

**FORT MYERS SHORES FIRE & RESCUE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS  
May 20, 2021  
MINUTES**

**Call Meeting to Order**

Commissioner Apperson called the meeting to order at 7:31 p.m. In attendance were Commissioners Apperson, Kimball, Detzel, Ragen and Schneider. Also in attendance were Chief Dowaliby, Deputy Chief Rewis, Attorney Pringle, Chaplain Cords, Captain Clouse, Engineer Poulton, Administrative Assistant Howard, Jake Lamb, Albert Dambrose (Studio AD) , Kyle Kitchens (Studio AD), Brian Lee (BSSW Architects), John O’Grady (Fortress Secured).

**Pledge of Allegiance and Moment of Silence**

**Prayer - Chaplain Cords**

**Amendments to the Agenda**

New Business: Approval to purchase a truck from North Fort Myers Fire Department to use as a dual response Brush Truck/Rescue Truck for \$12,500.

**Presentations/Awards**

None

**Approval of Minutes**

The minutes for April 2021 were presented for approval. Commissioner Kimball made a motion to accept the minutes as presented. Commissioner Schneider seconded and the motion passed.

## Treasurer's Report

### First Bank - General Fund

Opening Balance	April 1, 2021		\$4,598,934.91
Credits		\$83,977.77	
Debits		\$365,636.26	
Ending Balance	April 30, 2021		\$4,317,276.42

### First Bank - Impact Fee Fund

Opening Balance	April 1, 2021		\$1,364,265.95
Credits		\$94,291.69	
Debits		\$0.00	
Ending Balance	April 30, 2021		\$1,458,557.64

First Bank - CDARS	Beginning Balance	Interest	Ending Balance
4 Week Public Funds CD	\$ 1,254,399.32	\$336.85	\$1,254,736.17
13 Week Public Funds CD	\$ 2,500,000.00	\$0.00	\$2,500,000.00
26 Week Public Funds CD	\$ 2,000,000.00	\$0.00	\$2,000,000.00
Total CDARS			\$5,754,736.17

<b>Total</b>			<b>\$11,530,570.23</b>
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The Board previously approved opening a new bank account so we could get a higher interest rate without moving funds to the CDARS accounts. The bank has started giving us the higher rate on our operating fund account so we do not need to set up the new account.

Commissioner Ragen made a motion to accept the Treasurer's Report. Commissioner Detzel seconded and the motion passed.

## Chief's Report

### Items of Interest

- The parking lot was sealed this week
- The garage doors will be installed next week
- We will talk about picking a constructor for Station 2 during Old Business
- Department anniversaries: Engineer Dave Washburn (15 years) and Firefighter Austin Gee (4 years)
- Birthdays: Administrative Assistant Howard's husband, Captain Swindle's oldest son, FF Mimbs daughter, FF Austin Gee's daughter

### Meetings Attended

- Chief's Association meeting
- Officers meeting
- Union negotiations VEBA
- Met with South Trail FD about a VEBA 501(c)(9)
- Medical Branch conference call
- Tablet Command class at Tice FD with Lehigh Acres FD instructing

### **Training Attended**

- Captain Clouse will give the Captain's Training Report
- Co-op Training and training with Tice FD
- FF Janey attended a USAR Logistics class

Commissioner Detzel made a motion to accept the Chief's Report. Commissioner Kimball seconded and the motion passed

### **Attorney's Report**

- Review of the process to use for disposing of the old air packs in Old Business under F.S. 274.06 which we can use because the air packs are worth less than \$5,000.

### **Fire Prevention Division Report**

- Current Construction: Multi-family units in Portico; Publix at Buckingham
- New Construction: None to report
- Projects Completed: Multi-family unit in Portico
- Revenues: The Division billed \$457.98 for the month.
- Meetings Attended: Lee County Fire Marshals and Inspectors Association; Lee County Fire Chiefs Association; Lee County Fire Arson Task Force
- Prevention Education: Hazardous Material for First Responders
- Inspections: Now that we have the new program up and operational we have data that is being collected. This last month we completed 12 inspections with 3 re-inspections for a total of 24 inspections for the year and 7 re-inspections. This year is going to be slow with the data gathering and entry that we will have to complete on each occupancy as we are on site completing the inspections.

