

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

*Minutes of April 16, 2024  
Administration Building*

The meeting was called to order at 6:12 p.m. with the following members present: Robert Bennett, Larry Jennis, David Bishop, Derrick Warner, and Billy Burke. The Pledge of Allegiance was followed by a moment of silence and the oath.

**CHANGES TO AGENDA:** None

**PUBLIC COMMENTS:** None

**CONSENT AGENDA:** Commissioner Bennett motioned to approve the Consent Agenda as presented; seconded by Commissioner Burke; motion passed unanimously.

**COMMUNICATIONS:** Administrative Assistant (AA) Wright stated a card and goodie baskets were received at the Administration Building from Bayside Church, and they also delivered lunch to the stations as a part of their serve week. AA Wright stated a letter was received from the Suwanee County Sheriff thanking the District for its resources after Hurricane Idalia.

**CARRIED FROM CONSENT AGENDA:** None

**OLD BUSINESS:**

- A. Transient Public Lodging Establishments (TPLE): Fire Marshal (FM) Kwiatkowski stated the Bureau has been busy with inspections and has had no negative feedback. Commissioner Jennis asked what the pass/fail rate is so far and how long a TPLE inspection takes. FM Kwiatkowski estimates it at 90% passing and credits that to the public education leading up to the inspection and stated each inspection takes 20 minutes.
- B. Banking and Investments: Chief Rigney stated that Staff and the Banking and Investments Committee was directed to draft a policy for cash transfers between accounts. Chief Rigney stated that the Cash Management policy was updated to match the current processes and to add additional procedures that were discussed by the Board, Auditor, and Legal Counsel during the last meeting. Chief Rigney then explained the cash transfer document that will be included in the consent agenda from now on if accepted. Commissioner Jennis motioned to adopt the updated Cash Management policy. Seconded by Commissioner Bennett. Discussion ensued regarding closest unit response. Motion carried unanimously.

**NEW BUSINESS:**

- A. Interlocal Agreement: AA Wright explained that the Bradenton Fire Department (BFD), particularly their Station 3 zone, was looking for solutions on fueling their vehicles where they weren't having to travel far out of their response zone as they are currently forced to do. AA Wright stated this document outlines the process of allowing BFD to fuel their vehicles at WMFR Station 1. Commissioner Bennett motioned to approve the interlocal agreement between WMFR and BFD. Seconded by Commissioner Burke. Commissioner Bishop asked if this would cause any burden to the District. Chief Rigney affirmed we would keep the current tank and this agreement would benefit WMFR as it will cycle fuel faster to keep a fresher product. Deputy Chief (DC) Johnson explained the process in which BFD personnel will follow when obtaining fuel. Motioned carried unanimously.
- B. Budget Workshop Continuation: Chief Rigney reiterated that the budget workshop was based on a 7.4% assessment rate increase and that the max PIG is 7.43%. Commissioner Jennis stated that 7.4% is what is needed as we go through labor negotiations. Commissioner Bishop encouraged residents to get away from looking at it as a percentage, but instead as an impact of about \$3 a month to the average size homeowner. The Board directed Staff to bring back a resolution with a 7.4% assessment increase.

**CHIEF'S REPORT:** Chief Rigney spoke on the perspective three high water vehicles and invited the Board to view one of the high-water vehicles and the new Battalion vehicle. Chief Rigney expressed his gratitude to FWC and the jail for loaning and painting the high-water vehicle. Chief Rigney then spoke on the Brian Reed

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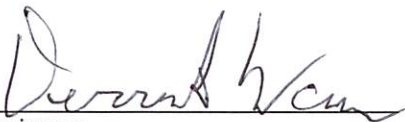
Memorial stating it was an impactful event and this year's attendance increased significantly. Chief Rigney thanked DC Johnson for organizing the event and the Commissioners for attending. Chief Rigney informed the Board that professional photos will be taken April 30<sup>th</sup> through May 2<sup>nd</sup> at 9 a.m. and invited the Board to get their photos taken as well. Chief Rigney then informed the Board that he will not be in attendance for the May 21<sup>st</sup> Commission meeting and that DC Johnson and FM Kwiatkowski will run the meeting. Training Chief (TC) Tuttle spoke on the two new live cast manikins the District purchased from Echo as well as the training monitor that will be utilized with them to practice skills. TC Tuttle expressed that one is an adult female that can be submerged in water and the other is a pediatric head.

**OTHER REPORTS:** Administrative Assistant (AA) Wright reminded the Board that financial disclosures are due by July 1<sup>st</sup> and that they all should have received an email to register and complete the form online. Chairman Warner asked if the mandatory ethics class needs to be completed before the form 1. AA Wright explained that the Board has until December 31<sup>st</sup> to complete the course and it will be certified on the 2024 form as this year, they are reporting on 2023.

**COMMISSIONER'S COMMENTS:** The Board thanked Staff for the hard work on the Budget Workshop as well as the execution of the Brian Reed Memorial event.

**NEXT MEETING:** Tuesday, May 21, 2024, at 6:00 p.m. at the Administration building.

**ADJOURNMENT:** Chairman Warner adjourned the meeting at 6:47 p.m.

  
Chairman

  
Secretary

