

AGENDA

REGULAR MEETING

BOARD OF COMMISSIONERS

TUESDAY, SEPTEMBER 4, 2018
5:01 P.M.

- I. Call to Order**
- II. Roll Call**
- III. The Pledge of Allegiance**
- IV. Public Comments**
- V. Approval of Minutes**
- VI. Work Comp Ins Presentations**
 - 1. Richard Caligiuri – Bouchard Insurance**
 - 2. Ben Robinson – USI Insurance**
- VII. Voting Items**
 - 1. Tierra Verde Fire Budget
 - 2. Tierra Verde EMS Budget
 - 3. Lealman EMS Budget
 - 4. Traffic Control Agreement
- VIII. Secretary's Report**
- IX. Chief's Report**
- X. Commissioner's Report**
- XI. Old Business**
- XII. New Business**
- XIII. Good of the Organization**
- XIV. Adjournment**

**Lealman Special Fire Control District
Commissioner's Meeting Minutes
August 6, 2018**

- I.** The meeting was called to order at 1:00 with Chairman Ronald Kemerer presiding.
- II.** Roll call of commission members:
Present: Jay Alexander, Kathleen Litton, Rebecca Harriman, Ron Kemerer and Vivian Campbell
Absent:
- III. The Pledge of Allegiance**
- IV. Public Comment**
- V. Approval of Minutes**
There is a motion to accept the July 2, 2018 minutes as written.
Motion: R. Harriman
Second: K. Litton
Vote: 5-0
- There is a motion to accept the July 23, 2018 minutes as written.
Motion: J. Alexander
Second: K. Litton
Vote: 5-0
- VI. Voting Items**
D.C. Millican went over the Live Wire proposal for station security upgrades. The commission asked a few questions and D.C. Millican answered.
1. There is a motion to accept the Live Wire proposal in the amount of \$5,465.00 plus cost of camera and monitor.
Motion: J. Alexander
Second: K. Litton
Vote: 5-0
- VII. Secretary's Report**
- VIII. Chief's Report** – Chief Graham went over his report with the commission.

IX. Commissioner's Report

1. Commissioner Jay Alexander enjoyed the steak dinners with the guys.
2. Commissioner Rebecca Harriman was sorry she missed the luncheon. She did thank everyone for all they do in the community.
3. Commissioner Ronald Kemerer attended the Christmas in July at Quaker Steak and Lube. He thanked the crew that were there working the event. He also came to the luncheon. He thanked all the guys for their hard work and dedication to the job.
4. Commissioner Vivian Campbell thanked everyone for all they do.
5. Commissioner Kathleen Litton enjoyed the luncheon and thank the guys for everything they do.

X. Old Business

1. Chief Graham told the commission that we need to vote on the Tierra Verde budgets at the next meeting.

XI. New Business

1. Chief Graham told the commission that we sent out the information for our worker's compensation renewal to our current company and to Bouchard Insurance.
2. Chief Graham and Commissioner Campbell are looking for a possible new banking institution.

XII. Good of the Organization:

1. D.C. Millican talked to the commission about October Breast Cancer Awareness month.
There is a motion to purchase the blue dry fit cancer awareness shirts in the amount of \$4,400.00.

Motion: Kathleen Litton
Second: Rebecca Harriman
Vote: 5-0

2. D.C. Rexford went over the new NFPA air packs that we are in need of. He showed the commission all the new technology they have done in the last 10 years. He will bring in a quote to the next meeting.

****Commissioner Alexander left the meeting at 2:18****

XIII. Adjournment: There is a motion to adjourn at 2:33.

Motion: Rebecca Harriman
Second: Kathleen Litton
Vote: 4-0

Ronald Kemerer, Chairman

Vivian Campbell, Secretary/Treasurer

Lealman Special Fire Control District

Request for Quote

Name of Vendor: Bouchard Insurance
Type of Insurance Requested: Workers Compensation

Office Locations: Bouchard Insurance
8191 College Pkwy
Fort Myers, FL 33919

Nearest Location or
Representative Address: Same

Vendor Representative: Richard Caligiuri
Vendor Phone Number: 239-985-4501
Vendor Email Address: RichardCaligiuri@BouchardInsurance.com
Fire District Contact: Tami Bastian
Email Contact: tbastian@lealmanfire.com
Phone Number: 727-526-5650 (222)
Date of Meeting to Present: **September 4, 2018**
Time of Meeting: 5:01 pm
Location: Lealman Fire District
4360 55th Avenue North
St. Petersburg, FL 33714

Length of Presentation Up To: 20 Minutes

Notes:
All quotes must be one (1) year in length starting on October 1, 2018 and running through September 30, 2019.
** If quote is not presented at the meeting listed above, your quote may not be considered.
*** All handout materials must be complete with at least eight (8) complete sets.

Lealman Special Fire Control District

Request for Quote

Name of Vendor: USI Insurance
Type of Insurance Requested: Workers Compensation

Office Locations: USI Insurance
1715 N. Westshore Blvd
Tampa, FL 33607

Nearest Location or
Representative Address: Same
Vendor Representative: Ben Robinson
Vendor Phone Number: 813-321-7541
Vendor Email Address: Ben.Robinson@usi.com
Fire District Contact: Tami Bastian
Email Contact: tbastian@lealmanfire.com
Phone Number: 727-526-5650 (222)
Date of Meeting to Present: **September 4, 2018**
Time of Meeting: 5:01 pm
Location: Lealman Fire District
4360 55th Avenue North
St. Petersburg, FL 33714

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REVENUE AND FINANCING SOURCES
FISCAL YEAR 2018- 2019
BUDGET
TIERRA VERDE FIRE

