



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

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:


Joseph V. Bruni, Chair

ATTEST:


Kimberly G. Fugate, Executive Assistant

12-15-20
Date Approved