

AGENDA

REGULAR MEETING

BOARD OF COMMISSIONERS

MONDAY, June 4, 2018

1:00 P.M.

- I. **Call to Order**
- II. **Roll Call**
- III. **The Pledge of Allegiance**
- IV. **Public Comments**
- V. **Pinning Ceremony**
*****25 Minute Break*****
- VI. **Approval of Minutes**
- VII. **Voting Items**
 - 1.) Irma – Federally Funded Subaward and Grant Agreement Contract Number - Z0137
- VIII. **Secretary's Report**
- IX. **Chief's Report**
- X. **Commissioner's Report**
- XI. **Old Business**
 - 1.) Draft SOP on Sheltering
 - 2.) Insurance - Property, Vehicle, Liability
- XII. **New Business**
- XIII. **Good of the Organization**
 - 1.) CRA Annual Report
- XIV. **Adjournment**

Chief Graham,

After almost nine months of working with FEMA, we are in the process of finalizing the reimbursement for Hurricane Irma. As with any Public Assistance Grant it is passed down from FEMA to the State and then the State passes it through to us the Sub-Grantee. This process is normally done as the State has to pony up 12.5% of the cost, FEMA 75% of the cost and we are normally required to absorb 12.5% of the cost. President Trump in his Disaster Declaration agreed to pick up 100% of the cost for Emergency Protective Actions. Our request was only for Category 2 Damage - Emergency Protective Actions so our entire losses are covered at the 100% FEMA reimbursement rate.

The final damages the District had due to Hurricane Irma was \$145,980.27.

Since this is a pass-through grant, the State of Florida requires a sub-grantee agreement approved by our commissioners. I have reviewed the standard agreement and have filled in the required areas. I have attached the completed agreement for your consideration in presenting at the next Commission Meeting on June 4th. Commissioner Kemerer will need to sign two copies in several locations.

Once approved by you (and possibly reviewed by District's Attorney), I will print the copies and meet with Commissioner Kemerer after the meeting to obtain his signatures if approved by the Commission. Please let me know if you have any questions.

Respectfully,

**K. Larry Thompson, Captain
Emergency Management & Preparedness**

**Lealman Fire District
4360 55th Avenue North
St. Petersburg, Florida 33714**

**(727) 526-5650 x 548 (Office)
(727) 525-9657 (Fax)
(727) 481-2797 (Cellular)**

Visit our websites at www.lealmanfire.com and www.lealmancert.org

"There is no honor in responding to any emergency that could have been prevented through community education"

PUBLIC RECORDS ACT NOTIFICATION

You are hereby notified that in accordance with Florida's very broad public records law, most written communications to or from public employees or officials regarding public business are public records and are available to third parties upon request. Accordingly, this e-mail communication may be subject to public disclosure in accordance with Chapter 119, Florida Statutes. If you do not want your e-mail address released in response to a public records request, do not send me electronic mail. Instead, contact this office by phone or in writing. FS 668.6076

Richard Graham

Subject: FW: FDEM Agreement - Irma

Chief, as long as the District is comfortable with the requirements, it is legally sufficient to execute.

From: Richard Graham
Sent: Thursday, May 24, 2018 12:58 PM
To: Andrew Salzman
Cc: 'Tami Bastian'
Subject: FW: FDEM Agreement - Irma

Andy,

As part of our due diligence I am forwarding this over to you. Captain Thompson believes this is their standard language and did not see an issue with it. Please review and let me know if the commission can move forward and approve the contract.

This is 66 pages long so let me apologize in advance... some really dry reading.

Commissioners, I have forwarded this to you so you can begin reading over this document. Any questions please direct them to myself or Andy Salzman.
If you need a hard copy let me know and I will send it over.