FIRE DISTRICT: TIERRA VERDE FIRE DISTRICT

<u>SOURCE</u>	BUDGET FY2017-2018	BUDGET REQUEST FY2018-2019
County Tax Remittances (including Reserves)	1,684,233	1,754,292
Contract for Services (Emergency medical Services)	0	0
Federal Grants	0	0
State Grants	0	0
Proceeds sale of assets	0	0
Interest Res – for Equipment Fund	unknown	unknown
Interest Res – for Buildings & Land	0	0
Funds generated by operations		
Financed by sources enumerated above	0	0
Other Revenue	0	0
TOTAL REVENUE AND SOURCES	1,684,233	1,754,292
 <u>EXPENDITURES/APPROPRIATIONS</u>		
Personnel Services	1,472,063	1,542,122
Operating Expenses	109,170	109,170
Capital Outlay	23,000	23,000
Debt Services	0	0
Reserve for Equipment	50,000	50,000
Reserve for Buildings & Land	30,000	30,000
Reasonable & Customary Cost Exception	0	0
Reserve Revenue	0	0
Florida % Rule	0	0
Tax Collector Fee	0	0
County Tax Appraiser Office	0	0
Emergency medical Services		
TOTAL BUDGET	1,684,233	1,754,292

REVENUE AND FINANCING SOURCES
FISCAL YEAR 2018- 2019
BUDGET
TIERRA VERDE EMS

FIRE DISTRICT: TIERRA VERDE FIRE DISTRICT

<u>SOURCE</u>	BUDGET FY2017-2018	BUDGET REQUEST FY2018-2019
County Tax Remittances (including Reserves)	0	0
Contract for Services (Emergency medical Services)	452,475	466,043
Federal Grants	0	0
State Grants	0	0
Proceeds sale of assets	0	0
Interest Res – for Equipment Fund	unknown	unknown
Interest Res – for Buildings & Land	0	0
Funds generated by operations		
Financed by sources enumerated above	0	0
Other Revenue	0	0
TOTAL REVENUE AND SOURCES	452,475	466,043

EXPENDITURES/APPROPRIATIONS

Personnel Services	373,023	382,985
Operating Expenses	44,814	48,420
Capital Outlay	0	0
Debt Services	0	0
Reserve for Equipment	0	0
Reserve for Buildings & Land	0	0
Reasonable & Customary Cost Exception	34,638	34,638
Reserve Revenue	0	0
Florida % Rule	0	0
Tax Collector Fee	0	0
County Tax Appraiser Office	0	0
Emergency medical Services		
TOTAL BUDGET	452,475	466,043

REVENUE AND FINANCING SOURCES
FISCAL YEAR 2018- 2019
BUDGET
LEALMAN EMS

FIRE DISTRICT: TIERRA VERDE FIRE DISTRICT

<u>SOURCE</u>	BUDGET FY2017-2018	BUDGET REQUEST FY2018-2019
County Tax Remittances (including Reserves)	0	0
Contract for Services (Emergency medical Services)	2,590,269	2,729,267
Federal Grants	0	0
State Grants	0	0
Proceeds sale of assets	0	0
Interest Res – for Equipment Fund	unknown	unknown
Interest Res – for Buildings & Land	0	0
Funds generated by operations		
Financed by sources enumerated above	0	0
Other Revenue	0	0
TOTAL REVENUE AND SOURCES	2,590,269	2,729,267

EXPENDITURES/APPROPRIATIONS

Personnel Services	2,480,235	2,619,233
Operating Expenses	110,034	110,034
Capital Outlay	0	0
Debt Services	0	0
Reserve for Equipment	0	0
Reserve for Buildings & Land	0	0
Reasonable & Customary Cost Exception	0	0
Reserve Revenue	0	0
Florida % Rule	0	0
Tax Collector Fee	0	0
County Tax Appraiser Office	0	0
Emergency medical Services		
TOTAL BUDGET	2,590,269	2,729,267

INTERLOCAL SERVICE AGREEMENT

FOR

TRAFFIC CONTROL SIGNALS AND RELATED DEVICES

THIS AGREEMENT is made and entered into by and between PINELLAS COUNTY, hereinafter the "COUNTY", and the LEALMAN SPECIAL FIRE CONTROL DISTRICT, hereinafter the "DISTRICT", as political subdivisions of the State of Florida.

WITNESSETH, that:

WHEREAS, this Agreement is made pursuant to Section 125.0101, and Section 163.01, Florida Statutes (2017); and

WHEREAS, the DISTRICT has traffic control authority to carry out matters within DISTRICT limits, as authorized by Section 316, Florida Statutes (2017); and

WHEREAS, the DISTRICT and COUNTY recognize that maintaining traffic control signals and related devices in a uniform and systematic manner optimizes public resources, while providing enhanced safety, security, reliability, and consistent operation of such devices; and

WHEREAS, the DISTRICT requires qualified comprehensive services for traffic control signals and related devices located within their municipal limits; and

WHEREAS, the COUNTY has the knowledge, skills, and established fully-operational and competently staffed traffic signal and sign shops, and is willing to provide services to the DISTRICT on a reimbursement basis, and

NOW THEREFORE, in consideration of the mutual covenants hereinafter set forth, it is agreed as follows:

SECTION 1: SERVICES BY THE COUNTY

- 1.1 The COUNTY will provide a comprehensive maintenance management program comprised of the following described services, for traffic control signals and related devices situated within corporate limits, in a manner consistent with the requirements of the Florida Department of Transportation (FDOT) Traffic Signal Maintenance and Compensation Agreement; maintenance practices prescribed by the International Municipal Signal Association (IMSA); operational requirements of the Manual on Uniform Traffic Control Devices (MUTCD), as amended; construction requirements of the Florida Department of Transportation (FDOT) Standard Specifications for Road and Bridge Construction; and as supplemented by Pinellas County Public Works Department Standard Technical Specifications for Roadway and Related Construction, which shall not conflict with the aforementioned standards.

These services will be provided in a timely manner, without prior notice to, or prior authorization from, the DISTRICT. Professional Services, including but not limited to engineering and architectural design, are not provided through this Agreement.

12 **Basic Maintenance Services:** Maintenance activities, as generally described below, are included in the annual compensation for each device and location identified in Appendix "A."

1.2.1 Preventive Maintenance: Periodic evaluation, general maintenance, and routine repairs performed at regularly scheduled intervals, to maintain the integrity of the installation, and minimize failures and malfunctions.

1.2.2 Response Maintenance: In response to report or notification of a failure or malfunction, the COUNTY will evaluate, repair or replace equipment, components, and devices which have failed or malfunctioned as a result of normal wear and tear and/or obsolescence, in order to restore normal operation.

