



Pinellas Suncoast Fire & Rescue

**304 FIRST STREET
INDIAN ROCKS BEACH, FLORIDA 33785-2587**

**(727) 595-1117 FAX: (727) 595-5879
www.psfrd.org**

**FIRE CHIEF
T. MICHAEL BURTON**

MEETING NOTICE **THIS MEETING IS OPEN TO THE PUBLIC**

December 15, 2020

**The Workshop Meeting begins at 6:00 pm
The Regular Meeting begins immediately after the Workshop Meeting.**

**LOCATION:
INDIAN SHORES MUNICIPAL BUILDING
19305 Gulf Boulevard, Indian Shores, FL 33785**

AMENDED **AGENDA**

WORKSHOP MEETING

**MEETING CALLED TO ORDER
PLEDGE OF ALLEGIANCE**

ROLL CALL

ADDITIONS OR DELETIONS TO AGENDA:

GENERAL REMARKS FROM THE AUDIENCE: *Any member of the public may comment on any NON-AGENDA or other relevant topic not set on the DISCUSSION ITEM list during this time. When called upon to speak, the speaker will state their full name and address. There will be a 3 minute time limit per speaker.¹*

DISCUSSION ITEMS: *Any member of the public may comment on any DISCUSSION ITEM list during this time. Please note the CHAIR will call for public input during the time the DISCUSSION ITEM is being considered by the Board. When called upon to speak, the speaker will state their full name and address. There will be a 3 minute time limit per speaker.²*

None.

ADJOURNMENT

¹ Please see Note as to Public Input.

² Please see Note as to Public Input.

REGULAR MEETING

MEETING CALLED TO ORDER

ADDITIONS OR DELETIONS TO AGENDA:

ELECTION OF BOARD OFFICERS – CHAIR, VICE CHAIR, SECRETARY/TREASURER

MONTHLY BUSINESS:

1. Approval of Minutes: November 17, 2020 Workshop and Regular Meetings
2. Treasurer's Report: November, 2020
3. Correspondence

GENERAL REMARKS FROM THE AUDIENCE: *Any member of the public may comment on any NON-AGENDA or other relevant topic not set on the ACTION ITEM list during this time. When called upon to speak, the speaker will state their full name and address. There will be a 3 minute time limit per speaker³.*

REPORTS:

1. COMMISSION
2. ATTORNEY
3. FIRE CHIEF

ACTION ITEMS: *Any member of the public may comment on any ACTION ITEM during this time. Please note the CHAIR will call for public comment during the time the ACTION ITEM is being considered by the Board. When called upon to speak, the speaker will state their full name and address. There will be a 3 minute time limit per speaker.⁴*

**20-32 Squad 26 Replacement
(Resolution 2020-07)**

Fire Chief/Attorney

ADJOURNMENT

**NEXT MEETING: Workshop and Regular Meetings,
January 19, 2020 at 6:00 p.m. Location TBD.**

³ Please see Note as to Public Input.

⁴ Please see Note as to Public Input.

**Pinellas Suncoast Fire & Rescue District
Board of Fire Commissioners**

Public Meeting and Public Hearing Information

Requirements for Appeal

Persons are advised that if they wish to appeal any decision made at a meeting/hearing, they will need a record of the proceedings; and for such purpose, they may need to insure that a verbatim transcript of the meeting is made, which record includes the testimony and evidence upon which the appeal is made.

It is not the responsibility of the Secretary to provide the above-referenced verbatim record. The Secretary will provide an audio recording of the meeting, upon request and payment for the materials used for the recording.

Public Input

Persons wishing to speak during any Meeting or Public Hearing should try to complete a Citizen Comment Request Card at the entrance of the meeting room and submit the card to the Secretary to the Board. During each session, the Chair will call for Public Input at the appropriate times. The Board wishes to receive public input on all matters set for discussion on the agenda and on relevant topics that are not on the agenda. When recognized by the Chair and called to the podium, speakers should give their name and address for the record.

Persons may speak on an agenda item when the Board has finished their discussion on that item and prior to the vote. To speak on a non-agenda item, speakers will be called during the "General Remarks from the Audience" section of the agenda.

Please note that the Board reserves the right to adjust the time allotted to each speaker as the Chair deems proper to allow for meaningful input and a fair chance to be heard and to allow the Board fair time to undertake its duties and obligations.

When is the appropriate time to address my agenda item at a meeting?

When your non-agenda or agenda item comes up and our Chairperson call for Public Input, that means that the Board desires to take "public input". This is the time to get up and speak. While we understand that some of you might be nervous to speak in public, please note that every effort will be made to help you feel comfortable. When called to the podium, please come to the podium and try to speak so that your input can be heard by the entire Board as well as by the other persons present. Please give your name and address for the record and feel proud that you have participated in "government in the sunshine!"

Accommodations

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, or those requiring language assistance (*free of charge*) should contact the Pinellas Suncoast Fire & Rescue District Administration at (727) 595-1117 ext. 100 no later than forty-eight (48) hours prior to the proceeding. If contact is made after that time the District may not have sufficient time to make special accommodations.



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**FIRE CHIEF
T. MICHAEL BURTON**

**MINUTES
NOVEMBER 17, 2020
WORKSHOP AND REGULAR MEETINGS**

**Belleair Beach City Hall
444 Causeway Blvd., Belleair Beach, FL 33786**

**WORKSHOP MEETING CALLED TO ORDER
PLEDGE OF ALLEGIANCE**

ROLL CALL: Commissioners answering roll call were Chair Joseph Bruni, Vice Chair Lou Snelling, Commissioner David Gardella, and Commissioner David Ardman. A quorum was present with Chair Joe Bruni presiding. Attorney Jeff Albinson, Chief Mike Burton, and Finance Director David Martin were also present. Secretary/Treasurer Lawrence Schear was absent.

ADDITIONS OR DELETIONS: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS:

20-29 Donation – Indian Rocks Beach Resident

Discussion: Commissioner Ardman introduced Indian Rocks Beach Mayor, Cookie Kennedy. Mayor Kennedy informed the Commission that an Indian Rocks Beach resident, Betty Maloney, made a donation to the fire department in the amount of \$1,000. Mayor Kennedy also stated she would like to help the fire district more as mayor and commended Commissioner Ardman for keeping the city commission informed. Chief Burton stated that the donation will be used to purchase much need protective bags for the breathing apparatus face pieces.

20-30 Adjustment of Capital Purchases

Discussion: Chief Burton stated that there were questions at the end of last month's meeting regarding vehicles, but he did not have the information in front of him at the time to properly answer. He explained that when the plan was made several months ago, it was known that it would have to be adjusted, as the capital plan is simply a plan that must be continuously reevaluated and reassessed. Chief Burton explained the capital budget won't change, but there will be changes within that capital budget to better meet the needs of the District. There are a couple vehicles which will be deferred, and some capital items are being realigned.

ADJOURNMENT

The Workshop was adjourned at 6:13 p.m.

REGULAR MEETING CALLED TO ORDER

ADDITIONS OR DELETIONS TO AGENDA:

20-22 OPTIMA Resource Modeling Study

This item will be addressed under Action Items.

MONTHLY BUSINESS:

1. Approval of Minutes: October 20, 2020 Workshop and Regular Meetings

Discussion: None.

A motion to approve the minutes of the October 20, 2020 Workshop and Regular Meetings.

MOTION: COMMISSIONER ARDMAN SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

2. Treasurer's Report: October, 2020

Discussion: David Martin stated balance sheet accounts have been reconciled as of October 31, 2020. Consolidated government funds, assets, and liabilities are \$2.0 million; the investment program in accordance with District policy is \$1.8 million; current liabilities are within normal end-of-month limits, at \$205,900; the capital projects fund revenues total \$1,800; budget amendment #1 transfers \$28,000 of planned purchases under \$5,000 to the General Fund, which was necessary to move two utility vehicles to a future year to provide funding for an SCBA fill station at Station 27. Income and expenditures are currently projected to be in line with the amended budget. Projected ending ratio remains slightly ahead of GASB recommendations at 26.9%, but is far less than the Commission's 45% objective. The projection does not include FEMA cost recoveries for Hurricane Michael, Hurricane Sally or COVID-19.

A motion to approve the October, 2020 Treasurer's Report.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER ARDMAN

**A motion was made and seconded.
All in favor, motion passed unanimously.**

3. Correspondence: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Commissioner Ardman stated that there was lively discussion at the November 10th Indian Rocks Beach Commission Meeting regarding the prohibition of on-street parking east of Gulf Boulevard, which was ultimately struck down. He added that the City Manager is looking into amendments and will be looking to the Fire Chief for recommendations on additional signage.

Commissioner Ardman stated he wishes to share an additional request for proposal from the City of Gainesville which may be more directed toward what PSFRD will be looking at. He stated that the pre-proposal meeting will be this Thursday at 9:00 a.m. and anyone may listen in via Zoom.

2. **ATTORNEY:** Mr. Albinson stated that he has been working with Chief Burton on a few matters, but has nothing in particular to report on.

3. **CHIEF'S REPORT:** Chief Burton stated that Fire Boat 27 was involved in the tragedy on Halloween on the intracoastal; it was the first vessel on scene and retrieved four of the young victims from the water.

The Chief stated that one employee recently developed symptoms of COVID-19 and learned that they were exposed, which resulted in the quarantine of three or four employees for a week.

Chief Burton said that he has been communicating with Gregg Mims, City Manager of Indian Rocks Beach, regarding parking in Indian Rocks Beach. He clarified that the fire district's role in parking is solely from a public safety perspective, and explained parking issues related to fire department activities.

Chief Burton stated that David Martin is back in the office full-time and Kim Fugate is in the office two days per week.

ACTION ITEMS:

**20-31 FY2020/2021 Budget Amendment #1
(Resolution 2020-06)**

Discussion: Finance Director David Martin stated that, subsequent to the Board adopting the budget, the Florida Department of Financial Services issued Rule 691-73 that the Board approved at the last meeting, which necessitated transferring \$28,000 of planned capital purchases that are under \$5,000 from the capital projects fund to the general fund. He confirmed that there are no changes to the bottom line or the consolidated budget; the resolution just tidies up the budget.

Attorney Jeff Albinson read Resolution 2020-06 in its entirety.

A motion to adopt Resolution 2020-06.

MOTION: COMMISSIONER ARDMAN SECOND: COMMISSIONER GARDELLA

All in favor, motion passed unanimously.

20-32 Squad 26 Replacement

Discussion: Chief Burton stated that he is seeking the Commission’s approval to complete the design build acquisition process to replace the 19-year-old apparatus assigned to Station 26 in Indian Shores. The approved budget includes \$650,000 toward the purchase. An internal committee explored a wide variety of options regarding the vehicle type and conducted a needs assessment and made a recommendation to replace the apparatus with a fire engine-type unit with squad capabilities. Chief Burton described the equipment included on this unit and explained that the new apparatus would provide fire suppression capabilities which are not possible with the current apparatus. Both the committee and Fire Chief recommend purchasing the new apparatus through Pierce via Sourcewell. The purchase will remain in line with the budgeted amount, and the District will make a down payment of no more than \$250,000 using restricted impact fee funds, with the balance being addressed through annual payments. The build time is approximately 12 months from the date the purchase order is issued. Once the new unit is put in service, the old unit will be surplus by means of public sale. Chief Burton stated that he is seeking approval by means of a motion to issue a purchase order to Pierce Manufacturing in an amount not to exceed \$650,000, contingent upon concurrence of the Fire Chief, Finance Director, and the District’s general counsel. Some further discussion ensued regarding clarifications on purchase, contract, location, and capabilities.

A motion to allow the Fire Chief and Finance Director to issue a purchase order to Pierce Manufacturing for the replacement of Squad 26.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER ARDMAN

All in favor, motion passed unanimously.

20-22 OPTIMA Resource Modeling Study

Discussion: Chief Burton stated that, at the October meeting, he had asked the Commissioners to take a deeper dive into the OPTIMA study report; Commissioner Ardman found an error that is being corrected. The error was a statement, “both Stations 27 and 26 would become less busy,” but Station 26 would actually become busier and Station 27 would become less busy. Chief Burton stated he is seeking approval from the Commission in an attempt to begin working on items that will help him move forward with this project, such as how to start gathering potential options for a master planning project, how to look at request for proposals on site selection, and having discussions with Pinellas County officials on a potential County-owned piece of property on Hamlin Boulevard that he feels will work best for Station 28. Discussion ensued regarding this site. Chief Burton stated that he would also like to move forward visiting constituent cities in an effort to bring them up to speed. Commissioner Ardman said that he believes the report is

incomplete, as it is based solely on response times. He continued that additional information must be researched, such as looking at existing facilities as they relate to current code, ingress and egress of emergency vehicles, storm hardening, public meeting space, etc. Chief Burton agreed, and added that this is OPTIMA's area of expertise, and he hopes that if the agency that sponsored this report has indicated that PSFRD needs three fire stations and a general idea of where they should be located, it may carry some weight moving forward regarding receiving Penny for Pinellas funding. Commissioner Snelling and Chief Burton discussed movement of stations and apparatus locations.