Thank you,

Richard Graham
Fire Chief
Lealman Special Fire Control District
4360 55th Avenue North
St. Petersburg, FL 33714

727-526-5650 (ext. 225)

“You cannot build a reputation on what you are going to do” -- Henry Ford

From: K LARRY THOMPSON
Sent: Thursday, May 17, 2018 8:28 AM
To: Richard Graham
Cc: David Brower Tami L. Bastian
Subject: FDEM Agreement - Irma

Lealman Special Fire Control District
Income Statement
For the Seven Months Ending April 30, 2018

LFR

	Acct ID	Balance in Budget	Year to Date Actual	Year to Date Budget
Revenues				
SCHOLARSHIP TRUST EARNINGS	#0490-01	0.00	0.00	0.00
FEMA Reimbursement	#119	0.00	0.00	0.00
Fire Revenue	#400	779,348.51	5,417,850.49	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	882,469.51	1,707,799.49	2,590,269.00
RESERVE INCOME FROM COUNTY	#400F	0.00	0.00	0.00
Kenneth City Revenue	#401F	0.00	0.00	0.00
CONTRACT SERVICES	#402F	0.00	0.00	0.00
MISC. CONTRIBUTION	#403	(350.00)	350.00	0.00
EMS REVENUE 1% COST EXCEPT	#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	0.00	0.00	0.00
BUILDING/LAND RESERVE INCOME	#406F	(189.47)	189.47	0.00
misc income	#409	(50.00)	50.00	0.00
VEHICLE/EQUIPMENT MM Interest	#410F	(22.23)	22.23	0.00
GENERAL MM INTEREST	#411	(8,399.57)	8,399.57	0.00
CONSTRUCTION ACCOUNT Interest	#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	(25.17)	25.17	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
FIRST RESPONDER FUNDING	#425 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.	#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	(20,536.36)	20,536.36	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		1,597,933.54	7,201,534.46	8,799,468.00

Lealman Special Fire Control District
Income Statement
For the Seven Months Ending April 30, 2018

	Accnt ID	Balance in Budget	Year to Date Actual	Year to Date Budget
Expenses				
*****	#6210F	0.00	0.00	0.00
Executive Officers EMS	1101E	23,579.44	68,990.56	92,570.00
Executive Officers Fire	1101F	604,539.93	682,440.07	1,286,980.00
Regular EMS Salaries	1201E	225,234.11	984,525.89	1,209,760.00
Regular Fire Salaries	1201F	1,063,273.32	78,126.68	1,141,400.00
Other Salaries EMS	1301E	0.00	0.00	0.00
Other Salaries Fire	1301F	92,662.06	91,497.94	184,160.00
COMMISSIONER'S HONORARIUM	1401F	12,500.00	17,500.00	30,000.00
Overtime EMS	1480E	267,954.56	260,290.44	528,245.00
Overtime Fire	1480F	165,951.83	134,048.17	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	71,183.34	55,416.66	126,600.00
Firefighters Supp Comp	1601E/F	(7,961.88)	7,961.88	0.00
FICA EMS	2101E	(14,052.63)	105,782.63	91,730.00
FICA Fire	2101F	166,497.55	66,002.45	232,500.00
Retirement EMS	2201E	(60,418.36)	336,218.36	275,800.00
Retirement Fire	2201F	425,124.12	253,075.88	678,200.00
Group Life Insurance EMS	2301E	1,086.42	3,483.58	4,570.00
Group Life Insurance Fire	2301F	5,749.42	3,760.58	9,510.00
Group Health Insurance EMS	2310E	48,525.62	110,434.38	158,960.00
Group Health Insurance Fire	2310F	236,851.86	81,068.14	317,920.00
Weekly Income Inc. EMS	2330E	12,520.00	0.00	12,520.00
Weekly Income Inc. Fire	2330F	26,550.00	0.00	26,550.00
Work comp Ins EMS	2401E	69,320.00	36,460.00	105,780.00
Work comp Ins Fire	2401F	293,975.00	14,215.00	308,190.00
State Unemployment Ins EMS	2501E	80.39	219.61	300.00
State Unemployment Ins Fire	2501F	481.93	108.07	590.00
EMPLOYEE BENEFITS	2550F	0.00	0.00	0.00
PERSONNEL COSTS		3,731,208.03	3,391,626.97	7,122,835.00
Legal Fees EMS	3112E	0.00	0.00	0.00
Legal Fees Fire	3112F	104,871.80	11,128.20	116,000.00
Medical Svc's EMS	3113E	4,975.00	25.00	5,000.00
Medical Svc's Fire	3113F	4,778.00	3,222.00	8,000.00
Other Consulting Svc's EMS	3190E	(1,569.10)	1,569.10	0.00
Other Consulting Svc's Fire	3190F	6,709.16	8,290.84	15,000.00
Accounting/Audit EMS	3200E	(8,320.00)	23,320.00	15,000.00
Accounting/Audit Fire	3200F	10,495.00	14,505.00	25,000.00
Janitorial EMS	3420E	0.00	0.00	0.00
Janitorial Fire	3420F	2,401.67	3,598.33	6,000.00
Other Contractual Svc's EMS	3490E	0.00	0.00	0.00
Other Contractual Svc's Fire	3490F	(19,272.43)	62,272.43	43,000.00
Travel Reimbursment EMS	4000E	(1,400.00)	1,400.00	0.00
Travel Reimbursment Fire	4000F	(9,286.23)	24,286.23	15,000.00
Telephone EMS	4110E	0.00	0.00	0.00
Telephone Fire	4110F	8,524.09	11,475.91	20,000.00