13 **Enhanced Repair Services:** Evaluation, repair or replacement of damaged equipment and components, or other services necessary to restore normal operation and compliance with the standards described in Section 1.1, resulting from casualty, collision, significant weather event or declared disaster, or by the willful and/or negligent actions of others. These services will be performed in a timely manner, in response to report or notification of failure, malfunction, or damage, without prior notice to, or prior authorization from, the DISTRICT. These services are in addition to Basic Maintenance Services, and therefore not included in the annual compensation for each device and location identified in Appendix "A"; they will be invoiced to the DISTRICT separately according to compensation rates identified in Appendix "B", unless such damages are the result of the actions of COUNTY personnel or its contractors.

14 **Optional Additional Services:** At the request of the DISTRICT or FDOT, and acceptance of the COUNTY'S proposed work schedule, these services may be performed at the option of the COUNTY, on a case-by-case basis, resources and schedules permitting. Optional Additional Services are in addition to Basic Maintenance Services, and therefore not included in the annual compensation for devices and locations identified in Appendix "A". Such Services will be invoiced to the DISTRICT separately according to compensation rates identified in Appendix "B". As professional services are not offered by this Agreement, the DISTRICT may be required to provide engineering design plans for certain installations and modifications to be performed by the COUNTY.

1.4.1 Operational changes or modifications to existing devices and locations, which require the installation of additional equipment, components, and/or devices, or the removal of equipment, components, and/or devices.

- 14.2 Relocation or removal of equipment, components, or devices, as specifically requested and authorized by the DISTRICT.
- 14.3 New installation of intersection control flashing beacons, roadside warning flashers, school zone beacons, pedestrian crossing signals, speed advance warning devices (speed check/speed feedback), and similar devices.
- 14.4 Installation, modification, or maintenance of signs and/or pavement markings and related materials.
- 14.5 Installation, modification, or removal of internally illuminated street name signs, blank-out signs, or other overhead mounted electrical information or guide signs.
- 14.6 Intersection and Roadway Lighting repair or maintenance activities.
- 14.7 Installation, modification, repair, or removal of other devices, components, or equipment, or at locations not specifically listed in Appendix "A".

SECTION 2: COMPENSATION

- 2.1 For services described in Section 1 above, the DISTRICT shall pay compensation to the COUNTY, in accordance with Sections 218.70-218.80, Florida Statutes (2017), for each of the following described devices, at locations identified in Appendix "A":
 - 2.1.1 Fully signalized intersections, fire pre-empt signals, pedestrian mid-block signals, HAWK signals, or any traffic control device which operates, or is capable of operating, as a fully functional traffic control signal displaying vehicle and/or pedestrian indications, and which have comparable service requirements.
 - 2.1.2 Emergency fire pre-emption devices - Specialized equipment at fire stations, on fire trucks, or attached to traffic control signals, which are utilized to assign priority to approaching fire truck equipped with the appropriate emitter device.
 - 2.1.3 Specialized Equipment/Components – Equipment, components, or devices connected to traffic control signals, which have specialized inventory and service requirements (example: audible pedestrian signals).
 - 2.1.4 Intersection control beacons; roadside school zone beacons, warning flashers, pedestrian/school crossing flashers – These devices display flashing warning lights in a specified direction, and have comparable service requirements.
 - 2.1.5 Speed advance warning devices (Speed check/speed feedback signs) - Roadside electronic signs displaying the speed of an approaching vehicle.

- 2.2 In cooperation with the DISTRICT, the COUNTY will annually update and reissue Appendix "A" to reflect the DISTRICT's devices and locations. The revised Appendix "A" will be finalized by the COUNTY, and provided to the DISTRICT prior to October 1st of each year. Appendix "A" will be updated and reissued during the year on an as-needed basis, to reflect additions and deletions of devices.
- 2.3 Concurrent with the COUNTY fiscal year, which begins October 1st, compensation rates shall be adjusted annually based on the realized costs to the COUNTY from the previous completed fiscal year. Accordingly, the COUNTY will update and reissue Appendix "B" to reflect the revised annual compensation rates, which will be provided to the DISTRICT prior to October 1st of each year. The first adjustment under this Agreement will take effect on **October 1, 2019**, and then annually thereafter for the life of this Agreement.
- 2.4 The DISTRICT shall make semi-annual payments to the COUNTY for the previous 6-month maintenance period, for all devices and locations identified in Appendix "A", according to compensation rates identified in Appendix "B". Semi-annual maintenance periods shall be October through March, and April through September.
- 2.5 Compensation for devices and locations added during the maintenance period will be prorated based on the number of days such devices and/or locations are covered by this Agreement.
- 2.6 Compensation for devices and locations removed or transferred during the maintenance period will be prorated based on the number of days such devices and/or locations were covered by this Agreement prior to removal or transfer.
- 2.7 Invoices for Enhanced Repair Services and Optional Additional Services will be submitted to the DISTRICT in sufficient detail for proper pre-audit and post-audit thereof.
- 2.8 Should this Agreement be terminated by either party, Final Invoice will include all services provided prior to termination.

SECTION 3: DISTRICT RESPONSIBILITIES

- 3.1 The DISTRICT agrees that any and all work involving devices and locations identified in Appendix "A" shall be performed by, or coordinated with, the COUNTY. The DISTRICT shall not itself perform, or contract with others to perform, any work involving or affecting devices identified in Appendix "A", without the prior authorization of the COUNTY. The DISTRICT shall have the right to perform, or to contract with others to perform, work on any device identified in Appendix "A" in any instance where the COUNTY fails to maintain a device in accordance with the terms provided herein after ten (10) days written notice to the COUNTY of said default and opportunity to cure. If the DISTRICT performs the work, the DISTRICT shall be responsible for said work.

