



**MINUTES
BOARD OF COMMISSIONERS
REGULAR MEETING
AUGUST 12, 2014
7:00 PM**

MEETING CALLED TO ORDER AT 7:00PM. THE PLEDGE OF ALLEGIANCE WAS LED BY COMMISSIONER SZYMANSKI AND INVOCATION WAS LED BY COMMISSIONER GORRIS.

CONSENT AGENDA

Agenda Item; Approve the minutes from the regular meeting on July 8, 2014. *Commissioner Delp made a motion to approve the minutes as written for the July 8, 2014 regular meeting. Commissioner Cooley seconded the motion. All were in favor; motion carried.*

ADMINISTRATIVE AGENDA

Agenda Item; Treasure's Report. Commissioner Gorris pointed out to the Commissioners the District received \$.97 in Ad Valorem income in July and had about \$15,000 in unexpected expenses to repair the A/C.

Commissioner Gorris made a motion to change the Admin Salaries line item on the FY2014/2015 Tentative Budget from \$55,000 to \$65,000 in order to bring Cassia Housam on as a full time employee not before December 2014. Commissioner Delp seconded the motion. All were in favor, motion carried.

Commissioner Gorris stated that staff has asked for direction from the commissioner on the following four topics, for forecasting purposes:

- 1) Reserve Balances
- 2) Millage Rate each year
- 3) Salary increases
- 4) Staffing

Commissioner Gorris made a motion to establish a goal of 20% of total budget as the District's minimum Reserve balance. Commissioner McPherson seconded the motion. All were in favor; motion carried.

Commissioner Gorris stated that he realizes the District cannot reach this goal in one year but establishing this goal provides guidance in future years when discussing millage rates.

Commissioner Gorris made a motion to accept the current forecasting model as the District's goal concerning future millage rates. Commissioner Delp seconded the motion. All were in favor; motion carried.

Commissioner Gorris stated that this does not preclude anyone from making a future motion to change the millage rate; simply guidance.

Commissioner Gorris made a motion to give the staff direction to budget, for forecasting purposes, a 3% salary increase, year over year. Commissioner Delp seconded the motion. All were in favor; motion carried.

Commissioner Gorris reiterated that this forecasting is no guaranty of salary increases in any particular year.

Commissioner Gorris made a motion to forecast for an increase in staffing of one firefighter in 2016, one firefighter in 2017 and one firefighter in 2018. Commissioner Delp seconded the motion. All were in favor; motion carried.

Commissioner Delp added that his most important reason for joining the Board of Commissioners was to work towards returning the team to adequate staffing.

Commissioner Delp stated that he knows the District suffered some major staffing changes in 2008 and has yet to recover from those events. Commissioner Delp stated that it would have been even greater to have been able to add 2 firefighters in one year.

Commissioner Delp gave an example of a day recently when he was at the station and staffing levels on that day were unacceptable at three firefighters at station 35 and two firefighters at station 37. Commissioner Delp stated that we would not have met the 2in/2out that day. Commissioner Gorris stated that we always meet 2 in/2 out.

Commissioner Delp said that we do so by sending 2 apparatus to a call and not using one apparatus. Commissioner Gorris stated that he could amend his motion to address minimum staffing as well but in doing so, it will cause an increase to overtime.

Commissioner Delp agreed that we can't accomplish the goal all at one time so he is content with the current motion as it is working towards the increased staffing goals.

Commissioner Gorris stated the above motions conclude his Treasurer's Report.

Agenda Item; Approve Resolution 14-01.

Commissioner Gorris made a motion to adopt Resolution 14-01, a resolution authorizing the execution and delivery of a master lease agreement, equipment schedule No. 01, and related instruments, and determining other matters in connection therewith.

Commissioner McPherson seconded the motion. All were in favor; motion carried.

Agenda Item; Chief's Annual Evaluation.

Chief Kanzigg provided each commissioner with a printed blank copy of his evaluation which is due by September 30, 2014. Chief Kanzigg mentioned to the board that the previous year the evaluation was completed through Survey Monkey but initially, some commissioners provided feedback last year indicating not wanting to change the format. Chief Kanzigg requested feedback from the commissioners to determine which format is preferred. Commissioner Szymanski stated that he prefers digital. Commissioner Gorris suggested converting the evaluation to a Google Forms format and then submitting it to

all five commissioners. The deadline was established to be September 30, 2014 with the results delivered at the October 2014 meeting.

Agenda Item; Approve recommendation on 16' Inflatable Zodiac, Yamaha 40 HP Boat Motor, and Trailer Surplus. *Commissioner Gorris made a motion to approve the recommendation as written. Commissioner Delp seconded the motion. All were in favor; motion carried.*

Chief's Report. Chief Kanzigg discussed the District's July 2014 business. Chief Kanzigg discussed with the commissioners the future of the Fire Academy being that BC Jones has resigned from the position of Academy Director. Chief Kanzigg stated that BC Jones has been very efficient by managing to perform task of the Fire Academy Director while on shift. The Academy does not generate enough revenue to hire an outside Director. Chief Kanzigg also stated that he recently learned at the Annual Fire Chief's Conference that there are an estimated 2200 certified firefighters in the state of Florida who are unemployed. Chief Kanzigg also stated that in order to continue to host the Academy, the District will have cost related to repair and maintenance of the facilities and equipment of the Academy. Commissioner Gorris suggested doubling the tuition and if the enrollment numbers once doing that do not sustain the cost, then we let it go. Commissioner Gorris stated that he did not want to simply let the Academy go. Commissioner Szymanski asked BC Jones how competitive is our tuition? Chief Jones stated that we are very competitive. Commissioner Szymanski asked BC Jones to submit an email to the commissioners with tuition cost of other Academies in our area and South Florida as well. Commissioner McPherson offered an acknowledgement to BC Jones of the extensive work BC Jones has put into the program over the year and the initiative to get it all done. Chief Kanzigg stated that he has been in communication with the Instructors of the Academy and will update the Board as things progress in reference to the Academy.

Public Comment: No public comment
No further items were presented.

Adjourn; *Commissioner Gorris made a motion to adjourn the meeting. Commissioner Delp seconded the motion. All were in favor, motion carried. Meeting adjourned at 7:42PM.*

Dave Szymanski, Chairman

Date:

Richard Delp, Secretary

Date: