

FORT MYERS SHORES FIRE & RESCUE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
April 20, 2023
MINUTES

Call Meeting to Order

Commissioner Detzel called the meeting to order at 7:32 p.m. In attendance were Commissioners Detzel, Ragen, Shewmaker and Kressel. Also in attendance were Chief Rewis, Deputy Chief Lamb, Chaplain Cords, Administrative Assistant Howard and members of the on-duty crew. Commissioner Schneider and Attorney Pringle were not in attendance.

Pledge of Allegiance and Moment of Silence

Prayer – Chaplain Cords

Amendments to the Agenda

1. Approval of audit.
2. Discussion of MOU with the union for the Minimum Manning Article in the Union Contract.

Presentations/Awards

Jeff Tuscan from Tuscan & Company presented the fiscal year 2022 financial audit. Mr. Tuscan reviewed the audit report noting that they have issued an Unmodified Opinion which is a clean opinion. They also issue a report as part of the audit testing internal controls for compliance. There was one current year comment noted: several capital inventory items were not labeled as required. We have corrected the issue by instituting a new labeling system and tracking software. There were no outstanding comments from last fiscal year. There are several other items the auditors are required to give an opinion on in their management letter. One is to determine if the District is a “going concern” meaning if they believe the District is able to continue to operate for the 12 months after the report is signed, which was January 2023. They are also required to report if they believe the District is in a financial crisis or deteriorating financial condition. They do not believe we have any of those conditions.

Mr. Tuscan also reviewed several graphs prepared to give an overview of the District’s income, operating expenses, capital expenditures, fixed assets, operating reserves, and impact fees reserve and expenditures over the past several years. He cautioned the District that there will be new considerations as we move forward. We need to continue to save reserves in anticipation of replacing the assets we are currently purchasing for the new station. In the past we have built our reserves

mainly for the construction of the new station and purchasing the equipment and apparatus. We have also been able to use Impact Fees to pay for part of the construction and equipment. However, we will have to use operating reserves to replace everything in the future.

Commissioner Ragen made a motion to approve the fiscal year 2022 audit. Commissioner Kressel seconded and the motion passed.

Approval of Minutes

The minutes for March 2023 were presented for approval. Commissioner Ragen made a motion to accept the minutes as presented. Commissioner Shewmaker seconded and the motion passed.

Treasurer's Report

Account balances at March 31, 2023 :

Operating Account: \$7,414,105.26; Impact Fee Account: \$1,582,158.52; C.D.A.R.S. Accounts: \$4,500,000.00; Synovus Construction Account: \$1,094,235.10; Synovus Loan Payment Account: \$162,434.61

NOTE: There was a glitch with the 4-Week CDARS at the end of March and the funds were not reinvested as they normally are and instead were transferred into our Operating account. The bank manager noticed it immediately when she returned from vacation the next day, notified me, and set up the funds to go back into the CDARS account on the next day it was possible. Unfortunately the glitch happened at the end of March and the reinvestment was completed at the beginning of April. Next month's Treasurer's Report will reflect the move back into the CDARS account.

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

Chief/Prevention Report

Chief's Report

- Our new engines look great, they are here in Fort Myers at the local Ten-8 dealership for some final touches.
- Ten-8 held their groundbreaking for their new Fort Myers location to grow with the community and the need of the local emergency response agencies. Our new engine was on display to represent the Southwest Florida area.
- We have received an update on the performance audit. They gathered a lot of information from our website and the Five-Year Plan. We will be getting a list of questions to reply to for the

completion of the audit. We anticipate that the final report will be presented to you at next month's meeting.

- Station 2 is moving along nicely. They have the roof finished and the interior walls framed out. They will start to hang drywall next week. At this point we should have the building released to us around July to finish setting up and getting it ready to open for service.
- Assistant Chief Runk from Tice FD and I assisted with the Bonita Springs brush fire two week ago with the assistance of a Task Force of brush trucks from multiple North Fire Districts.

Fire Prevention Division Report

Current Construction: No new changes from last month – moved Greenwell to completed; Multi-family units in Portico – the last building is now being built; Multi-family units in Pebblebrook in Verandah; Oakview community on Buckingham Rd – 51 single-family homes; Hemmingway Pointe community; Circle K at Palm Beach Blvd. and Buckingham Rd.

New Construction: None to report

Projects Completed: Greenwell Investment Properties – Multi-tenant office building and warehouse; Portico multi-family units.

Revenues: The division billed \$519.58 for the month

Meetings Attended: Rotary meetings; Lee County Fire Marshals and Inspectors Association; Lee County Fire Chief Association; River Hall CDD

Education: SWFL GIS symposium; FF Peterson completed his BLS Instructor course

Public Education: B-Shift attended the Spring Fling at River Hall Elementary School; C-Shift attended a life skills day at Riverdale High School; C-Shift went to the Olga Community Center for a water day for the kids.

Inspections: The division completed 152 inspections for the month of March including 51 re-inspections; I want to thank the crews for assisting with completing the annual inspections and pre-fire plans in the district; Captain Swindle has stepped up on his days off to assist getting us caught up this year.

Commissioner Ragen made a motion to accept the Chief's Report. Commissioner Shewmaker seconded and the motion passed.

Attorney's Report – Attorney Pringle was not in attendance.

Operations Division Report

Items of Interest

- Annual hydrant inspection, maintenance and flow testing is nearing completion; Bunker boot sizing and evaluations are progressing; Mutual aid brush fire response in Bayshore – A-Shift, Captain Jones; Mutual aid brush fire response in North Fort Myers – A & B Shifts, Captains Jones and Swindle; Olga Community Park Spring Break water day – C-Shift, Captain Clouse
- Call data: March 1, 2023 – March 31, 2023: 258 calls for service generating 320 vehicle responses, Zone 81 – 43.4%, Zone 82 – 51.1%
- Call data YTD: January 1, 2023 – March 31, 2023: 420 calls for service generating 513 vehicle responses. Zone 81 – 42.8%, Zone 82 – 51.4%

Meetings attended: Lee County Fire Chiefs Association; Lee County Fire Chiefs training group; Promotional testing; Lightning Wireless Solutions Public Safety Day

Training: Daily functional fitness with crews; District familiarization; Search and Rescue – Co-op training at Estero Firehouse 45; New firehose and nozzle review/implementation; Friction loss and hydraulics; District MVV (**Mission**, Vision and Values); Dr. Atiyeh – EMS in-service on medical/legal issues and documentation

Commissioner Ragen made a motion to accept the Operations Division Report. Commissioner Shewmaker seconded and the motion passed.

Training Report

- Daily Training: Functional training and circuit style workouts; truck checks; SCBA and gear checks; Target Solutions
- Monthly Training: Ladder inspection and proper use; one pre-incident plan per shift; R.I.T. drills; Fire Ground drills; Hydraulics/Apparatus; EMT
- Upcoming Training: East Lee Co-op; Promotional exams; Air consumption drill
- A-Shift: Mimbs, Salyers, Glenn are studying for the Engineer promotional exam; Mimbs is taking Inspector 2 classes; Hydrant maintenance; Various in-house training; Multiple pre-fire plans around the District completed; Salyers, Glenn attended co-op training
- B-Shift: Studying for Engineer promotional exam; Pledger in BOSAR class; Hydrant maintenance; Sackman in Confined Space class; Couple of guys took Course Design class; Janey, Schumacher, Hunt, Sackman attended co-op training
- C-Shift: Poulton, Peterson and Taylor studying for promotional exams; Taylor and Peterson have taken multiple classes this month; Hydrant maintenance; Pre-fire plans completed in District

Commissioner Ragen made a motion to accept the Training Report. Commissioner Shewmaker seconded and the motion passed.

Public Input on Agenda Items

Old Business

1. Update on Utility Truck to replace the 2006 Ford F-250. We are continuing to look for a truck that will meet our needs for the approved budget and we have located a couple of options. Chief Rewis will update as we get more information. We do not yet know if or when the government bidding will open back up.

New Business

1. Budget Resolution: Resolution #2023-01
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE FORT MYERS SHORES FIRE PROTECTION AND RESCUE SERVICE DISTRICT ("DISTRICT"), LEE COUNTY, FLORIDA: TO AMEND THE BUDGET FOR FISCAL YEAR 2022/2023; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.
Commissioner Ragen made a motion to adopt the resolution. Commissioner Shewmaker seconded and the motion passed as follows after being put to a roll-call vote:
Commissioner Detzel – Yes; Commissioner Ragen – Yes; Commissioner Shewmaker – Yes; Commissioner Kressel – Yes; Commissioner Schneider – Absent
2. Approval of Crew Sense / Vector Solutions staffing software - \$1,970.74 for the remainder of the fiscal year and the one-time setup fee and then \$2,810.00 for fiscal year 2024.
Commissioner Ragen made a motion to approve the purchase. Commissioner Detzel seconded and the motion passed.
3. Approve radio purchase – APX 6500 Dash Mount Mobile Radio \$6,695.92
Commissioner Ragen made a motion to approve the purchase. Commissioner Shewmaker seconded and the motion passed.
4. Discussion and action on the Synovus Construction account: We would like to get approval to close out the Synovus Construction account and move the remaining funds into the First Bank Operating account prior to the construction draw request in May. We will use the funds first toward the May payment and then use Impact Fees up to the \$1,000,000 previously approved by the Board.
Commissioner Detzel made a motion to close the account and move the remaining funds to First Bank. Commissioner Ragen seconded and the motion passed.
5. Approval for union negotiations to discuss an MOU to work out Article 11: Minimum Manning before the new station is opened, and to appoint the negotiating team for the district.
Commissioner Ragen made a motion to approve the negotiations and appoint Chief Rewis, Deputy Chief Lamb and Attorney Pringle to the negotiating team. Commissioner Shewmaker seconded and the motion passed.

Public Input on Non-Agenda Items:

None

Union Report: There was no union report but Chief Rewis noted that Engineer Hunt and Captain Clouse were both re-elected as DVPs.

Comments from Commissioners:

Commissioner Ragen: Everybody is doing a great job. Thanks to Debbie for her work on the audit. Thanks to Mr. Tuscan for his hard work and dedication to the audit process. Thanks to Deputy Chief Lamb for the call breakdowns and all the information he provides in his report.

Commissioner Shewmaker: Thanks to Mr. Tuscan and Debbie. Thanks to Captain Swindle for stepping up to help with the annual inspections. Thanks to the guys.

Commissioner Kressel: Thanks to Debbie. Thanks to Mr. Tuscan for a wonderful presentation and particularly for the graphs. They guys were in my neighborhood for a call this month and I heard they did a great job.

Commissioner Detzel: Thanks to everyone. Thanks to Mr. Tuscan and Debbie. Stay safe.

Adjourn

Commissioner Ragen made a motion to adjourn. Commissioner Detzel seconded and the motion passed. Meeting was adjourned at 8:50 p.m.