- 32 As a condition of this Agreement, devices and equipment installed or modified by the DISTRICT or its contractors must comply with the standards identified in Section 1.1 above.
- 3.2.1 In addition to any inspections by others, as may be required by permit or construction contract, and prior to close-out of such permit or construction contract, the DISTRICT shall request a COUNTY Traffic Control Devices Review. Any issues noted during the Traffic Control Devices Review will be reported directly to the DISTRICT.
- 3.2.2 The Traffic Control Devices Review is prerequisite to COUNTY acceptance of the installation for maintenance under this Agreement, and is made for this sole purpose. As such, it shall not interfere with or replace any inspection made for any other purpose. Acceptance of an installation for maintenance shall be at the sole discretion of the COUNTY; such acceptance shall not be unreasonably withheld.
- 33 The DISTRICT will provide timely written requests to the COUNTY as needed, for additions or deletions to Appendix "A". The DISTRICT shall ensure that all devices and locations, for which COUNTY maintenance services are required, are reflected on Appendix "A"; the COUNTY shall not be responsible for maintenance of devices or locations not properly identified on Appendix "A".
- 34 The DISTRICT is responsible to contract separately for construction of new traffic signals, as well as the installation, replacement, painting, and structural repair of all concrete strain poles, steel strain poles and mast arm structures.
- 35 The DISTRICT is responsible for electrical power service and communications costs incurred in connection with the operation of DISTRICT traffic control devices.
- 36 The DISTRICT shall be solely responsible for any and all standards, requirements, installation, operation, maintenance, removal of red light running cameras and similar devices.
- 37 The DISTRICT is responsible for making claims for recovery of DISTRICT expenses from third- parties, resulting from casualty, collision, significant weather event or declared disaster, or the willful acts and/or negligent actions of others, for devices and locations identified on Appendix "A".

SECTION 4: RECORDS AND REPORTS, NOTICES AND OTHER CORRESPONDENCE

- 4.1 All maintenance activities and operational changes will be recorded in a Maintenance Log.
- 4.2 The COUNTY will provide the FDOT with annual reports of maintenance activities for

devices on state and federal roads, as required by the FDOT Traffic Signal Maintenance and Compensation Agreement between the FDOT and DISTRICT.

- 4.3 Records and Reports made and maintained under the terms of this Agreement shall be made available to the DISTRICT at all times during the term of this Agreement, and for three (3) years after final payment for services pursuant to this Agreement is made. Records include general accounting records, supporting documents, COUNTY records from all subcontractors performing work, and all other records of the COUNTY considered necessary by the DISTRICT for proper audit of costs and services. These records will be furnished to the DISTRICT in a timely manner, in response to written request.
- 4.4 The parties agree to comply with all applicable provisions of Section 119, Florida Statutes (2017).
- 4.5 **INVOICES AND PAYMENTS:** Invoices and payments required by this Agreement, to be given by either party to the other, shall be sent to the following respective addresses:

COUNTY:	Attention:	<u>Accounts Receivable</u>
	Title:	<u>Pinellas County Utilities</u>
	Address:	<u>P.O. Box 1780</u>
		<u>Clearwater, Florida 33757-1780</u>

DISTRICT:	Attention:	<u>Richard E. Graham</u>
	Title:	<u>Fire Chief</u>
	Address:	<u>Lealman Special Fire Control District</u>
		<u>4360 55th Avenue North</u>
		<u>St Petersburg, Florida 3714</u>

- 4.6 **NOTICES AND OTHER CORRESPONDENCE:** Unless otherwise specified herein, all Notices and correspondence, with the exception of invoices and payments, as may be required by law or by this Agreement to be given by either party to the other, shall be in writing, and shall be sent by certified/registered mail to the following respective addresses:

COUNTY: Attention: Ken Jacobs
 Title: Public Works Transportation Division Director
 Address: 22211 US 19 North
 Building # 1
 Clearwater, Florida 33765

DISTRICT: Attention: Richard E. Graham
 Title: Fire Chief
 Address: Lealman Special Fire Control District
 4360 55th Avenue North
 St Petersburg, Florida 33714

SECTION 5: MISCELLANEOUS PROVISIONS

- 5.1 This Agreement does not affect jurisdiction, ownership, or traffic control authority.
- 5.2 Nothing herein shall be construed to create any third-party beneficiary rights in any person not specifically party to this Agreement, or to increase the liability of the COUNTY or the DISTRICT under any theory.
- 5.3 Nothing herein shall be construed as a waiver of sovereign immunity under Section 768.28, Florida Statutes, or any similar provision of law, by either the COUNTY or the DISTRICT.
- 5.4 The DISTRICT agrees to defend, indemnify, and hold the COUNTY, its employees, officers, elected and appointed officials, and volunteers (collectively, the “Indemnified Parties”) harmless, to the extent allowed under law, from all claims, loss, damage and expense, including attorneys’ fees and costs on appeal, arising from the conduct of the DISTRICT and persons employed or utilized by the DISTRICT in any way related to the performance of this Agreement.
- 5.5 In the event the DISTRICT places or has placed a red light running camera on a traffic control device maintained by the COUNTY, the DISTRICT voluntarily assumes all risk of accidents, injuries and damages to any person or property, and hereby releases and discharges the Indemnified Parties from every claim, liability and demand of any kind, or in any way related to the red light running cameras. The DISTRICT shall defend at its expense, pay on behalf of, hold harmless and indemnify the Indemnified Parties from and against any and all claims, demands, liens, liabilities, penalties, fines, fees, including attorneys’ fees, judgments, losses, assessments, reimbursement and damages (collectively, “Claims”), whether or not a lawsuit is filed, which Claims have arisen out

of or in connection with, in whole or in part, the red light running cameras, notwithstanding that such Claims were alleged to have been caused by, in whole or in part, the negligence of any of the Indemnified Parties. The duty to defend is independent and separate from the duty to indemnify, and the duty exists regardless of any ultimate liability of the DISTRICT, Indemnified Parties, or any third party. The duty to defend arises immediately upon presentation of a Claim by any party to the DISTRICT or Indemnified Parties.

- 5.6 This Agreement shall be governed and construed in accordance with the laws of the State of Florida. Should any section, sentence or clause of this Agreement be deemed unlawful or unenforceable by a court of competent jurisdiction, no other provision hereto shall be affected, and all other provisions of this Agreement shall continue in full force and effect.
- 5.7 This Agreement shall be binding upon the parties, their successors and legal representatives until terminated.

