

Upper Captiva Fire & Rescue District

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Robert Kinniry, Chief: UpperCapFD@aol.com



servicing the community with pride

BOARD OF COMMISSIONERS

REGULAR MEETING

17 September 2016

COMMISSIONERS PRESENT: Zeke McDonald, Tom Jenkins, AJ LaVallie, Steve Sward (by phone), Bill Fry (by phone), and Chief Bob Kinniry.

ISLANDERS PRESENT: None

1) CALL TO ORDER: Chairman McDonald called the meeting to order at 10:14 AM.

2) MINUTES:

- Minutes of the 20 August Regular Meeting were read; **LaVallie moved**, Jenkins **seconded**, and **all voted aye** to accept the minutes with corrections.
- Minutes of the 10 September Preliminary Budget Hearing were read; **LaVallie moved**, Jenkins **seconded**, and **all voted aye** to accept the minutes without corrections.

3) TREASURER'S REPORT: The current status of the financial accounts are:

- Balance Sheet:
 - The Ad Valorem checking account had a 31 August ending balance of \$162,466.45 (a decrease of \$30,792.02).
 - The Friend's account had a 31 August ending balance of \$15,277.55 (no change from last month).
 - The Impact Fee account had a 31 August ending balance of \$8,079.34 (no change from last month).
 - The Special Assessment Fund checking account had a 31 August ending balance of \$51,384.94 (a decrease of \$44,303.11).
 - Fry stated that there were no unexpected outstanding liabilities other than the usual transfers of expenses between the General Fund and Special Assessment Fund.
 - Fry also stated that based on current spend rates, the Line of Credit should not be used until mid-October for the Special Assessment Fund (later, if the General Fund "lends" cash to the Special Assessment fund) and early-November for the General Fund (and possibly later for both).
- Consolidated Income and Expense Report:

- Overall, in the Consolidated Budget, the District is 90.32% spent (and we are through 91.67% of the year).
- We are still below spending in two of our major categories: Pay & Benefits was at 89.61% and Operating Expenses was at 83.18% (so all except Capital are under our straight-line expectations of 91.67%). Capital is now at 103.8% (no change from last month). Capital is over because of modifications to the new Military Brush truck that were charged to Capital where money was budgeted in Repairs & Maintenance and General Fund paid the entire cost for the new utility vehicle, rather than only 50% as expected. For Insurance, the \$6854 that was paid in October 2015 was for a September invoice that may be reapplied to FY15 by the auditors when that audit is completed next Spring. Although the Property Appraiser fees are over by \$1258, we have already increased that budget line for next year. For expected revenues, we are 100.1% for overall tax collections through 31 August and no major additions to revenue will occur for the rest of the year, other than the Division of Forestry Grant (up to \$2750 to reimburse repairs and modifications for our new military excess equipment).
- **Jenkins moved** to accept the Treasurer's Report, LaVallie **seconded**, **all voted aye**.

4) CHIEF'S REPORT: Calls to date are 109 (5 since last meeting), with two MERT calls and one campfire on the beach that was extinguished.

- The total DoF grant-funded work is nearly done:
 - B-192 (Brush Truck Replacement or "New Beast") Status: There was a delay in receiving the initial grant payment, pending submission of our W9 Form to the DoF but that is now completed and filed with the DoF
 - P-191 (500 gpm pump) Status: The military pump modifications cannot be completed since appropriate parts are unprocurable
- R-191 (Medical Mule) Replacement: Replacement rescue vehicle is now in service
- County Barrier Island Hurricane Preparedness Meeting will be conducted on USEPPA on Monday, 19 September
- 9/11 Remembrance Ceremony at Harborside Convention Center last Sunday, 11 September 2016, Bill Byrnes gave his speech that was well received
- Mike Benson, who worked for Davenport and Safety Harbor Club lost his life this month and memorial ceremony will be held Sunday at 2PM at Cape Vineyard Church and there is a GOFUNDME established for donations for his family
- Renee Lynch is in the hospital and will be discharged today; Chief took care of payroll and bills for the mid-month September bookkeeping transactions
- **Jenkins moved** to accept the Chief's Report, LaVallie **seconded**, **all voted aye**.

5) COMMISSION REPORTS:

A) LaVallie-Community Committee Update: No update

B) Fry-Website Updates by 1 October 2016: IAW with [CHAPTER 2016-22, Committee Substitute for House Bill No. 479](#), signed into law on 8 March 2016, requires additional data (starting at about page 26 on the PDF) on our [website](#) and most of that has been completed. Chair will ask Attorney Pritt to review the posted updates on the website, especially the statutory basis for the District to tax.

6) OLD BUSINESS: A reminder to the Board and Islanders that our next regular meeting on 29 October (the last Saturday of the month) will be our last regular meeting on Saturdays. Starting in November, our regular meetings will move to the 3rd Friday of the Month and our two September budget meetings will remain on Saturdays. The entire year's schedule is posted on the website.

7) NEW BUSINESS: Resolution 2016-091716(3): Chair read Resolution 2016-091716(3) aloud to de=commit \$1706 from Committed Reserve and release them to Uncommitted Reserve before the end of FY16. **Jenkins moved** to approve the resolution, **seconded** by LaVallie, **all voted aye**.

8) PUBLIC COMMENT: No public attended the meeting.

9) NEXT DATE: Regular Meeting on Saturday, 29 October 2016, both beginning at 10:00 AM.

10) ADJOURN – **Moved by Jenkins, seconded** by LaVallie; meeting adjourned at 10:55 AM.

Respectfully submitted,

Bill Fry
Secretary/Treasurer