Lealman Special Fire Control District
Income Statement
For the Seven Months Ending April 30, 2018

	Acct ID	Balance in Budget	Year to Date Actual	Year to Date Budget
Postage EMS	4200E	0.00	0.00	0.00
Postage Fire	4200F	2,576.07	2,423.93	5,000.00
Electric EMS	4310E	0.00	0.00	0.00
Electric Fire	4310F	23,038.24	26,961.76	50,000.00
WATER/SEWER	4320E	0.00	0.00	0.00
Water/Sewer Fire	4320F	3,004.33	2,995.67	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	1,702.00	1,798.00	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	83,166.32	12,953.68	96,120.00
Building Repair Maint EMS	4620E	0.00	0.00	0.00
Building Repair Maint Fire	4620F	14,455.29	15,544.71	30,000.00
Equipment Repair/Maint EMS	4640E	29,448.66	51.34	29,500.00
Equipment Repair/Maint Fire	4640F	11,159.23	8,840.77	20,000.00
Fleet Repair/Maint EMS	4641E	(11,773.30)	11,773.30	0.00
Fleet Repair/Maint Fire	4641F	31,056.39	18,943.61	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	2,668.33	461.67	3,130.00
Office Supplies EMS	5100E	0.00	0.00	0.00
Office Supplies Fire	5100F	5,871.67	6,128.33	12,000.00
Petroleum Products EMS	5210E	21,496.18	8,503.82	30,000.00
Petroleum Products Fire	5210F	19,983.52	20,016.48	40,000.00
Small Tools and Supplies EMS	5240E	(56.07)	56.07	0.00
Small Tools and Supplies Fire	5240F	3,879.35	6,120.65	10,000.00
Uniforms EMS	5250E	2,478.19	3,521.81	6,000.00
Uniforms Fire	5250F	(6,382.47)	21,382.47	15,000.00
Medical Supplies	5262E	(1,434.60)	1,434.60	0.00
EXPENSE	5262F	0.00	0.00	0.00
Misc Operating Supplies EMS	5290E	0.00	0.00	0.00
Misc Operating Supplies Fire	5290F	(6,773.51)	24,773.51	18,000.00
Dues/Subscriptions EMS	5400E	838.50	1,266.50	2,105.00
Dues/Subscriptions Fire	5400F	3,592.00	5,608.00	9,200.00
Training and Education EMS	5410E	760.00	(760.00)	0.00
Training and Education Fire	5410F	4,986.37	25,013.63	30,000.00
Fire Prevention	5420F	4,168.35	831.65	5,000.00
DATA PROCESSING/SOFTWARE	5430E	0.00	0.00	0.00
DATA PROCESSING/SOFTWARE	5430F	3,196.61	1,803.39	5,000.00
OPERATING EXPENSES		348,194.15	419,789.85	767,984.00

Lealman Special Fire Control District
Income Statement
For the Seven Months Ending April 30, 2018

	Accnt ID	Balance in Budget	Year to Date Actual	Year to Date Budget
BUILDING-LAND/COST	6210F	(16,417.50)	16,417.50	0.00
Office Equip and Furn EMS	6410E	0.00	0.00	0.00
Office Equip and Furn Fire	6410F	(700.86)	4,700.86	4,000.00
DATA PROCESSING EQUIPMENT	6420F	18,470.24	1,529.76	20,000.00
Vehicles/Heavy Equip EMS	6430E	(196,399.00)	196,399.00	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
Interest Expense	7210	0.00	0.00	0.00
Lease Purchase Agreement	7410FB	0.00	0.00	0.00
CAPITAL OUTLAY		501,215.13	231,833.87	733,049.00
BAY PINES 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	126,600.00	0.00	126,600.00
COUNTY TAX APPRAISER OFFIC	8600F	17,052.84	19,947.16	37,000.00
RESERVES/FEES		155,652.84	19,947.16	175,600.00
Total Expenses		<u>7,874,606.76</u>	<u>924,861.24</u>	<u>8,799,468.00</u>
Net Income		<u>(7,874,606.76) (\$</u>	<u>924,861.24) (\$</u>	<u>8,799,468.00)</u>

LEALMAN SPECIAL FIRE CONTROL DISTRICT
Income Statement
For the Seven Months Ending April 30, 2018

TV

	Accnt ID	Balance in Budget	Year to Date Actual	Year to Date Budget
Revenues				
Fire Revenue	#400	748,426.31	935,806.69	1,684,233.00
FORT DESOTO	#400DE	0.00	0.00	0.00
EMS Revenue	#400E	188,535.31	263,939.69	452,475.00
MISC INCOME	#401	0.00	0.00	0.00
EMS REVENUE 1% COST EXCEI	#404E	0.00	0.00	0.00
GENERAL MM INTEREST	#411	(850.67)	850.67	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 REIMBURSEM	#433F	0.00	0.00	0.00
INSPECTIONS	#436F	(200.00)	200.00	0.00
Total Revenues		935,910.95	1,200,797.05	2,136,708.00
Expenses				
Executive Officers EMS	1101E	0.00	0.00	0.00
Executive Officers Fire	1101F	164,674.84	209,595.16	374,270.00
Regular EMS Salaries	1201E	(89,578.34)	261,058.34	171,480.00
Regular Fire Salaries	1201F	194,091.48	150,938.52	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	116,832.76	72,444.24	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	14,390.97	20,189.03	34,580.00
Firefighters Supp Comp	1601E/F	(2,354.07)	2,354.07	0.00
FICA EMS	2101E	(8,431.97)	21,551.97	13,120.00
FICA Fire	2101F	40,362.08	32,917.92	73,280.00
Retirement EMS	2201E	(16,022.75)	55,462.75	39,440.00
Retirement Fire	2201F	134,694.22	83,255.78	217,950.00
Group Life Insurance EMS	2301E	261.26	408.74	670.00
Group Life Insurance Fire	2301F	1,748.12	981.88	2,730.00
Group Health Insurance EMS	2310E	17,148.06	10,101.94	27,250.00
Group Health Insurance Fire	2310F	46,240.06	53,679.94	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		628,156.46	1,216,929.54	1,845,086.00

LEALMAN SPECIAL FIRE CONTROL DISTRICT
Income Statement
For the Seven Months Ending April 30, 2018