SECTION 6: EFFECTIVE DATE, TERM AND TERMINATION

- 6.1 This term of this Agreement shall begin **October 1, 2018**, concurrent with the beginning of the COUNTY fiscal year, and shall remain in effect for a period of ten (10) years, thereby terminating on **September 30, 2028**, unless extended by mutual agreement, or terminated under other provisions of this Agreement.
- 6.2 This Agreement may be amended by the mutual written approval of the parties hereto, and may be terminated by either party upon thirty (30) days written notice to the other party, as provided herein. In lieu of automatic termination upon thirty (30) days from the date of receipt of a termination notice, either party may specify a distinct termination date in a termination notice; such termination date shall be effective so long as it is subsequent to thirty (30) days from the date of receipt of a termination notice when this Agreement would otherwise terminate.
- 6.3 Obligations under this Agreement, which by their nature should survive, will remain in effect after termination of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers, and have affixed their official seals hereto.

PINELLAS COUNTY

by and through its County Administrator

By: _____ Mark S. Woodard, County Administrator

APPROVED AS TO FORM:

By: _____ Office of County Attorney

LEALMAN SPECIAL FIRE CONTROL DISTRICT

By: _____ Chairperson

By: _____ Fire Chief

ATTEST:

By: _____ District Clerk

Reviewed and Approved:

By: _____ District Attorney

(SEAL)

	Acct ID	Balance in Budget	Year to Date Actual	Year to Date Budget
Revenues		457,242.74	8,342,225.26	8,799,468.00
SCHOLARSHIP TRUST EARNINGS/MAT	#0490-01	0.00	0.00	0.00
FEMA Reimbursement	#119	0.00	0.00	0.00
Fire Revenue	#400	304,475.71	5,892,723.29	6,197,199.00
FORT DESOTO REVENUE	#400-1	0.00	12,000.00	12,000.00
BAY PINES REVENUE	#400BP	0.00	0.00	0.00
EMS Revenue	#400E	431,711.50	2,158,557.50	2,590,269.00
RESERVE INCOME FROM COUNTY	#400F	0.00	0.00	0.00
COUNTY REIMBURSEMENT	#401E	(202,795.93)	202,795.93	0.00
Kenneth City Revenue	#401F	0.00	0.00	0.00
CONTRACT SERVICES	#402F	0.00	0.00	0.00
MISC. CONTRIBUTION	#403	(650.00)	650.00	0.00
EMS REVENUE 1% COST EXCEPTION	#404E	(20,892.00)	20,892.00	0.00
BUILDING/LAND INCOME	#404F	0.00	0.00	0.00
CD#0060791887#1	#405-1	0.00	0.00	0.00
CD#004659148	#405-2	0.00	0.00	0.00
CD#0069138911#3	#405-3	0.00	0.00	0.00
CD#0060062818#4	#405-4	0.00	0.00	0.00
CD#0063103964#5	#405-5	0.00	0.00	0.00
CD#0069606648#6	#405-6	0.00	0.00	0.00
SICK/VAC CD#8050833295	#405F	(655.73)	655.73	0.00
BUILDING/LAND RESERVE INCOME	#406F	(285.88)	285.88	0.00
misc income	#409	(400.00)	400.00	0.00
VEHICLE/EQUIPMENT MM Interest	#410F	(31.88)	31.88	0.00
GENERAL MM INTEREST	#411	(11,900.77)	11,900.77	0.00
CONSTRUCTION ACCOUNTInterest	#412E	0.00	0.00	0.00
Capital Reserve Interest	#412F	0.00	0.00	0.00
Vac/Sick CD 2203 interest	#413	0.00	0.00	0.00
Vac/Sick CD 2545 interest	#414	0.00	0.00	0.00
Vac/Sick MM Interest	#415	(36.09)	36.09	0.00
RESERVE CD INTEREST	#416F	0.00	0.00	0.00
VACATION SICK CD INTEREST	#417	0.00	0.00	0.00
State FF Incentive Pay	#420F	(13,419.68)	13,419.68	0.00
	#425			
FIRST RESPONDER FUNDING	EMS	0.00	0.00	0.00
GRANT REIMB-PAYROLL	#429	0.00	0.00	0.00

GRANT REVENUE	#429F	0.00	0.00	0.00
Gain/Loss on sale of assets	#430	0.00	0.00	0.00
MANAGEMENT FEE REVENUE T.V.	#432F	0.00	0.00	0.00
OTHER REIMB COST	#433F	0.00	0.00	0.00
ST PETE SETTLEMENT	#435F	0.00	0.00	0.00
INSPECTION FEES	#436F	(27,876.51)	27,876.51	0.00
OTHER REIMBURSED COST	0433F	0.00	0.00	0.00
MISC REVENUE ACCOUNT	9000F	0.00	0.00	0.00
GRIT LIABILITY WRITE OFF	9998F	0.00	0.00	0.00

Total Revenues		457,242.74	8,342,225.26	8,799,468.00
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Expenses

Executive Officers EMS	1101E	(5,483.72)	98,053.72	92,570.00
Executive Officers Fire	1101F	336,752.56	950,227.44	1,286,980.00
Regular EMS Salaries	1201E	(165,505.50)	1,375,265.50	1,209,760.00
Regular Fire Salaries	1201F	958,227.11	183,172.89	1,141,400.00
Other Salaries EMS	1301E	0.00	0.00	0.00
Other Salaries Fire	1301F	52,791.58	131,368.42	184,160.00
COMMISSIONER'S HONORARIUM	1401F	5,000.00	25,000.00	30,000.00
Overtime EMS	1480E	211,194.03	317,050.97	528,245.00
Overtime Fire	1480F	108,450.05	191,549.95	300,000.00
RELIEF STAFFING	1485E	0.00	0.00	0.00
RELIEF STAFFING FIRE	1485F	0.00	0.00	0.00
Incentive Pay EMS	1500E	0.00	0.00	0.00
Incentive Pay Fire	1500F	46,191.29	80,408.71	126,600.00
Firefighters Supp Comp	1601E/F	(11,322.04)	11,322.04	0.00
FICA EMS	2101E	(50,739.41)	142,469.41	91,730.00
FICA Fire	2101F	131,367.93	101,132.07	232,500.00
Retirement EMS	2201E	(136,755.98)	412,555.98	275,800.00
Retirement Fire	2201F	280,305.76	397,894.24	678,200.00
Group Life Insurance EMS	2301E	(332.28)	4,902.28	4,570.00
Group Life Insurance Fire	2301F	4,072.00	5,438.00	9,510.00
Group Health Insurance EMS	2310E	(12,506.35)	171,466.35	158,960.00
Group Health Insurance Fire	2310F	176,674.19	141,245.81	317,920.00
Weekly Income Inc. EMS	2330E	(2,275.00)	14,795.00	12,520.00
Weekly Income Inc. Fire	2330F	4,478.00	22,072.00	26,550.00
Work comp Ins EMS	2401E	0.00	105,780.00	105,780.00
Work comp Ins Fire	2401F	290,375.00	17,815.00	308,190.00

