

**WEST MANATEE FIRE & RESCUE DISTRICT COMMISSION
REGULAR MEETING**

*Minutes of July 16, 2019
Administration Building*

The meeting was called to order at 6:00 p.m. with the following members present: David Bishop, Randy Cooper, Larry Jennis and Al Robinson. George Harris was absent. The Pledge of Allegiance was followed by a moment of silence and the oath. Chairman Bishop announced that anyone wishing to provide public comment on any of the agenda items should fill out a Comment Card located at the table by the door and hand them in to the Chief.

PUBLIC HEARING for 2nd Reading Ordinance 2019-03 Amending & Restating FF Retirement Plan: Chairman Bishop opened the public hearing for Ordinance 2019-03. Administrative Assistant Kichar verified it was published in the Bradenton Herald on 7/9/19. Chief Sousa recommended approval as written. The Union has signed off and agreed to the version. Chairman Bishop opened public hearing. No public comment and Chairman Bishop closed the public hearing. Commissioner Cooper motioned to accept Ordinance 2019-03 as presented; seconded by Commissioner Jennis; motion passed unanimously.

CHANGES TO AGENDA: None

PUBLIC COMMENTS: None

CONSENT AGENDA: Commissioner Cooper motioned to approve consent agenda as presented; seconded by Commissioner Jennis; motion passed unanimously.

COMMUNICATIONS: None

CARRIED FROM CONSENT AGENDA: None

OLD BUSINESS:

A. *New Administration Building:* Chief Sousa stated that he met with both property owners. Both are agreeing to sell their property. Yulara 2 LLC property which is over by Beall's is \$295,000 and Dr. Matthews property is \$400,000. Commissioner Jennis asked if our attorney has reviewed the contracts. Chief Sousa stated he generated both. Commissioner Jennis stated he thinks we should move forward with the property by Beall's. Commissioner Jennis made a motion to purchase Yulara 2 LLC property and give the Fire Chief the authority to execute the contract; seconded by Commissioner Cooper. Discussion followed. Commissioner Cooper stated that both properties have pluses and minuses but this one has the most options and he thinks we should go with this. Chairman Bishop stated he would feel more comfortable if the full board was here. Commissioner Cooper stated we should continue, and it is not fair to the property owner to delay any further. Commissioner Jennis agreed with Commissioner Cooper. Discussion ended. Chairman Bishop called for a roll call on the vote. Commissioner Jennis – yes; Commissioner Cooper – yes; Commissioner Robinson – yes; Chairman Bishop – yes. Motion passed unanimously.

NEW BUSINESS:

A. *Station 2 Lease Agreement:* Chief Sousa presented the lease agreement to purchase the parcel that we are leasing at our Station 2 property for \$285,000. We would then own the property outright and there would be no Impact Fee credits utilized and we would be using Impact Fee funds to purchase. Commissioner Cooper motioned to approve the Lease Amendment and Purchase Agreement Second Amendment and authorize the Chairman to sign for the Board; seconded by Commissioner Jennis. Discussion followed. Commissioner Robinson asked if we have an option on this. Chief Sousa stated that eventually we would have to purchase the property. The longer we wait the property could increase. Discussion ended. Motion passed unanimously.

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CHIEF'S REPORT: Battalion Chief Moore reported on a significant call we had. He stated that on June 22nd at 8:41 p.m. our boat was dispatched for a watercraft rescue. A woman had fallen off a recreational boat and was no longer seen. We were able to locate the woman. This was a great call, the boat and equipment performed flawlessly. B.C. Moore also reported that we have a new firefighter/paramedic that will be starting next week. It will be the first female we have had in quite some years. We also have had two more of our medics obtain charge medic status. Chief Sousa stated that we will be presenting an Interlocal Agreement with Manatee County in the future to respond out of our District to perform ALS calls.

COMMISSIONER'S COMMENTS: Commissioner Cooper wanted to say congratulations to hiring a new female firefighter/paramedic. Commissioner Robinson stated he would like to meet new hires at the monthly meetings. Chief Sousa stated that she will be present at next month's meeting to do employee oath.

NEXT MEETING: Tuesday, August 20, 2019 at 6:00 p.m. at Administration building.

ADJOURNMENT: Chairman Bishop adjourned the meeting at 6:34 p.m.

(Seal)

DRAFT

Chairman

Secretary

West Manatee Fire Rescue
July 31, 2019
Treasurers Report

CHECKING:

Beginning Balance	\$127,166.11
Tax Receipts	\$640.83
Deposits	\$9,643.45
Tax Collector Excess Fees	\$0.00
Interest Earned on Checking	\$128.67
Interest Earned on Tax Receipts	\$0.00
Transfers in	\$430,000.00
Transfers out	\$0.00
Expenditures/CD Purchases	-\$547,235.35
Ending Balance as of July 31, 2019	<u>\$20,343.71</u>

IMPACT FEE FUND:

Beginning Balance	\$61,021.16
Deposits	\$5,490.00
Expenditures/Service Charges	\$0.00
Interest earned	\$65.93
Ending Balance as of July 31, 2019	<u>\$66,577.09</u>

FL CLASS ASSIGNED FUND:

Beginning Balance	\$2,044,000.98
Deposits/Withdrawals	\$0.00
Interest earned	\$4,299.91
Ending Balance as of July 31, 2019	<u>\$2,048,300.89</u>

TOTAL FUNDS AS OF JULY 31ST, 2019 \$8,268,116.00

MONEY MARKET ACCOUNT:

Beginning Balance	\$2,137,390.74
Deposits	\$0.00
Transfers in	\$0.00
Transfers out	-\$430,000.00
Expenditures/Service Charges	\$0.00
Interest earned	\$2,022.91
Ending Balance as of July 31, 2019	<u>\$1,709,413.65</u>

UNASSIGNED FUND:

