



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**

August 17, 2021

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

**LOCATION:
INDIAN SHORES MUNICIPAL BUILDING
19305 Gulf Blvd., 4th Floor
Indian Shores, FL 33785**

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*

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:

MONTHLY BUSINESS:

1. Approval of Minutes: July 20, 2021 Workshop and Regular Meetings
2. Treasurer's Report: July, 2021
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*

21-16 Fixing Rates of Non-Ad Valorem Assessments for FY2021/22 (Resolution 2021-03)	Fire Chief
21-17 Finance Director Process	Fire Chief
21-14 Addition of 37th Firefighting Position	Fire Chief
21-18 COVID-19 Vaccines	Fire Chief

ADJOURNMENT

**NEXT MEETING: Budget Meeting, September 7, 2021 at
6:00 p.m. at Belleair Beach City Hall.**

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.



**FIRE CHIEF
T. MICHAEL BURTON**

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MINUTES JULY 20, 2021 WORKSHOP AND REGULAR MEETINGS

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

WORKSHOP MEETING CALLED TO ORDER AT 6:18 PLEDGE OF ALLEGIANCE

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

ADDITIONS OR DELETIONS: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS:

21-14 Addition of 37th Firefighting Position

Discussion: Chief Burton stated that he has been evaluating the idea of adding a 37th firefighting position to offset overtime costs. He stated that Mr. Martin has concluded that, over the last 18 months, at least one firefighter has been off on some sort of long-term leave approximately 75% of the time. The addition of the 37th position would have the capability of being reassigned to fill those gaps when they occur. The “fully loaded” cost to hire someone for this position would be \$90,000 the first year. In addition to overtime costs, Chief Burton explained that the excessive overtime is taking a toll on the employees, as an overtime shift often requires a firefighter to work a 48-hour shift. He added that there is currently a vacant fire inspector position, so the District will still be within its authorized position count. Chief Burton stated if the Commission is in consensus on this, he can bring more material forward at the August meeting. Some discussion ensued. There was consensus among the Commission for Chief Burton to move forward with this effort.

ADJOURNMENT – The Workshop was adjourned at 6:30 p.m.

REGULAR MEETING CALLED TO ORDER AT 6:30

ADDITIONS OR DELETIONS TO AGENDA:

21-15 EMS Growth Management Agreement

MONTHLY BUSINESS:

1. Approval of Minutes: June 15, 2021 Workshop and Regular Meetings

Discussion: None.

A motion to approve the minutes of the June 15, 2021 Workshop and Regular Meetings.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

2. Treasurer's Report: June, 2021

Discussion: Secretary/Treasurer Lawrence Schear stated balance sheet accounts have been reconciled as of June 30, 2021. Consolidated government funds, assets, and liabilities are \$4.1 million; the investment program in accordance with District policy is \$3.8 million; current liabilities are within normal end-of-month limits, at \$87,700; the capital projects fund revenues total \$96,400; the new E-26 is still scheduled for a December delivery. The remaining capital purchase plan for the fiscal year includes an air compressor for Station 27. Three utility vehicles (PS-900, DC-27, and PS-600) have been moved to next fiscal year due to manufacturing shortfalls. General fund cost recoveries include \$28,900 for Hurricane Michael and \$338,400 for COVID-19. Total operating costs are projected to be \$45.3k (0.7%) under budget due to changes in personnel. The FY2020/2021 projected Unassigned Fund Balance to Operating Expense ratio is 20.7%, slightly ahead of FGFOA's recommendation of 17%. The projection does not include FEMA cost recoveries for Hurricane Sally or Hurricane Elsa.

A motion to approve the June, 2021 Treasurer's Report.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER ARDMAN

All in favor, motion passed unanimously.

3. Correspondence: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. **COMMISSION:** Secretary/Treasurer Schear stated that he presented the Fire Chief's report at the most recent Indian Shores Town Council meeting. Secretary/Treasurer Schear also discussed a couple different properties that he has been looking into that could potentially be used for Station 26. He also stated that he attended three remote classes to renew his CDO certification for the next three years.

Vice Chair Ardman stated that he attended the FASD annual conference last month in Orlando and it was very beneficial. He added that many people spoke very highly of PSFRD at the conference. Vice Chair Ardman also stated that he found another RFP from Seminole County and he will have it forwarded to the Commission. Lastly, Vice Chair Ardman stated that Indian Rocks Beach and Action 2000 are hosting Oktoberfest this year and will be seeking information on obtaining a fire permit. They have also extended an invitation to PSFRD to attend and set up an exhibit at the event.

2. **ATTORNEY:** Mr. Albinson gave an update on the employee issue that Attorney Berman is handling. The investigation is still ongoing and he believes he should have more information at the next meeting.