	Acct ID	Balance in Budget	Year to Date Actual	Year to Date Budget
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	(377.72)	377.72	0.00
Other Consulting Svc's Fire	3190F	(765.72)	1,765.72	1,000.00
Accounting/Audit EMS	3200E	(4,150.00)	8,650.00	4,500.00
Accounting/Audit Fire	3200F	1,350.00	6,150.00	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	2,138.84	1,361.16	3,500.00
Other Contractual Svc's EMS	3490E	0.00	0.00	0.00
Other Contractual Svc's Fire	3490F	3,190.92	14,047.08	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	1,144.39	1,555.61	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	5,345.49	2,654.51	8,000.00
WATER/SEWER	4320E	0.00	0.00	0.00
Water/Sewer Fire	4320F	1,409.49	3,590.51	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	(21.90)	485.90	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	2,817.25	7,182.75	10,000.00
Equipment Repair/Maint EMS	4640E	0.00	0.00	0.00
Equipment Repair/Maint Fire	4640F	(245.14)	245.14	0.00
Fleet Repair/Maint EMS	4641E	10,266.91	2,033.09	12,300.00
Fleet Repair/Maint Fire	4641F	3,388.06	6,611.94	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 REPA	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	3,262.75	737.25	4,000.00
Petroleum Products EMS	5210E	4,853.07	1,646.93	6,500.00
Petroleum Products Fire	5210F	2,681.88	2,518.12	5,200.00
Small Tools and Supplies EMS	5240E	0.00	0.00	0.00
Small Tools and Supplies Fire	5240F	1,346.12	3,653.88	5,000.00

LEALMAN SPECIAL FIRE CONTROL DISTRICT
Income Statement
For the Seven Months Ending April 30, 2018

	Acct ID	Balance in Budget	Year to Date Actual	Year to Date Budget
Uniforms EMS	5250E	2,597.25	1,402.75	4,000.00
Uniforms Fire	5250F	(3,266.61)	8,966.61	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	2,298.08	1,701.92	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	1,987.12	1,140.88	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	880.01	119.99	1,000.00
OPERATING EXPENSES		48,532.54	105,451.46	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
Interest Expense	7210	0.00	0.00	0.00
Lease Purchase Agreement	7410FB	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	8100F	80,000.00	0.00	80,000.00
CAPITAL OUTLAY/RESERVES		133,802.80	3,835.20	137,638.00
Total Expenses		685,072.65	1,451,635.35	2,136,708.00
Net Income		(685,072.65) (\$	1,451,635.35) (\$	2,136,708.00)



Chief's Report



June 4, 2018

Injuries / Sickness / FMLA

- 1.) Off Duty Medical / Injuries / FMLA:
Larry Thompson – Is off duty (FMLA).
Mike Burgmaier – Working modified schedule (FMLA).
Chris Cobos – Has returned to full duty.
David Smith – Has returned to full duty.

- 2.) In the Line of Duty FMLA/Injuries:
Francisco Gimenez – Has returned to full duty.

Updates:

- 3.) 5490 43rd Street Property – The demolition company is preparing to take down the building.
- 4.) Data Driven Focus Group – The next scheduled meeting is on May 31, 2018. Verbal Update.
- 5.) Improving Security and Safety in the Front Office – Work has begun.
- 6.) Active Shooter/Active Threat – The Pinellas County Fire Chiefs are working with all police agencies and the PCSO to create a county-wide SOP and standard practice. I am serving on the Policy Committee which is one of four committees. The final draft is almost complete and we will meet on this document soon.
- 7.) Station 21 – Roof is leaking, I have spoken to Craig Hare and we are getting estimates on repairs and a new roof.
- 8.) Pinellas County Fire Chiefs Association – I have been elected to the position of Vice President of the association after serving four years as the President. This group continues to be engaged in many issues involving fire and EMS in Pinellas County.

DRAFT

Lealman Special Fire Control District
SOP on Sheltering

Purpose: The purpose of this policy is to provide guidelines for fire district personnel and immediate family members during a man-made or natural threat requiring Station 18 to be utilized as a temporary shelter for family members and active duty personnel. In the event of a pending man-made or natural disaster, the Fire District will prepare to shelter fire district personnel and their immediate family members on a first come first serve basis and on the ability of the fire district to house family members.

Background: During the 2017 hurricane season, Hurricane Irma presented with a tract that impacted south Florida and traversed the spine of the state from south to north. During this extraordinary event, hundreds of thousands of Floridians attempted to evacuate based on the predicted path of the storm. Service stations ran out of fuel along evacuation routes and an expectation of district families self-evacuating was unrealistic. Station 18 was opened as a shelter to all district personnel and their immediate families. In the days following the hurricane, electrical power was out of service to many fire personnel homes and no hotel rooms were available. Families were offered a cool place to sleep for over a week following the event. Emergency operations and responses were not obstructed during the time that families were sheltered at Station 18.