Beginning Balance	\$1,652,121.16
Deposits/Withdrawals	\$0.00
Interest earned	\$1,753.96
Ending Balance as of July 31, 2019	<u>\$1,653,875.12</u>

ASSIGNED FUND:

Beginning Balance	\$2,429,057.10
Deposits/Withdrawals	\$0.00
Interest earned	\$2,578.79
Ending Balance as of July 31, 2019	<u>\$2,431,635.89</u>

FL CLASS IMPACT FUND:

Beginning Balance	\$337,260.17
Deposits/Withdrawals	\$0.00
Interest earned	\$709.48
Ending Balance as of July 31, 2019	<u>\$337,969.65</u>

St 1 Building Loan Payoff Amount 6/30/2019	\$1,304,775.39
	<u>\$1,304,775.39</u>

General Fixed Assets 2017/2018 Audit

Land	\$642,669.00
Construction in Process	\$0.00
Buildings & Improvements	\$5,612,770.00
Machinery & Equipment	<u>\$1,541,449.00</u>
TOTAL	\$7,796,888.00

Ranges:	From:	To:	From:	To:
Checkbook ID	CASH	TRAINING	Number	First
Description	First	Last	Date	7/1/2019
User-Defined 1	First	Last	Type	First
				Last
				7/31/2019

Sorted By: Date
 Include Trx: Reconciled, Unreconciled, Voided

* Voided transaction ^ Cleared amount is different than posted amount

Checkbook ID	Description	User-Defined 1	Current Balance
Number	Date	Type Paid To/Rcvd From	Reconciled Origin Payment Deposit
CASH	SAVINGS ACCOUNT		\$1,709,413.65
XFR000005450	7/9/2019	XFR Transfer To CHECKING	Yes CMXFR00000569 \$130,000.00
XFR000005455	7/17/2019	XFR Transfer To CHECKING	Yes CMXFR00000570 \$250,000.00
XFR000005463	7/23/2019	XFR Transfer To CHECKING	Yes CMXFR00000571 \$50,000.00
INT000005470	7/31/2019	INT Reconciliation Adjustment	Yes CMADJ00001023 \$2,022.91

4 Transaction(s)

CHECKING	OPERATING ACCOUNT	Current Balance
40200	7/3/2019 CHK Atlantic Relocation Systems	Yes PMCHK00001377 \$16.65
40201	7/3/2019 CHK City of Holmes Beach	Yes PMCHK00001377 \$288.19
40202	7/3/2019 CHK DMV	Yes PMCHK00001377 \$8.00
40203	7/3/2019 CHK Frontier Communications	Yes PMCHK00001377 \$170.98
40204	7/3/2019 CHK Gulf Business Systems	Yes PMCHK00001377 \$24.70
40205	7/3/2019 CHK Holmes Beach Hardware	Yes PMCHK00001377 \$36.45
40206	7/3/2019 CHK RoseAsp	Yes PMCHK00001377 \$462.60
40207	7/3/2019 CHK Smarsh, Inc.	Yes PMCHK00001377 \$160.00
40208	7/3/2019 CHK Symbol Arts	Yes PMCHK00001377 \$567.75
40209	7/3/2019 CHK Ten-8	Yes PMCHK00001377 \$501.83
40210	7/3/2019 CHK Waste Pro	Yes PMCHK00001377 \$109.77
DD0000000000000019533	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$253.96
DD0000000000000019534	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$199.99
DD0000000000000019535	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$249.35
DD0000000000000019536	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$230.87
DD0000000000000019537	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$470.98
DD0000000000000019538	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$230.87
DD0000000000000019539	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$286.29
DD0000000000000019540	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$193.94
DD0000000000000019541	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$230.87
DD0000000000000019542	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$286.29
DD0000000000000019543	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$534.01
DD0000000000000019544	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$230.87
DD0000000000000019545	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$193.94
DD0000000000000019546	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$286.29
DD0000000000000019547	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$193.93
DD0000000000000019548	7/3/2019 CHK Payroll Check	Yes UPRCC00000727 \$378.63
IAJ000005444	7/3/2019 IAJ Deposits	Yes CMTRX00002429 \$3,516.69
DAJ000005441	7/5/2019 DAJ EFTPS	Yes CMTRX00002428 \$807.63
XFR000005450	7/9/2019 XFR Transfer From CASH	Yes CMXFR00000569 \$130,000.00
40211	7/10/2019 CHK Payroll Check	Yes UPRCC00000729 \$3,834.17
40212	7/10/2019 CHK Payroll Check	Yes UPRCC00000729 \$3,834.17
40213	7/10/2019 CHK Airgas USA, LLC	Yes PMCHK00001378 \$156.32
40214	7/10/2019 CHK Fire Brigade	Yes PMCHK00001378 \$405.00
40215	7/10/2019 CHK Gause and Associates, Inc.	Yes PMCHK00001378 \$1,584.00
40216	7/10/2019 CHK Home True Value	Yes PMCHK00001378 \$8.09
40217	7/10/2019 CHK Kwiatkowski	Yes PMCHK00001378 \$1,248.00
40218	7/10/2019 CHK Lynch Oil Company	Yes PMCHK00001378 \$1,295.08
40219	7/10/2019 CHK MCUD	Yes PMCHK00001378 \$494.20
40220	7/10/2019 CHK David Nonell	Yes PMCHK00001378 \$2,083.33
40221	7/10/2019 CHK Sams Club	Yes PMCHK00001378 \$368.90
40222	7/10/2019 CHK SHI	Yes PMCHK00001378 \$2,527.68