State Unemployment Ins EMS	2501E	65.06	234.94	300.00
State Unemployment Ins Fire	2501F	478.91	111.09	590.00
EMPLOYEE BENEFITS	2550F	0.00	0.00	0.00
PERSONNEL		2,221,503.19	4,901,331.81	7,122,835.00
Legal Fees EMS	3112E	(50.00)	50.00	0.00
Legal Fees Fire	3112F	100,154.80	15,845.20	116,000.00
Medical Svc's EMS	3113E	4,873.25	126.75	5,000.00
Medical Svc's Fire	3113F	4,523.00	3,477.00	8,000.00
Other Consulting Svc's EMS	3190E	(1,963.34)	1,963.34	0.00
Other Consulting Svc's Fire	3190F	3,317.22	11,682.78	15,000.00
Accounting/Audit EMS	3200E	505.00	14,495.00	15,000.00
Accounting/Audit Fire	3200F	(60.00)	25,060.00	25,000.00
Janitorial EMS	3420E	0.00	0.00	0.00
Janitorial Fire	3420F	(187.32)	6,187.32	6,000.00
Other Contractual Svc's EMS	3490E	0.00	0.00	0.00
Other Contractual Svc's Fire	3490F	(33,928.61)	76,928.61	43,000.00
Travel Reimbursement EMS	4000E	(1,400.00)	1,400.00	0.00
Travel Reimbursement Fire	4000F	(12,573.20)	27,573.20	15,000.00
Telephone EMS	4110E	0.00	0.00	0.00
Telephone Fire	4110F	2,921.37	17,078.63	20,000.00
Postage EMS	4200E	0.00	0.00	0.00
Postage Fire	4200F	2,489.32	2,510.68	5,000.00
Electric EMS	4310E	0.00	0.00	0.00
Electric Fire	4310F	10,540.63	39,459.37	50,000.00
WATER/SEWER	4320E	0.00	0.00	0.00
Water/Sewer Fire	4320F	1,527.44	4,472.56	6,000.00
Biowaste EMS	4321E	0.00	0.00	0.00
Waste Disposal EMS	4390E	0.00	0.00	0.00
Waste Disposal Fire	4390F	702.00	2,798.00	3,500.00
Storage Rental EMS	4420E	0.00	0.00	0.00
Storage Rental Fire	4420F	(3,010.96)	3,010.96	0.00
General Liability Ins. EMS	4511E	0.00	22,429.00	22,429.00
General Liability Ins. Fire	4511F	16,308.12	79,811.88	96,120.00
Building Repair Maint EMS	4620E	0.00	0.00	0.00
Building Repair Maint Fire	4620F	(19,185.19)	49,185.19	30,000.00
Equipment Repair/Maint EMS	4640E	29,448.66	51.34	29,500.00
Equipment Repair/Maint Fire	4640F	(907.71)	20,907.71	20,000.00
Fleet Repair/Maint EMS	4641E	(14,845.17)	14,845.17	0.00
Fleet Repair/Maint Fire	4641F	(3,644.32)	53,644.32	50,000.00

Radio Repair/Maint EMS	4642E	0.00	0.00	0.00
Radio Repair/Maint Fire	4642F	1,192.50	807.50	2,000.00
Printing and Binding EMS	4700E	0.00	0.00	0.00
Printing and Binding Fire	4700F	1,858.39	1,271.61	3,130.00
Office Supplies EMS	5100E	0.00	0.00	0.00
Office Supplies Fire	5100F	4,112.23	7,887.77	12,000.00
Petroleum Products EMS	5210E	17,450.53	12,549.47	30,000.00
Petroleum Products Fire	5210F	8,750.73	31,249.27	40,000.00
Small Tools and Supplies EMS	5240E	(83.15)	83.15	0.00
Small Tools and Supplies Fire	5240F	(1,581.05)	11,581.05	10,000.00
Uniforms EMS	5250E	1,749.70	4,250.30	6,000.00
Uniforms Fire	5250F	(10,940.10)	25,940.10	15,000.00
Medical Supplies	5262E	(1,543.25)	1,543.25	0.00
EXPENSE	5262F	0.00	0.00	0.00
HEALTHCARE PRODUCTS	5280F	0.00	0.00	0.00
Misc Operating Supplies EMS	5290E	0.00	0.00	0.00
Misc Operating Supplies Fire	5290F	(11,274.39)	29,274.39	18,000.00
Dues/Subscriptions EMS	5400E	794.25	1,310.75	2,105.00
Dues/Subscriptions Fire	5400F	605.67	8,594.33	9,200.00
Training and Education EMS	5410E	1,074.00	(1,074.00)	0.00
Training and Education Fire	5410F	(24,937.73)	54,937.73	30,000.00
COMMUNITY/EMPLOYEE EVENTS	5415F	0.00	0.00	0.00
Fire Prevention	5420F	985.79	4,014.21	5,000.00
DATA PROCESSING/SOFTWARE	5430E	0.00	0.00	0.00
DATA PROCESSING/SOFTWARE	5430F	920.75	4,079.25	5,000.00
OPERATING EXPENSES		74,689.86	693,294.14	767,984.00
BUILDING-LAND/COST	6210F	(27,047.77)	27,047.77	0.00
Office Equip and Furn EMS	6410E	0.00	0.00	0.00
Office Equip and Furn Fire	6410F	2,298.14	1,701.86	4,000.00
DATA PROCESSING EQUIPMENT	6420F	14,472.24	5,527.76	20,000.00
Vehicles/Heavy Equip EMS	6430E	(392,798.00)	392,798.00	0.00
Vehicles/Heavy Equip Fire	6430F	689,262.25	12,786.75	702,049.00
Com. Equip Fire	6494F	7,000.00	0.00	7,000.00
CAPITAL OUTLAY		293,186.86	439,862.14	733,049.00
Interest Expense	7210	0.00	0.00	0.00
Lease Purchase Agreement	7410FB	0.00	0.00	0.00
BAYPINES RESERVES	8000F	0.00	0.00	0.00

