to the June Commission meeting.

Commissioner Combee – Thank Chief for all his hard work & everything being done.

Commissioner Webb – Brought up about all the cut up cars out back, and asked if they are still usable for the guys to cut up, or are they being removed. Chief Bailey advised that they are being removed.

Commissioner Chitty – Thank staff for everything everyone is doing.

Commissioner Griesi motioned to adjourn the meeting, seconded by Commissioner Combee and carried by a vote of 5-0. Meeting adjourned at 7:09 P.M.

CHAIRMAN

ATTEST:

SECRETARY

MANATEE COUNTY FIRE COMMISSIONERS' ASSOCIATION
CONSTITUTION (revised ~~January 2013~~ April 2021)

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ARTICLE I: NAME – The name of this organization shall be the Manatee County Fire Commissioners' Association, hereafter called the "Association".

ARTICLE II: PURPOSE – The purpose of this ~~organization~~ Association is to provide information and offer suggestions in the enhancement of ~~fire prevention and fire suppression capabilities~~ operations within the fire ~~control~~ districts of Manatee County; fire district policy shall not be dictated by this organization. Areas of interest shall include, but shall not be limited to, promoting systems compatibility, operating techniques, beneficial legislation, and arson suppression and detection.

Article III: ORGANIZATION – The officers of the Association shall include a President, Vice-President, Treasurer, ~~and~~ Secretary. The President, Vice-President, and Treasurer/Secretary will be elected annually at the January meeting, and must be selected from the membership. ~~President and Vice-President~~ to serve without compensation. The Secretary may be appointed by the President with the approval of the membership. ~~a~~ fair compensation for ~~this incumbent~~ Treasurer/Secretary will be established at regular meeting of the membership.

Article IV: MEMBERSHIP – The members of this ~~organization~~ Association shall be composed of one (1) ~~fire~~ Fire commissioner/Commissioner and one (1) alternate ~~fire~~ Fire commissioner/Commissioner from each fire ~~control~~ district in Manatee County. Each fire ~~control~~ district shall have one (1) vote, and this shall be cast by the primary ~~fire~~ Fire commissioner/Commissioner, or the alternate. In an emergency a fire ~~control~~ district may delegate another alternate.

Article V: MEETINGS – Meetings shall be held quarterly on the first Monday at 6:30pm during the months of January, April, July, and October, and additional meetings shall be called by the President, as necessary. Robert's Rule of Order (~~1978 printing~~ most current addition) shall be adopted for use in the conduct of the Association's meetings and management as well as the duties of the officers. All ~~fire~~ Fire Commissioners and Fire Chiefs are encouraged to attend meetings.

Article VI: Dues – Each fire ~~control~~ district represented shall pay dues of \$100.00 annually, ~~as of February 1st, 1982. Dues may be waived by this Association, with a jury majority vote of board members at the January meeting.~~

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ARTICLE VII: AMENDMENTS – Amendments to this Constitution shall be proposed and voted upon at a regular or special meetings of this Association, provided the substance of such amendments shall be plainly stated in the call for the meeting and each fire control district has been given at least 30 days' notice of such call for the meeting to consider the amendments being proposed.

PARRISH FIRE DISTRICT-IFF
 2020 - 2021 Budget vs. Actual
 October 2020 through May 2021

	<u>Oct '20 - May 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
5110 · Impact Fees Collected	394,534.80	200,000.00	194,534.80
5210 · Interest IFF	0.00	0.00	0.00
5310 · Misc. Income	0.00	0.00	0.00
Total Income	<u>394,534.80</u>	<u>200,000.00</u>	<u>194,534.80</u>
Gross Profit	394,534.80	200,000.00	194,534.80
Expense			
9120 · Architect	0.00	0.00	0.00
9130 · Attorney	0.00	10,000.00	-10,000.00
9140 · Bank charges	0.00	0.00	0.00
9210 · Loan	0.00	0.00	0.00
9250 · Loan Interest	0.00	0.00	0.00
9300 · Capital Expenditures	34,758.70	0.00	34,758.70
9470 · Refund of IFF	500.00	0.00	500.00
9480 · Station 2	185,938.26	670,000.00	-484,061.74
Total Expense	<u>221,196.96</u>	<u>680,000.00</u>	<u>-458,803.04</u>
Net Income	<u><u>173,337.84</u></u>	<u><u>-480,000.00</u></u>	<u><u>653,337.84</u></u>

06/15/21

PARRISH FIRE DISTRICT
Budget vs. Actual
October 2020 through May 2021

	Oct '20 - May 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4110 · Tax Revenue	1,805,417.17	1,850,133.00	-44,715.83
4310 · Miscellaneous Income	13,519.16	23,300.00	-9,780.84
4315 · Grant Revenue	0.00	0.00	0.00
4410 · User's Fee	5,345.50	4,000.00	1,345.50
Total Income	1,824,281.83	1,877,433.00	-53,151.17
Gross Profit	1,824,281.83	1,877,433.00	-53,151.17
Expense			
7100 · Salaries & Overtime	877,483.02	1,277,822.00	-400,338.98
7130 · 941 Taxes	64,561.06	94,500.00	-29,938.94
7150 · Employee Retirement	192,432.93	294,800.00	-102,367.07
7180 · Accounting & Bk Chgs	246.72	0.00	246.72
7190 · Capital Expenditures	21,487.72	70,000.00	-48,512.28
7210 · Commissioners' Honorari...	3,000.00	6,000.00	-3,000.00
7250 · Communications	10,029.12	8,000.00	2,029.12
7270 · Dues & Licenses	5,762.62	5,500.00	262.62
7310 · Fire Prevention	6,677.77	6,000.00	677.77
7360 · Gas, Diesel & Oil	8,419.69	10,000.00	-1,580.31
7410 · Insurance			
7411 · Dental	3,726.40	6,000.00	-2,273.60
7412 · Health	100,292.06	127,000.00	-26,707.94
7413 · Liability	39,666.46	40,000.00	-333.54
7414 · Workman's Comp.	33,750.75	31,000.00	2,750.75
Total 7410 · Insurance	177,435.67	204,000.00	-26,564.33
7450 · Medical Supplies	3,151.00	5,500.00	-2,349.00
7460 · Medical Testing	9,503.00	7,000.00	2,503.00
7500 · Household Supplies	1,868.35	3,000.00	-1,131.65
7510 · Miscellaneous Supplies	2,248.60	4,000.00	-1,751.40
7570 · Printing & Office	3,488.44	5,000.00	-1,511.56
7610 · Professional Services/Le...	17,202.25	25,000.00	-7,797.75
7620 · R & M-Equipment	7,381.80	9,000.00	-1,618.20
7630 · R & M-Radios	7,500.00	8,000.00	-500.00
7640 · R & M-Station	3,579.75	10,000.00	-6,420.25
7650 · R & M-Vehicles	10,212.14	18,000.00	-7,787.86
7690 · Refund	0.00	500.00	-500.00
7710 · Fire Equipment & Tools	4,067.51	3,000.00	1,067.51
7730 · Training & Education	6,457.89	9,000.00	-2,542.11
7740 · Travel	0.00	500.00	-500.00
7760 · Uniforms & Gear	7,647.54	10,000.00	-2,352.46
7810 · Utilities	6,537.64	14,000.00	-7,462.36
Total Expense	1,458,382.23	2,108,122.00	-649,739.77
Net Ordinary Income	365,899.60	-230,689.00	596,588.60
Net Income	365,899.60	-230,689.00	596,588.60