Checkbook ID	Description	User-Defined 1	Current Balance
Number	Date	Type Paid To/Rcvd From	Reconciled Origin Payment Deposit
40223	7/10/2019	CHK Shinn, Damon	Yes PMCHK00001378 \$750.00
40224	7/10/2019	CHK Suncoast Professional	Yes PMCHK00001378 \$1,108.20
40225	7/10/2019	CHK TECO	Yes PMCHK00001378 \$44.60
40226	7/10/2019	CHK Ten-8	Yes PMCHK00001378 \$4,712.65
DAJ000005445	7/10/2019	DAJ ICMA-RC	Yes CMTRX00002430 \$524.35
DAJ000005446	7/10/2019	DAJ ICMA-RC	Yes CMTRX00002430 \$4,773.05
DAJ000005447	7/10/2019	DAJ ICMA-RC	Yes CMTRX00002430 \$946.50
DAJ000005448	7/10/2019	DAJ ICMA-RC	Yes CMTRX00002430 \$1,080.76
DD00000000000019549	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,339.75
DD00000000000019550	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,180.62
DD00000000000019551	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,496.97
DD00000000000019552	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,914.59
DD00000000000019553	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,733.72
DD00000000000019554	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,626.48
DD00000000000019555	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,294.26
DD00000000000019556	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,970.69
DD00000000000019557	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,453.92
DD00000000000019558	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,740.97
DD00000000000019559	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,067.16
DD00000000000019560	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,931.29
DD00000000000019561	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,545.18
DD00000000000019562	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,924.46
DD00000000000019563	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,351.51
DD00000000000019564	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,678.12
DD00000000000019565	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,380.34
DD00000000000019566	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,478.06
DD00000000000019567	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,764.58
DD00000000000019568	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,861.16
DD00000000000019569	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,910.78
DD00000000000019570	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,099.70
DD00000000000019571	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,199.33
DD00000000000019572	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,419.38
DD00000000000019573	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,163.51
DD00000000000019574	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,650.26
DD00000000000019575	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,910.22
DD00000000000019576	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,889.92
DD00000000000019577	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,009.24
DD00000000000019578	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,650.69
DD00000000000019579	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,738.26
DD00000000000019580	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,723.08
DD00000000000019581	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,748.22
DD00000000000019582	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,672.82
DD00000000000019583	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,483.83
DD00000000000019584	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,791.18
DD00000000000019585	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,294.63
DD00000000000019586	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,189.41
DD00000000000019587	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,650.86
DD00000000000019588	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,230.07
DD00000000000019589	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$1,802.72
DD00000000000019590	7/10/2019	CHK Payroll Check	Yes UPRCC00000728 \$2,184.53
DAJ000005449	7/12/2019	DAJ EFTPS	Yes CMTRX00002431 \$33,442.06
DAJ000005452	7/12/2019	DAJ Tax Collector	Yes CMTRX00002432 \$19.82
IAJ000005451	7/12/2019	IAJ Tax Collector	Yes CMTRX00002432 \$660.65
IAJ000005454	7/16/2019	IAJ Deposits	Yes CMTRX00002434 \$4,642.20
40227	7/17/2019	CHK BoundTree	Yes PMCHK00001379 \$1,573.70
40228	7/17/2019	CHK Bradenton Herald	Yes PMCHK00001379 \$52.65
40229	7/17/2019	CHK The Center for Urgent Care	No PMCHK00001379 \$650.00
40230	7/17/2019	CHK Dye, Deitrich	Yes PMCHK00001379 \$25,000.00
40231	7/17/2019	CHK FPL	Yes PMCHK00001379 \$652.85
40232	7/17/2019	CHK France Lawn Care Inc.	Yes PMCHK00001379 \$680.00
40233	7/17/2019	CHK Marlin Business	Yes PMCHK00001379 \$225.00
40234	7/17/2019	CHK MCUD	Yes PMCHK00001379 \$443.31