FORT DESOTO	8001F	12,000.00	0.00	12,000.00
RESERVE EQUIPMENT	8100F	0.00	0.00	0.00
RESERVE BUILDING/LAND	8200F	0.00	0.00	0.00
RESERVE ST PETE JC	8300F	0.00	0.00	0.00
FLA STATUTE 129	8400F	0.00	0.00	0.00
TAX COLLECTOR FEE	8500F	125,558.56	1,041.44	126,600.00
COUNTY TAX APPRAISER OFFICE	8600F	6,892.28	30,107.72	37,000.00
RESERVES/FEES		144,450.84	31,149.16	175,600.00

Total Expenses		<u>5,010,418.76</u>	<u>3,789,049.24</u>	<u>8,799,468.00</u>
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Net Income		(5,010,418.76)	(\$ 3,789,049.24)	(\$ 8,799,468.00)
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	Acct ID	Balance in Budget	Year to Date Actual	Year to Date Budget
Revenues				
Fire Revenue	#400	347,366.30	1,336,866.70	1,684,233.00
FORT DESOTO	#400DESOTO	0.00	0.00	0.00
EMS Revenue	#400E	75,418.30	377,056.70	452,475.00
MISC INCOME	#401	0.00	0.00	0.00
EMS REVENUE 1% COST EXCEPTION	#404E	0.00	0.00	0.00
GENERAL MM INTEREST	#411	(1,249.73)	1,249.73	0.00
State FF Incentive Pay	#420F	0.00	0.00	0.00
Gain/Loss on sale of assets	#430	0.00	0.00	0.00
COUNTY CAPITAL REIMBURSEMENT	#433F	0.00	0.00	0.00
INSPECTIONS	#436F	(200.00)	200.00	0.00
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Total Revenues		421,334.87	1,715,373.13	2,136,708.00

Expenses

Executive Officers EMS	1101E	0.00	0.00	0.00
Executive Officers Fire	1101F	101,358.79	272,911.21	374,270.00
Regular EMS Salaries	1201E	(89,578.34)	261,058.34	171,480.00
Regular Fire Salaries	1201F	73,729.36	271,300.64	345,030.00
Other Salaries EMS	1301E	0.00	0.00	0.00
Other Salaries Fire	1301F	14,760.00	0.00	14,760.00
COMMISSIONER'S HONORARIUM	1401F	0.00	0.00	0.00
Overtime EMS	1480E	38,595.04	58,112.96	96,708.00
Overtime Fire	1480F	95,028.63	94,248.37	189,277.00
RELIEF STAFFING	1485E	0.00	0.00	0.00
Incentive Pay EMS	1500E	(1,464.26)	1,464.26	0.00
Incentive Pay Fire	1500F	6,199.13	28,380.87	34,580.00
Firefighters Supp Comp	1601E/F	(3,212.61)	3,212.61	0.00
FICA EMS	2101E	(8,431.97)	21,551.97	13,120.00
FICA Fire	2101F	24,782.85	48,497.15	73,280.00
Retirement EMS	2201E	(30,276.02)	69,716.02	39,440.00
Retirement Fire	2201F	98,786.51	119,163.49	217,950.00
Group Life Insurance EMS	2301E	86.84	583.16	670.00
Group Life Insurance Fire	2301F	1,217.30	1,512.70	2,730.00
Group Health Insurance EMS	2310E	7,878.85	19,371.15	27,250.00
Group Health Insurance Fire	2310F	22,971.31	76,948.69	99,920.00

Weekly Income Inc. EMS	2330E	2,275.00	0.00	2,275.00
Weekly Income Inc. Fire	2330F	6,826.00	0.00	6,826.00
Work comp Ins EMS	2401E	0.00	22,030.00	22,030.00
Work comp Ins Fire	2401F	(47,010.00)	160,270.00	113,260.00
State Unemployment Ins EMS	2501E	(40.02)	90.02	50.00
State Unemployment Ins Fire	2501F	157.98	22.02	180.00
EMPLOYEE BENEFITS	2550F	0.00	0.00	0.00

PERSONNEL COSTS

314,640.37 1,530,445.63 1,845,086.00

Legal Fees EMS	3112E	0.00	0.00	0.00
Legal Fees Fire	3112F	1,000.00	0.00	1,000.00
Medical Svc's EMS	3113E	1,000.00	0.00	1,000.00
Medical Svc's Fire	3113F	2,550.00	1,890.00	4,440.00
Other Consulting Svc's EMS	3190E	(417.38)	417.38	0.00
Other Consulting Svc's Fire	3190F	(884.70)	1,884.70	1,000.00
Accounting/Audit EMS	3200E	(2,750.00)	7,250.00	4,500.00
Accounting/Audit Fire	3200F	2,750.00	4,750.00	7,500.00
MANAGEMENT FEES TO LFR	3210F	0.00	0.00	0.00
MANAGEMENT FEE EMS	3211E	0.00	0.00	0.00
MANAGEMENT FEE FIRE	3212F	0.00	0.00	0.00
Janitorial EMS	3420E	0.00	0.00	0.00
Janitorial Fire	3420F	1,995.76	1,504.24	3,500.00
Other Contractual Svc's EMS	3490E	0.00	0.00	0.00
Other Contractual Svc's Fire	3490F	1,761.67	15,476.33	17,238.00
Travel Reimbursment EMS	4000E	(700.00)	700.00	0.00
Travel Reimbursment Fire	4000F	(204.00)	204.00	0.00
Telephone EMS	4110E	0.00	0.00	0.00
Telephone Fire	4110F	(85.03)	2,785.03	2,700.00
Postage EMS	4200E	0.00	0.00	0.00
Postage Fire	4200F	300.00	0.00	300.00
Electric EMS	4310E	0.00	0.00	0.00
Electric Fire	4310F	3,694.20	4,305.80	8,000.00
WATER/SEWER	4320E	0.00	0.00	0.00
Water/Sewer Fire	4320F	327.25	4,672.75	5,000.00
Biowaste EMS	4321E	0.00	0.00	0.00
Waste Disposal EMS	4390E	0.00	0.00	0.00
Waste Disposal Fire	4390F	(75.95)	539.95	464.00
Storage Rental EMS	4420E	0.00	0.00	0.00