- **General Information:** Firefighters Casey Gee, Devin Taylor, Landon Glenn, and I visited the REV Group and E-One plant on April 16<sup>th</sup> to look at a few of the new fire trucks that have been built or are currently being built. There was a very good discussion with the group about items we liked or disliked that will be helpful when it is time for us to start the process for our next truck.

Commissioner Detzel made a motion to accept the Prevention Report. Commissioner Ragen seconded and the motion passed.

### **Training Report**

- **Daily Training:** All shifts continue to participate in various functional training and circuit style workouts; Truck Checks; SCBA & Gear Checks; Target Solutions
- **Monthly Training:** Ladder Inspection and proper use; One pre-incident plan per shift; R.I.T. Drills; Fire Ground Skills; Hydraulics/Apparatus; EMT
- **Upcoming Training:** Firefighter Safety: Operations in Light Frame Construction & Florida Truss Law May 26, 27, 28; Rope Rescue Training with Tice Fire Department June 18; Inspections Class May 24, June 15, 29; Foam Operations; Medical In-service with Dr. Rodi
- **Training Needs:** None
- **A-Shift:** Extrication training with Tice FD; FF Glenn and FF Salyers took Rope Operations course; New SCBA pack training; Captain Jones college courses; Company Inspections; FF Glenn and FF Salyers designed a new company inspection form that we will start using
- **B-Shift:** Target Solutions classes; FF Schumacher is taking Hydraulics and Apparatus classes; Rope Rescue: High Line from second floor; Probationary FF task book training; Fire Officer 1 task book completed for FF Gee and FF Janey; Engineer Pledger completed HazMat Class; Captain Swindle and Engineer Hunt in college classes
- **C-Shift:** Probationary Firefighter training; FF Peterson is continuing to work on Fire Officer 1; Cleared out closet in the bays and set up gear extractor – electric is done and plumbing should be done this week; Extrication training with Tice FD; Company inspections; FF Taylor completed Rope Operations Level course; FF Casey Gee has been doing A services on the apparatus and went out for an emergency field repair on Brush 81 – Eugene Martinez with On Time Fleet Maintenance had the correct tools and donated his time to get the truck up and running

Commissioner Kimball made a motion to accept the Training Report. Commissioner Detzel seconded and the motion passed.

### **Public Input on Agenda Items**

None

### **Old Business**

1. Declare old air packs surplus, authorize their removal from inventory, authorize their disposal under F.S. #274.06. Inventory #2009-156-3, original cost \$60,270. We would like to donate a few of them to Alva Fire Department and East Lee High School.

Commissioner Schneider made the motion to declare the air packs surplus, authorize their removal from inventory, and authorize their disposal under F.S. #274.06. Commissioner Kimball seconded and the motion passed.

2. Discussion of responses to the P3 Request for Proposals issued after we received the unsolicited proposal from Fortress Secured for the construction of Station 2. We received responses from Wright Construction and Chris-Tel Construction. The Commissioners were provided with all of the proposals to review individually prior to the meeting.

Attorney Pringle reviewed the Public Private Partnership (P3) process so far and informed the Board of their options for the next step. His opinion is that all of the proposals are qualified proposals. The Board can discuss the proposals and rank them in order of preference if they choose. They also have the option to schedule a special meeting if they feel more discussion is necessary. They also have the option to reject all of the proposals. Florida Statute 255.065 outlines all of the steps and requirements for a P3 and Mr. Pringle reviewed those steps and requirements including the criteria the Board can use to determine their rankings.

If they choose to rank them at this time, they will direct Attorney Pringle to begin negotiations with the top-ranked firm. Once a contract is negotiated it will be brought back to the Board for approval. If Mr. Pringle is unable to negotiate a satisfactory contract with the top-ranked company, the Board can then direct him to open negotiations with the next-ranked firm and begin the process again.