Checkbook ID	Description	User-Defined 1		Current Balance			
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit	
40235	7/17/2019	CHK	Pesco Energy	Yes	PMCHK00001379	\$28.46	
40236	7/17/2019	CHK	Rigney, Ben	Yes	PMCHK00001379	\$202.00	
40237	7/17/2019	CHK	Shinn, Damon	Yes	PMCHK00001379	\$400.00	
40238	7/17/2019	CHK	STREAMLINE	Yes	PMCHK00001379	\$300.00	
40239	7/17/2019	CHK	Symbol Arts	Yes	PMCHK00001379	\$722.75	
40240	7/17/2019	CHK	Ten-8	Yes	PMCHK00001379	\$2,696.12	
40241	7/17/2019	CHK	Windemuller	Yes	PMCHK00001379	\$255.00	
DAJ000005453	7/17/2019	DAJ	EFTPS	Yes	CMTRX00002433	\$46.55	
XFR000005455	7/17/2019	XFR	Transfer From CASH	Yes	CMXFR00000570		\$250,000.00
DAJ000005456	7/19/2019	DAJ	Hancock Bank	Yes	CMTRX00002435	\$10.00	
40243	7/23/2019	CHK	AFLAC	Yes	PMCHK00001380	\$2,108.24	
40244	7/23/2019	CHK	BCBS Of Fl	Yes	PMCHK00001380	\$61,482.93	
40245	7/23/2019	CHK	Cortez Heating	Yes	PMCHK00001380	\$91.00	
40246	7/23/2019	CHK	Dye, Deitrich	Yes	PMCHK00001380	\$945.00	
40247	7/23/2019	CHK	FPL	Yes	PMCHK00001380	\$1,266.61	
40248	7/23/2019	CHK	Galati Marine	Yes	PMCHK00001380	\$852.75	
40249	7/23/2019	CHK	Kwiatkowski	No	PMCHK00001380	\$246.00	
40250	7/23/2019	CHK	LegalShield	No	PMCHK00001380	\$51.80	
40251	7/23/2019	CHK	Ogletree Deakins	Yes	PMCHK00001380	\$1,083.00	
40252	7/23/2019	CHK	Palma Sola Presbyterian Chur	No	PMCHK00001380	\$3,500.00	
40253	7/23/2019	CHK	Principal Dental	Yes	PMCHK00001380	\$5,483.07	
40254	7/23/2019	CHK	Salem Trust	Yes	PMCHK00001380	\$66,210.20	
40255	7/23/2019	CHK	St. Pete Coll	No	PMCHK00001380	\$30.00	
40256	7/23/2019	CHK	Suncoast Professional	No	PMCHK00001380	\$1,145.14	
40257	7/23/2019	CHK	Verizon Ipads-Cells	No	PMCHK00001380	\$844.87	
XFR000005463	7/23/2019	XFR	Transfer From CASH	Yes	CMXFR00000571		\$50,000.00
40242	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000730	\$3,886.69	
DAJ000005457	7/24/2019	DAJ	ICMA-RC	Yes	CMTRX00002436	\$343.40	
DAJ000005458	7/24/2019	DAJ	ICMA-RC	Yes	CMTRX00002436	\$4,790.34	
DAJ000005459	7/24/2019	DAJ	ICMA-RC	Yes	CMTRX00002436	\$946.50	
DAJ000005460	7/24/2019	DAJ	ICMA-RC	Yes	CMTRX00002436	\$1,082.53	
DD0000000000000019591	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,410.77	
DD0000000000000019592	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,400.10	
DD0000000000000019593	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,748.78	
DD0000000000000019594	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,908.84	
DD0000000000000019595	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,982.13	
DD0000000000000019596	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,292.47	
DD0000000000000019597	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,601.36	
DD0000000000000019598	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,271.30	
DD0000000000000019599	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,763.62	
DD0000000000000019600	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,026.43	
DD0000000000000019601	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,067.15	
DD0000000000000019602	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,913.11	
DD0000000000000019603	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,904.62	
DD0000000000000019604	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,688.05	
DD0000000000000019605	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,068.38	
DD0000000000000019606	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,412.09	
DD0000000000000019607	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,703.35	
DD0000000000000019608	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,672.33	
DD0000000000000019609	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,764.59	
DD0000000000000019610	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,811.39	
DD0000000000000019611	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,910.78	
DD0000000000000019612	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,372.76	
DD0000000000000019613	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,838.01	
DD0000000000000019614	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,094.26	
DD0000000000000019615	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,234.85	
DD0000000000000019616	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,007.75	
DD0000000000000019617	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,325.35	
DD0000000000000019618	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,584.46	
DD0000000000000019619	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,009.25	
DD0000000000000019620	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,650.68	
DD0000000000000019621	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,869.09	

Checkbook ID	Description	User-Defined 1	Current Balance				
Number	Date	Type	Paid To/Rcvd From	Reconciled	Origin	Payment	Deposit
DD0000000000000019622	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,686.47	
DD0000000000000019623	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,861.45	
DD0000000000000019624	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,580.08	
DD0000000000000019625	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,608.22	
DD0000000000000019626	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,791.18	
DD0000000000000019627	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,396.95	
DD0000000000000019628	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,189.41	
DD0000000000000019629	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$1,851.96	
DD0000000000000019630	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,183.70	
DD0000000000000019631	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,137.16	
DD0000000000000019632	7/24/2019	CHK	Payroll Check	Yes	UPRCC00000731	\$2,137.62	
IAJ000005465	7/25/2019	IAJ	Deposits	Yes	CMTRX00002439		\$1,484.56
DAJ000005461	7/26/2019	DAJ	EFTPS	Yes	CMTRX00002437	\$28,698.26	
DAJ000005462	7/26/2019	DAJ	FRS	Yes	CMTRX00002438	\$4,887.05	
40258	7/31/2019	CHK	Al Fingerprinting & Drug Scr	No	PMCHK00001381	\$90.00	
40259	7/31/2019	CHK	Boyd Insurance	No	PMCHK00001381	\$813.44	
40260	7/31/2019	CHK	Bradenton Herald	No	PMCHK00001381	\$30.42	
40261	7/31/2019	CHK	Bright House	No	PMCHK00001381	\$413.29	
40262	7/31/2019	CHK	Brunner	No	PMCHK00001381	\$811.35	
40263	7/31/2019	CHK	First Bankcard	No	PMCHK00001381	\$5,082.31	
40264	7/31/2019	CHK	Force Products	No	PMCHK00001381	\$112.00	
40265	7/31/2019	CHK	FPL	No	PMCHK00001381	\$995.24	
40266	7/31/2019	CHK	Frontier Communications	No	PMCHK00001381	\$472.94	
40267	7/31/2019	CHK	Gulf Business Systems	No	PMCHK00001381	\$22.00	
40268	7/31/2019	CHK	Lynch Oil Company	No	PMCHK00001381	\$296.76	
40269	7/31/2019	CHK	Manatee County	No	PMCHK00001381	\$1,874.73	
40270	7/31/2019	CHK	MES - Florida	No	PMCHK00001381	\$600.00	
40271	7/31/2019	CHK	Quadmed, Inc.	No	PMCHK00001381	\$3,975.00	
40272	7/31/2019	CHK	Staples	No	PMCHK00001381	\$56.17	
40273	7/31/2019	CHK	Ten-8	No	PMCHK00001381	\$423.23	
40274	7/31/2019	CHK	Waste Pro	No	PMCHK00001381	\$109.77	
IAJ000005466	7/31/2019	IAJ	Manatee County	No	CMTRX00002440		\$3,000.00
INT000005473	7/31/2019	INT	Reconciliation Adjustment	Yes	CMADJ00001026		\$128.67

199 Transaction(s)

FLCLASS ASSIGN	FL CLASS ASSIGNED ACCOUNT					\$2,048,300.89	
INT000005468	7/31/2019	INT	Reconciliation Adjustment	Yes	CMADJ00001021		\$4,299.91