A motion to allow the Fire Chief to move forward on the OPTIMA study and begin communication with authorities of Pinellas County and other entities.

MOTION: COMMISSIONER GARDELLA SECOND: COMMISSIONER ARDMAN

All in favor, motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned in due form at 6:55 p.m.

APPROVED:

ATTEST:

Joseph V. Bruni, Chair

Kimberly G. Fugate, Executive Assistant

Date Approved

RESOLUTION 2020-07

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PINELLAS SUNCOAST FIRE & RESCUE DISTRICT APPROVING THE PURCHASE AND FINANCING OF AN APPARATUS REPLACING THE CURRENT SQUAD 26.

District/Lessee: Pinellas Suncoast Fire & Rescue District

Principal Amount Expected to be Financed: FOUR HUNDRED FORTY-SEVEN THOUSAND FIVE HUNDRED FIFTY-TWO DOLLARS AND NO CENTS (\$447,552.00).

WHEREAS, the Pinellas Suncoast Fire & Rescue District (“District”) is an independent fire district under Chapter 191 of the Florida Statutes; and,

WHEREAS, pursuant to applicable law, the Board of Commissioners of the Pinellas Suncoast Fire & Rescue District is authorized to acquire, dispose of, and encumber real and personal property, including, without limitation, rights and interest in property, leases and easements necessary to the functions or operations of the District; and,

WHEREAS, the Board of Commissioners of the Pinellas Suncoast Fire & Rescue District finds and determines that the execution of one or more Master Lease-Purchase Agreements (“Leases”) in the principal amount not exceeding the amount stated above for the purpose of acquiring the property (“Equipment”) to be described in the Leases is appropriate and necessary to the functions and operations of the District.

WHEREAS, PNC Equipment Finance, LLC (“Lessor”) shall act as Lessor under said Leases.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PINELLAS SUNCOAST FIRE & RESCUE DISTRICT;

SECTION 1. Either one of the Fire Chief OR Finance Director (each an “Authorized Representative”) acting on behalf of the District, is hereby authorized to negotiate, enter into, execute, and deliver one or more Leases in substantially the form set forth in the document presently before the Board of Fire Commissioners, which document is available for public inspection at the office of the District. Each Authorized Representative acting on behalf of the District is hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the Lease as the Authorized Representative deems necessary and appropriate. All other related contracts and agreements necessary and incidental to the Leases are hereby authorized.

SECTION 2. By a written instrument signed by any Authorized Representative, said Authorized Representative may designate specifically identified officers or employees of the District to execute and deliver agreements and documents relating to the Leases on behalf of the District.

SECTION 3. The aggregate original principal amount of the Leases shall not exceed the amount stated above and shall bear interest as set forth in the Leases and the Leases shall contain such options to purchase by the District and set forth therein.

SECTION 4. The District’s obligations under the Leases shall be subject to annual appropriation or renewal by the Board of Fire Commissioners as set forth in each Lease and the District’s obligations under the Leases shall not constitute general obligations of the District or indebtedness under the laws of the State.

SECTION 5. As to each Lease, the District reasonably anticipates to issue not more than \$10,000,000 of tax-exempt obligations (other than “private activity bonds” which are not “qualified 501(c)(3) bonds”) during the current calendar year in which each such Lease is issued and hereby designates each Lease as a qualified tax-exempt obligation for purpose of Section 265(b) of the Internal Revenue Code of 1986, as amended.

SECTION 6. This resolution shall take effect immediately upon its adoption and approval.

PASSED AND ADOPTED on the 15th day of December, 2020.

PINELLAS SUNCOAST FIRE & RESCUE DISTRICT

Board of Commissioners:

Joseph V. Bruni, Chair

ATTEST:

Lawrence G. Schear, Secretary/Treasurer