Note: All employees are encouraged to have their family members evacuate out of the area prior to a natural disaster such as a hurricane when possible.

Application of Policy:

- 1.) At the identification of a pending man-made or natural disaster (such as a hurricane), staff will monitor and begin to prepare operations based on the nature of the event and threat.
- 2.) When a state of emergency is declared, locally or on a federal basis, an inventory of needs will be taken. Personnel will be contacted and a count will be made of the potential need of family members to use station 18 as a shelter.
- 3.) Based on the event and available shelter space, an external shelter may be used in conjunction with station 18. Note – a potential exists that more family members may want to evacuate than space and resources would allow.
- 4.) All family members that will be sheltered at station 18 will be required to bring bedding, medicine, food/water, and personal items. The above items may not be available to family members based on supply and the nature of the emergency.
- 5.) District personnel animals may be sheltered on site as long as a locking crate or cage is provided with food and water necessary for the duration of the event is left on site. No dangerous, vicious or unreasonably aggressive animals will be allowed.

DRAFT

6.) All measures possible will be followed to make sure operational efficiency is not negatively impacted. No family members will be allowed in the Emergency Operations Center (EOC) or offices unless permission is given by the fire chief or his/her designee.

7.) Irately or disruptive family members may be removed from the premises.

8.) After the emergency has concluded, family members are asked to leave station 18 as soon as they are able to return to their homes or other housing alternatives become available.

9.) All personnel are asked to be supportive and understanding that Station 18 may be crowded with people sheltering in place for an extended time during the emergency. Family members may be asked to help clean, cook, and assist in sheltering efforts as needed.

Yes, that is correct Chief!

Thanks,

Nicole Tarbox

Commercial Lines Account Executive
ARCW Insurance

From: Richard Graham

Sent: Wednesday, May 16, 2018 4:43 PM

Subject: RE: Lealman Fire Property Insurance Figures

Nicole,

OK, so the difference in premium going from a deductible of \$2,500 to a \$5,000 deductible is \$2,104.91.

(\$17,220 versus \$15,112.09 = \$2,104.91) That deductible is per occurrence.

I will see what the commission would like to do.

Thank you,

Richard Graham
Fire Chief

From: Nicole Tarbox

Sent: Wednesday, May 16, 2018 4:31 PM

To: Richard Graham

Subject: RE: Lealman Fire Property Insurance Figures
Chief,

The premium to have a \$5,000 deductible is \$15,112.09.

Thanks,

Nicole Tarbox

From: Richard Graham

Sent: Wednesday, May 16, 2018 4:24 PM

Subject: RE: Lealman Fire Property Insurance Figures

Nicole,

I believe the commission wanted to know the \$5,000.00 deductible in addition to the \$2,500.00. If I understand your email, you are still waiting for the quote for the \$5,000.00?

If that is correct, please forward that number over when you receive it.

Thank you,
Richard Graham
Fire Chief

From: Nicole Tarbox
Sent: Wednesday, May 16, 2018 4:15 PM
Subject: Lealman Fire Property Insurance Figures

Hi Chief,

I hope you are doing well.

Chuck requested stated that you requested a quote on the Property insurance with a \$5,000 deductible.

I did get this figure back from the carrier,

\$15,112.09 vs. renewal premium of \$17,220.00 with a \$2,500 deductible.

Please advise how you would like to proceed.

Thanks,

Nicole Tarbox

Commercial Lines Account Executive



Pinellas County Community Redevelopment Agency
Lealman Community Redevelopment Area

310 Court Street
Clearwater, FL 33756
727.464.8200

Lealman Fire District
4360 55th Avenue North
St. Petersburg, FL 33714

March 30, 2018

Dear Richard Graham, Fire Chief,

Enclosed you will find the Pinellas County Community Redevelopment Agency Annual Report for 2016-2017 consistent with the requirements of Chapter 163.356(3)(c), Florida Statutes.

If you have any questions or concerns, you can contact me at Rbooth@pinellascounty.org or at 727-464-8200.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rachel Booth".

Rachel Booth, CNU-A
Redevelopment Planning Manager
Pinellas County Planning