1 Transaction(s)

FLCLASS IMPACT	FL CLASS IMPACT FUND					\$337,969.65	
INT000005467	7/31/2019	INT	Reconciliation Adjustment	Yes	CMADJ00001020		\$709.48

1 Transaction(s)

HEALTH	UNASSIGNED FUND BALANCE					\$1,653,875.12	
INT000005472	7/31/2019	INT	Reconciliation Adjustment	Yes	CMADJ00001025		\$1,753.96

1 Transaction(s)

IMPACT	IMPACT FUND					\$66,577.09	
IAJ000005464	7/25/2019	IAJ	Impact Fees	Yes	CMTRX00002439		\$5,490.00
INT000005469	7/31/2019	INT	Reconciliation Adjustment	Yes	CMADJ00001022		\$65.93

2 Transaction(s)

TRAINING	ASSIGNED FUND BALANCE					\$2,431,635.89	
INT000005471	7/31/2019	INT	Reconciliation Adjustment	Yes	CMADJ00001024		\$2,578.79

1 Transaction(s)

System: 8/5/2019 8:00:21 AM
User Date: 8/5/2019

West Manatee Fire and Rescue
CHECKBOOK REGISTER REPORT
Bank Reconciliation

Page: 5
User ID: Julie

Checkbook ID	Description	User-Defined 1		Current Balance		
Number	Date	Type	Paid To/Rcvd From	Reconciled Origin	Payment	Deposit
209	Total Transaction(s)					

West Manatee Fire Rescue District

Operating Budget Variance
10-01-18 through 09-30-19

Income	REVENUES	Total	Budget	Variance
		7/31/2019	9/30/2019	
Accounts	Taxes, Fees, Funds			
2000	Tax Receipts	7,188,012.18	7,121,512.00	66,500.18
2002	Loan	-	-	
2003	Miscellaneous	4,250.99	1,500.00	2,750.99
2005	Inspection Fees	6,120.00	3,000.00	3,120.00
2006	Grants	5,000.00	5,000.00	-
	Total Taxes, Fees, Funds	7,203,383.17	7,131,012.00	72,371.17
Accounts	Interest			
2012	Interest - Checking	105,109.80	60,000.00	45,109.80
	Total Interest	105,109.80	60,000.00	45,109.80
Accounts	Reimbursement			
2019	Retiree Insurance Reimbursement	54,303.41	50,000.00	4,303.41
2020	Insurance Reimbursement	27,928.57	-	27,928.57
2021	EMS Reimbursement	33,000.00	36,000.00	(3,000.00)
2022	Supplemental Comp Reimbursement	15,390.00	21,240.00	(5,850.00)
2025	Tax Excess Fee Reimbursement	44,412.35	42,000.00	2,412.35
2027	Miscellaneous Reimbursement	15,796.01	-	15,796.01
2028	FEMA Reimbursement	33,945.94	-	33,945.94
2030	AFG Grant Award	116,637.00		116,637.00
2032	SAFER Award	93,290.55	40,000.00	53,290.55
2034	Sale of Surplus Property	1,624,985.61	10,000.00	1,614,985.61
5002	Cell Tower Lease	53,827.00	53,827.00	-
	Total Reimbursement	2,113,516.44	253,067.00	1,860,449.44
	Budgeted Use of Assigned Reserves	-	480,000.00	(480,000.00)
	Total Revenue	9,422,009.41	7,924,079.00	1,497,930.41

West Manatee Fire Rescue District

Operating Budget Variance
10-01-18 through 09-30-19

EXPENSES	EXPENSES	Total	Budget	Variance
	Wages and Benefits	Year to date		
3000	Salaries	2,402,043.92	3,018,581.36	(616,537.44)
3001	FLSA/Regular OT	298,671.16	401,704.23	(103,033.07)
3003	Education/Specialty Pay	56,189.56	111,630.00	(55,440.44)
3004	Longevity Pay	158,206.30	172,841.36	(14,635.06)
3005	Retirement Health Savings	40,686.97	81,788.73	(41,101.76)
3006	Reserve Pay	29,130.00	45,000.00	(15,870.00)
3007	FICA/Medicare	218,665.87	304,199.28	(85,533.41)
3009	Workers Compensation	143,920.00	178,609.16	(34,689.16)
3010	Health Insurance	688,466.95	787,149.02	(98,682.07)
3011	Administrative Uniforms	1,330.42	3,025.00	(1,694.58)
3012	Operations Uniforms	6,087.66	10,000.00	(3,912.34)
3013	FRS	91,397.35	112,700.58	(21,303.23)
3014	CH175	671,050.67	780,556.28	(109,505.61)
3015	General Retirement	11,151.70	14,666.74	(3,515.04)
3016	Compensated Expenses	34,779.24	15,000.00	19,779.24
3017	Commission Honorarium	12,500.00	15,000.00	(2,500.00)
3019	Retiree Insurance	50,707.75	50,000.00	707.75
	Total Wages and Benefits	4,914,985.52	6,102,451.74	(1,187,466.22)
	Maintenance			
3100	Building Maintenance	28,049.03	25,000.00	3,049.03
3102	Office Equipment Maintenance	2,479.47	5,000.00	(2,520.53)
3103	Vehicle Maintenance	62,742.62	75,000.00	(12,257.38)
3104	Communication Equip. Maintenance	6,992.34	7,000.00	(7.66)
3105	General Equipment Maintenance	1,939.42	4,000.00	(2,060.58)
3106	Rescue/Medical Maintenance	2,315.28	6,500.00	(4,184.72)
3107	Firefighting Maintenance	3,019.20	5,000.00	(1,980.80)
3108	USAR Maintenance	4,500.00	5,000.00	(500.00)
3109	Special Team Maintenance	826.58	2,000.00	(1,173.42)
3110	SCBA Maintenance	2,780.35	5,000.00	(2,219.65)
3111	Protective Gear Maintenance	964.33	7,500.00	(6,535.67)
	Total Maintenance	116,608.62	147,000.00	(30,391.38)
	Insurance			
3200	General Property/Vehicles	61,863.98	72,000.00	(10,136.02)
	Total Insurance	61,863.98	72,000.00	(10,136.02)
	Training			
3300	General Training	16,740.94	20,000.00	(3,259.06)
3301	Education Incentive	14,986.67	40,000.00	(25,013.33)
3302	Seminars & Conferances	18,225.48	15,000.00	3,225.48
3303	Reserve Training	-	-	
3304	Training Aids & Supplies	680.93	1,500.00	(819.07)
	Total Training	50,634.02	76,500.00	(25,865.98)
	Office Expenses			
3400	Postage	1,336.17	1,300.00	36.17
3401	Printing	306.18	500.00	(193.82)
3402	Advertising	749.85	2,000.00	(1,250.15)
3403	Subscriptions	624.00	450.00	174.00
3404	Legislative	-	500.00	(500.00)
3405	Dues	5,935.50	7,500.00	(1,564.50)
	Total Office Expenses	8,951.70	12,250.00	(3,298.30)