Storage Rental Fire	4420F	0.00	0.00	0.00
General Liability Ins. EMS	4511E	0.00	16,294.00	16,294.00
General Liability Ins. Fire	4511F	0.00	8,000.00	8,000.00
Building Repair Maint EMS	4620E	0.00	0.00	0.00
Building Repair Maint Fire	4620F	1,722.49	8,277.51	10,000.00
Equipment Repair/Maint EMS	4640E	0.00	0.00	0.00
Equipment Repair/Maint Fire	4640F	(1,192.25)	1,192.25	0.00
Fleet Repair/Maint EMS	4641E	10,266.91	2,033.09	12,300.00
Fleet Repair/Maint Fire	4641F	2,719.44	7,280.56	10,000.00
Radio Repair/Maint EMS	4642E	0.00	0.00	0.00
Radio Repair/Maint Fire	4642F	1,000.00	0.00	1,000.00
ALS ALLOWABLE ENGINE REPAIR	4643E	0.00	0.00	0.00
Printing and Binding EMS	4700E	0.00	0.00	0.00
Printing and Binding Fire	4700F	0.00	0.00	0.00
Office Supplies EMS	5100E	0.00	0.00	0.00
Office Supplies Fire	5100F	3,074.04	925.96	4,000.00
Petroleum Products EMS	5210E	4,110.69	2,389.31	6,500.00
Petroleum Products Fire	5210F	816.78	4,383.22	5,200.00
Small Tools and Supplies EMS	5240E	0.00	0.00	0.00
Small Tools and Supplies Fire	5240F	451.31	4,548.69	5,000.00
Uniforms EMS	5250E	2,597.25	1,402.75	4,000.00
Uniforms Fire	5250F	(3,426.28)	9,126.28	5,700.00
Medical Supplies	5262E	0.00	0.00	0.00
Misc Operating Supplies EMS	5290E	0.00	0.00	0.00
Misc Operating Supplies Fire	5290F	1,862.27	2,137.73	4,000.00
Dues/Subscriptions EMS	5400E	220.00	0.00	220.00
Dues/Subscriptions Fire	5400F	0.00	0.00	0.00
Training and Education EMS	5410E	236.00	(236.00)	0.00
Training and Education Fire	5410F	1,512.48	1,615.52	3,128.00
Fire Prevention	5420F	1,000.00	0.00	1,000.00
DATA PROCESSING/SOFTWARE	5430E	0.00	0.00	0.00
DATA PROCESSING/SOFTWARE	5430F	808.02	191.98	1,000.00
OPERATING EXPENSES		38,040.97	115,943.03	153,984.00

BUILDING-LAND/COST	6210F	0.00	0.00	0.00
Office Equip and Furn EMS	6410E	0.00	0.00	0.00
Office Equip and Furn Fire	6410F	3,227.75	1,772.25	5,000.00
DATA PROCESSING EQUIPMENT	6420F	1,437.05	2,062.95	3,500.00
Vehicles/Heavy Equip EMS	6430E	0.00	0.00	0.00
Vehicles/Heavy Equip Fire	6430F	11,500.00	0.00	11,500.00
Com. Equip Fire	6494F	3,000.00	0.00	3,000.00
CAPITAL OUTLAY		19,164.80	3,835.20	23,000.00
Interest Expense	7210	0.00	0.00	0.00
	7410F			
Lease Purchase Agreement	B	0.00	0.00	0.00
CUSTOMARY COST EXCEPTION	8000E	34,638.00	0.00	34,638.00
FORT DESOTO	8001F	0.00	0.00	0.00
RESERVE EQUIPMENT(HELD BY COUN	8100F	80,000.00	0.00	80,000.00
RESERVE/COST EXCEPTION		114,638.00	0.00	114,638.00
Total Expenses		551,633.41	1,585,074.59	2,136,708.00
Net Income		(551,633.41)	1,585,074.59	2,136,708.00

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Chief's Report

Injuries / Sickness / FMLA

1.) Off Duty Medical / Injuries / FMLA:

Larry Thompson – Is on light duty and working a modified schedule.

Mike Burgmaier – Working modified schedule (FMLA).

Rick Porter – Is off duty on FMLA since June 7, 2018.

Ryan Hilpl – Has returned to duty.

Greg Hunsinger - Is off on FMLA.

Tim Friedman - Is off on FMLA.

David Smith – Is off on FMLA.

Randy Keirn – Is off on FMLA.

Joe Fishback – Is off on FMLA.

Joe King – Is off on FMLA.

2.) In the Line of Duty FMLA/Injuries:

Updates:

- 3.) 5490 43rd Street Property – We are looking at fencing and obtaining bids/estimates.
- 4.) Data Driven Focus Group – We have met twice and are working on a trial phase to see the impact of a modified priority dispatch protocol.
- 5.) Active Shooter/Active Threat – The county wide policy has been completed and is to be voted on in August 2018 by the Pinellas County Sheriff, Police chiefs and then Fire Chiefs. Still waiting for the proposal to be presented to the Police Standards Council.
- 6.) Station 21 – Roof estimate – In the middle of this process.
- 7.) Station 19 Penny Project – No report or changes.
- 8.) Website ADA Compliance – Making the website compliant is a very tedious process. We have completed half of the pages and be compliant in the next few months. It is just a matter of time spent on fixing the pages. The
- 9.) Old Rescue Truck – We did not meet our minimum reserve on this sale, so we will repeat the process. No Change.
- 10.) New Employees – We now have 6 of our last 7 employees enrolled in paramedic school and all 7 are working through their probationary firefighter manual. I just wanted to congratulate them on their hard work so far and dedication to the fire service.