At each point in the negotiations and the design/build process that follows, the Board of Commissioners will have the final decision-making responsibility. The Board previously

approved hiring Studio AD as their representatives throughout the process to aid in those decisions. Commissioner Apperson asked the representatives from Studio AD for their opinion on the proposals. Albert Dambrose from Studio AD said he has worked with two out of the three firms as an architect and in order to stay neutral he has put together information to help the Commissioners understand the three proposals.

Mr. Dambrose cautioned the Board to remember that none of the proposals are final and whichever one they choose will change through the process. He reviewed the information in each proposal and answered questions. As requested in the RFP all three proposals give outlines of the design/build/finance process and a starting point for plans, schedule, high/low cost range, and financing. Mr. Dambrose and Attorney Pringle answered questions from the Commissioners about financing considerations and the process. Mr. O'Grady and Mr. Lee also answered questions from the Board. Mr. Dambrose advised the Board to look at the proposed cost estimates not the total with estimated financing. The financing terms stated are only examples and the actual financing will be determined later in the process with rates and terms available at that time. The estimated costs will also vary as we proceed due to site prep requirements, material and equipment choices, and code requirements. Mr. Pringle also reviewed the contract process and reminded the Board that the responders were given a very limited idea of what our requirements are so they gave proposals with their best guess at a design that fits those requirements. They will not be able to give a guaranteed maximum price until all of the design choices are made and site requirements are determined. Mr. Lee from BSSW asked if there will be another opportunity for the responders to make presentations to the Board. Mr. Pringle answered that he did not anticipate that but deferred to the Board.

After discussion was concluded the Board decided to move forward with ranking the proposals. Each Commissioner announced their ranking individually and they were unanimous in their preference: 1) Fortress Secured; 2) Wright Construction; 3) Chris-Tel Construction.

Commissioner Detzel made a motion to accept the ranking, Commissioner Kimball seconded and the motion passed.

Commissioner Schneider thanked Mr. Lee, the representative from BSSW Architects who came to represent Wright Construction. Commissioner Apperson also thanked him.

Attorney Pringle requested that the Board appoint a negotiating team to negotiate with Fortress Secured consisting of Chief Dowaliby, Attorney Pringle, and Studio AD at minimum with a Board member if they choose. Commissioner Ragen offered to serve on the negotiating team.

Commissioner Detzel made a motion to appoint Attorney Pringle, Chief Dowaliby, Studio AD, and Commissioner Ragen to be the District's negotiating team for the initial contract negotiations. Commissioner Schneider seconded and the motion passed.

After discussion of the time constraints and the District's desire to move as quickly as possible through the process Attorney Pringle suggested setting up and advertising additional meeting dates to be used for the next six to nine months in the event that there is something time-sensitive that the Board needs to take action on. He recommended advertising them as regular meetings so any business can be taken up if needed. If we do not need them, they can be cancelled by putting a sign on the door and noting the cancellation on the website.

Commissioner Detzel made a motion to approve publishing an ad for a second meeting for each of the next nine months after Mr. Pringle provides his availability. The intention is to choose dates that fall two week before or after each of the currently scheduled meetings, preferably on Tuesday, Wednesday, or Thursday evenings and to hold them at the station at 7:30 p.m. Commissioner Ragen seconded and the motion passed.

### **New Business**

1. Approval to open a Costco Visa Account.

Commissioner Schneider made the motion to approve opening the Costco Visa account. Commissioner Ragen seconded and the motion passed.

2. Approval to purchase a 2012 Ford F550 from North Fort Myers Fire Department to equip as a brush truck with the possibility of also using it as a rescue truck for \$12,500. We have \$60,000 budgeted for a brush truck this year. We will have additional expenses for outfitting the truck but the total cost should come in below the budgeted amount. The total for purchasing and equipping it should come in somewhere between \$48,000 and \$50,000.

Commissioner Detzel made the motion to approve the purchase. Commissioner Ragen seconded and the motion passed.

**Public Input on Non-Agenda Items:**

None

**Union Report:**

Captain Clouse noted that we are working on the VEBA. Right now we are waiting for information on the actuary study we need.

**Comments from Commissioners:**

Thanks to Mr. Lee for attending.

**Adjourn**

Commissioner Detzel made a motion to adjourn. Commissioner Kimball seconded and the motion passed. Meeting was adjourned at 8:59 p.m.