West Manatee Fire Rescue District

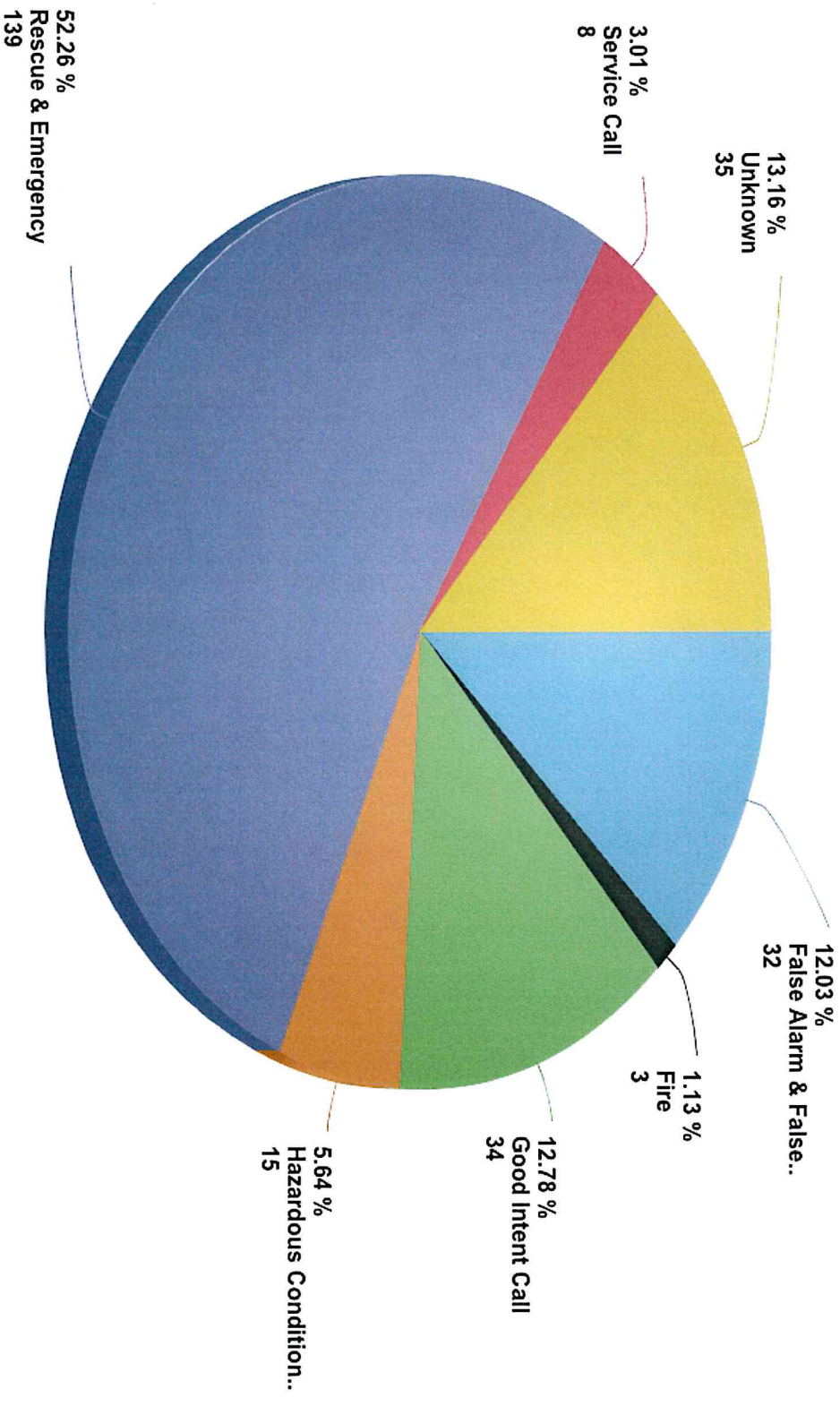
Operating Budget Variance
10-01-18 through 09-30-19

