

## **AGENDA**

# **PARRISH FIRE DISTRICT**

**February 25, 2020 – 7:00 p.m.**

- 1. Open meeting for the Parrish Fire District**
- 2. Prayer and Pledge**
- 3. Minutes of meeting January 28, 2020**
- 4. Public Comment**
- 5. Station 2 Update**
- 6. Financial Report**
- 7. Administration Report**
- 8. Commissioners Report:**

**Commissioner Dirling  
Commissioner Trompke  
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 day's notice. F.S. 286.011 (6)

January 28, 2020

The Board of Commissioners of the Parrish Fire District met in regular session on Tuesday, January 28, 2020, at 7:00 P.M. in the Commission Chamber.

Present were:	Kevin L. Webb	Vice-Chairman
	Holly B. Combee	Commissioner
	Steven M. Trompke	Commissioner
	Jeff A. Dirling	Commissioner
	Stacey S. Bailey	Fire Chief
	Wayne L. Ownbey	Asst. Chief

Absent was:	Edward G. Chitty	Chairman
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Vice-Chairman Webb opened the meeting of the Parrish Fire Commission.

The minutes of the previous meeting held November 26, 2019 were approved on a motion by Commissioner Combee, seconded by Commissioner Trompke and carried by a vote of 4-0.

Vice-Chairman Webb called for public comment, there was none.

Chief Bailey asked about going out for an RFQ for Architectural services that will also define the process for advertisements, Dates, forms, scoring & selection process for station 2. Chief Bailey advised the board that the short list committee would consists of Chief Bailey, Leticia Teague & a Commissioner. Chief Bailey asked for the Commissioner that was going to be on the short list to have some knowledge of construction, Chief asked that he would like to see Commissioner Trompke on the short list. It was decided that Commissioner Trompke would be the representative from the board. Commissioner Dirling made a motion to approve going out for RFQ as long as the changes were reflected in the RFQ, seconded by Commissioner Trompke and carried by a vote of 4-0.

Chief Bailey talked about the Station 2 Construction Loan and asked if administration could at least meet with some vendors about loans. USDA loan we know it will be a 2% interest on the loan and can be paid back in 40 years. Commissioner Trompke made a motion to allow the administration to start talking more in detail with at least 3 different banks, seconded by Commissioner Dirling and carried by a vote of 4-0.

Chief Bailey presented Resolution 2019-01 – to amend the budget for the sum of \$20,000.00 to be deducted from the Unrestricted General Fund and added to budget category Legal/Professional services. Commissioner Combee made a motion to Approve Resolution 2019-01, seconded by Commissioner Dirling and carried by a vote of 4-0.

Financial reports for month ending November 30, 2019 and month ending December 31, 2019 were presented. Chief Bailey indicated that the general fund had received \$1,044,101.11 in revenue while expenditures have been minimal. The Impact Fee account has received \$66,500.00 for the year. The financial reports were approved on a motion by Commissioner Combee, seconded by Commissioner Dirling and carried by a vote of 4-0.

In the administration report, Chief Bailey discussed several items that have come up.

With no further business for the board, Commissioner Combee motioned to adjourn the meeting, seconded by Commissioner Dirling and carried by a vote of 4-0. Meeting adjourned at 7:50 P.M.

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CHAIRMAN

ATTEST:

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SECRETARY

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**SUPPLEMENTAL AGENDA MATERIAL – PARRISH FIRE COMMISSION – February 25, 2020**

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**AGENDA  
NUMBER**      **PAGE  
NUMBER**

**3**                      **N/A**                      **Minutes of January 28, 2020**  
  
**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**                      **N/A**                      **Station 2 Update**  
  