3. **CHIEF'S REPORT:** Chief Burton stated that he had the pleasure to teach for six days of last week at the National Fire Academy, after it had been shut down for 14 months. He added that, next week, he will be presenting three separate workshops at the FDIC in Charlotte. The Chief stated that the District prepared for Tropical Storm Elsa by increasing staffing and placing additional units in service, so there were some overtime costs associated with that, for which Mr. Martin will work on recovering. Chief Burton stated that there is work being done on defining the process for replacing the Finance Director, and he hopes to have more information on that by the next meeting.

ACTION ITEMS:

21-10 Fire Chief Annual Evaluation

Discussion: Vice Chair Ardman stated that, based on the evaluations submitted by the Commissioners, it appears that Chief Burton has the confidence of the entire Commission. Vice Chair Ardman stated that he agrees that the Chair should work with the Finance Director and the Fire Chief on any related actions.

21-15 EMS Growth Management Plan

Discussion: Chief Burton stated that the EMS Growth Management Plan has been in place for the last couple years, with six departments in Pinellas County participating. The plan indicates a subset of low acuity calls that do not require fire department response; only a Sunstar ambulance. The agreement is coming up for renewal in September and there are no changes of any substance. The Chief asked, once the final agreement has been reviewed by himself and Mr. Albinson, that the Commission authorize him to work with Chair Bruni to sign the agreement so that the process does not get held up.

A motion to authorize Chief Burton to work with the Chairman to sign the EMS Growth Management Plan agreement.

MOTION: COMMISSIONER SCHEAR SECOND: COMMISSIONER SNELLING

All in favor, motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 6:49 p.m.

A motion to adjourn.

MOTION: COMMISSIONER SNELLING SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

APPROVED:

ATTEST:

Joseph V. Bruni, Chair

Kimberly G. Fugate, Executive Assistant

Date Approved

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PINELLAS SUNCOAST FIRE & RESCUE DISTRICT PROVIDING FOR THE FIXING OF THE RATE OF NON-AD VALOREM ASSESSMENTS BEGINNING FISCAL YEAR OCTOBER 1, 2021, IN COMPLIANCE WITH THE CHARTER OF THE DISTRICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Charter of the Pinellas Suncoast Fire & Rescue District requires that the rate of non-ad valorem assessments against the assessable real property situated in the District shall be set by Resolution of the Board on or subsequent to February 1 of each year.

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

SECTION 1. The rate of non-ad valorem assessments against the assessable real property situated in the District shall be as is shown in Exhibit 1 to the Resolution.

SECTION 2. The assessments will be collected on the ad valorem tax bill to be mailed November, 2021, as authorized by section 197.3632, Florida Statutes.

SECTION 3. This Resolution shall remain in full force and effect until supplemented, amended, modified, repealed, discontinued or otherwise altered.

SECTION 4. If any section, subsection, sentence, clause, phrase of this Resolution, or the particular application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application, shall not be affected thereby.

SECTION 5. That this Resolution shall become effective upon the day of adoption.

PASSED AND ADOPTED on this 17th Day of August, 2021.

PINELLAS SUNCOAST FIRE & RESCUE DISTRICT

BOARD OF COMMISSIONERS

ATTEST:

Joseph V. Bruni
Chair

Lawrence Schear
Secretary/Treasurer

**PINELLAS SUNCOAST FIRE & RESCUE DISTRICT
RESOLUTION 2021-03**

EXHIBIT 1

Single Family Residential	
Single Family Homes, Apartments, Condos	\$360.00
Time Shares	\$360.00
Condo Garage Space, Storage Unit, Boat Slip (separate title)	\$95.00
Vacant Lots: Each Lot	\$95.00
Vacant Lot with XFSB (i.e. Shed, Dock, Barn) Additional	\$25.00
Unplatted Land: Each Acre	\$124.00
Commercial Units: Up to 500 sq. ft.	\$386.00
Per sq. ft. over 500 sq. ft.	\$0.20
(a) With Kitchen - Additional	\$385.00
(b) With Dining Room - Additional	\$385.00
(c) With Bar - Additional	\$385.00
Hotels	\$385.00
(a) With Kitchen - Additional	\$385.00
(b) With Dining Room - Additional	\$385.00
(c) With Bar - Additional	\$385.00
(d) Each Room - Additional	\$115.00
Motels: Rental Units (Efficiencies or Otherwise)	\$265.00
Motels: Manager's or Owner's Quarters	\$260.00
Mobile Home Lots: Rental Space	\$265.00
Mobile Home Lots: Occupied by Manager or Owner	\$260.00
Recreational Vehicle Lots: Rental Space	\$265.00
Recreational Vehicle Lots: Occupied by Manager or Owner	\$260.00
Fuel Pumps (Any Number)	\$625.00
Above Ground Oil Storage Tanks: 5,000 gal or less	\$490.00
Each 1,000 gal or fraction thereof over 5,000	\$85.00