Supplies				
3500	Office Supplies	1,892.60	8,000.00	(6,107.40)
3501	Station Supplies	3,991.11	5,500.00	(1,508.89)
3502	Medical Supplies	17,928.97	31,000.00	(13,071.03)
3503	Small Tools and Minor Equipment	7,040.09	10,000.00	(2,959.91)
3505	Firefighting Supplies	12,957.24	10,000.00	2,957.24
		-		
	Total Supplies	43,810.01	64,500.00	(20,689.99)
Utilities				
3600	Fuel	30,813.08	45,000.00	(14,186.92)
3601	Telephone/Cell/Pagers/Imobile	21,429.16	26,000.00	(4,570.84)
3602	Electric	24,485.19	35,000.00	(10,514.81)
3603	Water/Sewer/Garbage	11,829.90	15,000.00	(3,170.10)
	Total Utilities	88,557.33	121,000.00	(32,442.67)
Fire Prevention				
3700	Fire Prevention	445.00	2,000.00	(1,555.00)
3701	Education Materials	154.95	5,000.00	(4,845.05)
3702	Codes	3,318.45	2,000.00	1,318.45
3703	Public Education/Open Houses	4,855.98	3,500.00	1,355.98
	Total Fire Prevention	8,774.38	12,500.00	(3,725.62)
Special Services				
3900	Accounting Services	28,320.00	30,000.00	(1,680.00)
3901	Tax Collector	216,305.17	213,645.36	2,659.81
3902	Legal Services	27,153.17	35,000.00	(7,846.83)
3903	Contract Services	154,420.34	160,000.00	(5,579.66)
3904	EAP	810.00	2,500.00	(1,690.00)
3905	Medical Expenses	24,400.00	22,000.00	2,400.00
	Total Special Services	451,408.68	463,145.36	(11,736.68)
Miscellaneous				
4100	Miscellaneous	5,505.89	10,975.90	(5,470.01)
4101	Grant Expenditures	-	-	
4102	Cadet Expenses	-	1,000.00	(1,000.00)
4103	Emergency Management	602.92	5,000.00	(4,397.08)
	Total Miscellaneous	6,108.81	16,975.90	(10,867.09)
Capital Outlay				
6000	Capital Expenses	491,781.88	480,000.00	11,781.88
	Total Capital Outlay	491,781.88	480,000.00	11,781.88
Debt Service				
6200	Interest	36,827.08	129,607.28	(92,780.20)
6201	Principal	942,006.59	226,148.72	715,857.87
	Total Debt Service	978,833.67	355,756.00	623,077.67
Total Expenses		7,222,318.60	7,924,079.00	(701,760.40)

Analysis by Incidents Type

07/01/2019-07/31/2019

- False Alarm & False Call
- Fire
- Good Intent Call
- Hazardous Condition (No Fire)
- Rescue & Emergency Medical Service Incident Service Call
- Unknown



Total of Incident Type:
266



West Manatee Fire Rescue District
 Fire & Life Safety Prevention Bureau
 PO Box 14028
 Bradenton, Florida 34280
 Phone: 941-761-1555 – Fax: 941-237-3935
"Excellence through Commitment, Courage and Compassion"

Fire Prevention Report July 2019

Inspections:

Regular	42	Plan Reviews:	
1 st Recall	11	Building	7
2 nd Recall	11	Temporary Use Permit	3
3 rd Recall	4	Hood Suppression	
> than 3 recalls	2	Underground	
Sprinkler Inspection		Electrical	
Alarm Inspection		Fire Alarm	
Pre-Fire Plans		Site	1
Hood Inspection		Sprinkler	
Certificate of Inspection	1	Fireworks Display	2
Consultation/Site		Complaints	
Total	71	Total	13

Public Education:

Bradenton Puppy Raisers/Southeastern Guide Dogs	11		
CPR	8		
Total	19		

Fire Investigations: 3

Date	Incident #	Address	Type of Fire
07/03/19	3608326	102 48 th St Holmes Beach	113-Cooking Fire, confined to container
07/05/19	3608363	5115 10 th Ave Dr W	142-Brush or brush and grass mixture fire
07/12/19	3608417	410 57 th St W	131-Passenger vehicle fire

West Manatee Fire Rescue
Monthly Training Report

July		Outside Training Attended				Hours
Training Hours:	674.51	Name	Location	Class	Hours	
Training Hours:YTD	5024.58	Ben Dillon	MTC	Paramedic School	80	
		Andrew Powers	PST&D	Private Fire Protection Sys 1	45	
		Tyler Macdonald	PST&D	State Emergency Response	8	
		Ben Rigney	FFCA	Executive Development	40	
Shift Training Hours						
A-Shift	177.23					
B-Shift	228.43					
C-Shift	269					
	674.51				173	
A-Shift	Hours	B-Shift	Hours	C-Shift	Hours	
BALZER	19.47	APPLE	11.98	ADKINS	16.82	
BOWEN	4.38	BAGGETT	46.72	AGRESTA	24.79	
BRUNNER	12.72	BERGBOM	23.89	BENSHOFF	18.73	
FLORES	6.81	DILLON	12.07	BILL	35.29	
FRAZIER	7.56	KIERNAN	2.5	GASKILL	19.06	
HAYGOOD	24.88	LAURICELLA	17.07	HOPKINS	22.13	
HILL	16.02	PETROSINO	21.14	JOHNSON	1.08	
JASINSKI	21.24	POWERS	47.97	KIMBRELL	27.57	
LEIGH	3.16	TACKETT	16.98	LEASE	24.35	
LONZO	14.3	TAYLOR	15.55	MACDONALD	35.76	
O'KELLY	25.39	VOLLMER	12.56	MOORE	18.22	
PHILLIPS	21.3			STUMP	25.05	
	177.23		228.43		269	



West Manatee Fire & Rescue District

Memorandum

Date: August 13, 2019

To: West Manatee Fire & Rescue Board of Commissioners

From: Tom Sousa, Fire Chief

Subject: Surplus Equipment

Executive Summary

Pursuant to Florida Statute 274.05, provides that the District may classify as surplus any of its property that is obsolete or the continued use of which is uneconomical and inefficient, or which serves no useful function.