**COMMISSION ACTION NECESSARY**  
**Information Only**

**6**                      **1-2**                      **Financial Report**  
  
**January 2020**  
  
**COMMISSION ACTION NECESSARY**  
**Motion to Approve/disapprove Financial report**  
**Second, Vote**

**7**                      **N/A**                      **Administration Report**  
  
**COMMISSION ACTION NECESSARY**  
**None - Information Only**

**PARRISH FIRE DISTRICT**  
**Budget vs. Actual**  
**October 2019 through January 2020**

	<u>Oct '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
4110 · Tax Revenue	1,519,959.90	1,647,377.00	-127,417.10
4210 · Interest Income	578.05		
4310 · Miscellaneous Income	20,198.03	23,300.00	-3,101.97
4320 · FEMA	0.00	21,000.00	-21,000.00
4410 · User's Fee	2,750.00	2,000.00	750.00
<b>Total Income</b>	<u>1,543,485.98</u>	<u>1,693,677.00</u>	<u>-150,191.02</u>
<b>Gross Profit</b>	1,543,485.98	1,693,677.00	-150,191.02
<b>Expense</b>			
7100 · Salaries & Overtime	388,903.91	1,118,870.00	-729,966.09
7102 · FF Supp.	0.00	0.00	0.00
7130 · 941 Taxes	29,102.44	78,000.00	-48,897.56
7150 · Employee Retirement	89,684.01	276,060.00	-186,375.99
7180 · Accounting & Bk Chgs	-131.79	0.00	-131.79
7190 · Capital Expenditures	39,633.35	138,000.00	-98,366.65
7210 · Commissioners' Honorari...	1,500.00	6,000.00	-4,500.00
7250 · Communications	3,546.77	8,000.00	-4,453.23
7270 · Dues & Licenses	3,829.51	6,000.00	-2,170.49
7310 · Fire Prevention	149.43	5,000.00	-4,850.57
7360 · Gas, Diesel & Oil	2,834.78	10,000.00	-7,165.22
7410 · Insurance			
7411 · Dental	1,760.89	5,200.00	-3,439.11
7412 · Health	67,055.95	84,000.00	-16,944.05
7413 · Liability	25,893.56	40,000.00	-14,106.44
7414 · Workman's Comp.	16,754.07	32,000.00	-15,245.93
7410 · Insurance - Other	0.00	0.00	0.00
<b>Total 7410 · Insurance</b>	<u>111,464.47</u>	<u>161,200.00</u>	<u>-49,735.53</u>
7450 · Medical Supplies	344.66	4,000.00	-3,655.34
7460 · Medical Testing	3,430.00	6,000.00	-2,570.00
7500 · Household Supplies	882.38	2,500.00	-1,617.62
7510 · Miscellaneous Supplies	801.15	2,000.00	-1,198.85
7570 · Printing & Office	453.70	4,000.00	-3,546.30
7610 · Professional Services/Le...	7,669.05	30,000.00	-22,330.95
7620 · R & M-Equipment	5,959.11	12,000.00	-6,040.89
7630 · R & M-Radios	0.00	8,000.00	-8,000.00
7640 · R & M-Station	5,114.43	10,000.00	-4,885.57
7650 · R & M-Vehicles	6,051.93	18,000.00	-11,948.07
7690 · Refund	167.72	500.00	-332.28
7710 · Fire Equipment & Tools	0.00	9,000.00	-9,000.00
7730 · Training & Education	4,394.24	10,000.00	-5,605.76
7740 · Travel	684.75	500.00	184.75
7760 · Uniforms & Gear	0.00	10,000.00	-10,000.00
7810 · Utilities	3,451.52	14,000.00	-10,548.48
7850 · Volunteer P/R	0.00	3,000.00	-3,000.00
<b>Total Expense</b>	<u>709,921.52</u>	<u>1,950,630.00</u>	<u>-1,240,708.48</u>
<b>Net Income</b>	<u><u>833,564.46</u></u>	<u><u>-256,953.00</u></u>	<u><u>1,090,517.46</u></u>

**PARRISH FIRE DISTRICT-IFF  
Budget vs. Actual**

**Accrual Basis**

**October 2019 through January 2020**

	<u>Oct '19 - Jan 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
<b>5110 · Impact Fees Collected</b>	96,689.00	150,000.00	-53,311.00
<b>5210 · Interest IFF</b>	0.00		
<b>5310 · Misc. Income</b>	0.00		
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<b>Total Income</b>	96,689.00	150,000.00	-53,311.00
<b>Cost of Goods Sold</b>			
<b>50000 · Cost of Goods Sold</b>	0.00		
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<b>Total COGS</b>	0.00		
<b>Gross Profit</b>	96,689.00	150,000.00	-53,311.00
<b>Expense</b>			
<b>1160 · Pre Paid Expenses</b>	0.00		
<b>66000 · Payroll Expenses</b>	0.00		
<b>9000 · Due other Funds</b>	0.00		
<b>9120 · Architect</b>	0.00		
<b>9130 · Attorney</b>	1,760.00	10,000.00	-8,240.00
<b>9140 · Bank charges</b>	0.00		
<b>9210 · Loan</b>	0.00		
<b>9250 · Loan Interest</b>	0.00		
<b>9300 · Capital Expenditures</b>	22,290.15	335,000.00	-312,709.85
<b>9410 · Engineer</b>	0.00		
<b>9470 · Refund of IFF</b>	0.00		
<b>9480 · Station 2</b>	0.00		
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<b>Total Expense</b>	24,050.15	345,000.00	-320,949.85
<b>Net Income</b>	<u><u>72,638.85</u></u>	<u><u>-195,000.00</u></u>	<u><u>267,638.85</u></u>