The statute provides that the District within the reasonable exercise of its discretion and having consideration of the best interests of the District, the condition of the property to be classified as surplus, and the probability of such property being desired by one to whom offered, may offer the property for donation or sale as defined in F.S. 274.01 (1), or to a private non-profit agency as defined in F.S. 274.01 (3).

The tangible personal property described in Exhibit A is classified as surplus property pursuant to F.S. 274.05.

Recommendation

Staff recommends that all property in Exhibit A be declared surplus.



West Manatee Fire & Rescue District

Memorandum

Date: August 7, 2019

To: West Manatee Fire & Rescue Board of Commissioners

From: Ben Rigney, Administrative Battalion Chief

Subject: Consent Agenda – Medical Director Contract

Executive Summary

This Medical Director agreement extends the current agreement by two additional years. The prior agreement is set to expire on September 30, 2019. Legal has added minor HIPPA and boilerplate information.

This agreement has been reviewed by legal and there are changes in the compensation.

Recommendation

Staff recommends approval of the Agreement for Medical Director for Emergency Medical Services between West Manatee Fire and Rescue District and David C. Nonell M.D.

**AGREEMENT FOR MEDICAL DIRECTOR FOR
EMERGENCY MEDICAL SERVICES**

WHEREAS, Chapter 401, Florida Statutes and Florida Administrative Code 64J-1.004, adopted pursuant thereto, require the appointment of a licensed physician as Medical Director for Emergency Medical Services Systems; and

WHEREAS, the West Manatee Fire and Rescue District (hereinafter called DISTRICT) is an independent special district created by the legislature of the State of Florida that provides fire and first response medical services to the citizens of Manatee County; and

WHEREAS, the DISTRICT responds annually to over 1500 requests for emergency medical assistance in Manatee County by providing first response ALS Non-Transport medical services and finds it necessary to contract for services of an Emergency Medical Services (EMS) Medical Director.

WHEREAS, on or about, 2017, the DISTRICT and DAVID C. NONELL, M.D., (hereinafter "NONELL") entered into an Agreement for Medical Director for Emergency Medical Services ("Agreement") in which NONELL became Medical Director for DISTRICT, under the terms and conditions stated therein; and

WHEREAS, the AGREEMENT expires on September 30, 2019; and

WHEREAS, DISTRICT and NONELL desire to extend the AGREEMENT under the terms and conditions as set out in this Agreement.

NOW THEREFORE, in consideration of these premises and the mutual covenants by and between David C. Nonell, M.D. , and the DISTRICT, agree to reappoint NONELL as Medical Director and NONELL agrees to accept the reappointment as Medical Director for the DISTRICT upon the following terms and conditions:

1. The DISTRICT hereby reappoints NONELL as Medical Director for the West Manatee Fire and Rescue District. NONELL accepts reappointment as Medical Director for the West Manatee Fire and Rescue District.
 - a. The term of this agreement shall be for a period of two (2) years commencing October 1, 2019 through September 30, 2021. Each party may terminate this Agreement without cause on 90 days prior written notice to the other party.
 - b. DISTRICT shall pay NONELL for its services under this Agreement \$25,000 dollars annually, payable in monthly installments of \$2,083.33. NONELL agrees to provide DISTRICT a monthly summary of the tasks he has performed under this Agreement.

Payment schedule and dispute resolution shall be in accordance with the Florida Local Government Prompt Payment Act.

2. NONELL accepts appointment as Medical Director and agrees to provide services as an independent contractor for the DISTRICT, which shall include the performance of the duties of Medical Director set forth in Chapter 401, Florida Statutes, and Florida Administrative Code 64J-1.004.
3. NONELL shall perform the appropriate professional duties of a medical director as set forth herein, including, but not limited to:
 - a. Every two years develop and monitor medically correct standing orders or protocols that permit specified BLS (Basic Life Support) and ALS (Advance Life Support) procedures.
 - b. Shall develop and implement a patient care quality assurance system to assess the medical performance of DISTRICT personnel.
 - c. Shall ensure compliance to HIPAA rules and regulations.
 - d. Establish and approve equipment for non-transport vehicles and review and approve cervical immobilization devices for both adult and pediatric patients.
 - e. Develop and monitor EMS policies and procedures.
 - f. Provide oversight and approval of EMS training to include EMT-Paramedic re-certification as provided by the DISTRICT.
4. The DISTRICT agrees to provide liability coverage in the amount of Two Million dollars (\$2,000,000) with a minimum of two years of tail coverage at no cost to NONELL.
5. NONELL, or his duly qualified designee, shall be available for Medical Direction (including, but not limited to, response to major medical emergencies, protocol interpretation, disaster management or community health issues) seven (7) days per week, twenty-four (24) hours per day.
6. NONELL, on behalf of himself and any duly qualified designee acting on behalf of NONELL, agrees that he is a HIPAA business associate of DISTRICT, and that he will likely learn of or become aware of Protected Health Information (PHI) as a consequence of his duties under this Agreement. NONELL further agrees that he shall maintain and keep confidential such PHI in accordance with HIPAA governing regulations as set forth in 45 C.F.R. Parts 160-164.
7. Either party may terminate this Agreement by giving the other party 45 days written notice of termination.

8. Should either party be required to enforce its right under this Agreement, the prevailing party in such litigation shall be entitled to receive its reasonable fees and costs, including its reasonable attorney's fees, from the non-prevailing party. The parties shall engage in an alternative dispute resolution process prior to engaging in litigation. Such alternative dispute resolution is deemed a condition precedent to commencement of litigation. Any litigation arising out of or related to this Agreement shall be in the circuit court of the twelfth judicial circuit in and for Manatee County, Florida.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this _____ day of _____, 2019.

Witness as to NONELL:

David C. Nonell, M.D.

Title: _____

ATTEST: Clerk of the West Manatee Fire District,
Manatee County, Florida

BY: _____

BY: _____
Thomas Sousa, Chief

Date: _____