

Pinellas Suncoast Fire & Rescue District Board of Fire Commissioners



January 17, 2023



Pinellas Suncoast Fire & Rescue

304 FIRST STREET
INDIAN ROCKS BEACH, FLORIDA 33785-2587

(727) 595-1117 FAX: (727) 250-0111
www.psfrd.org

FIRE CHIEF
JEFFREY DAVIDSON

MEETING NOTICE THIS MEETING IS OPEN TO THE PUBLIC

January 17, 2023

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, 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*

23-01 Life Safety Ordinance and Fee Schedules

Fire Chief

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: December 20, 2022 Workshop and Regular Meetings
2. Treasurer's Report: December, 2022
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*

23-02 Collective Bargaining Agreement

Fire Chief

ADJOURNMENT

**NEXT MEETING: Workshop & Regular Meetings, February 21, 2023, 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 ensure 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
JEFFREY DAVIDSON

MINUTES DECEMBER 20, 2022 WORKSHOP AND REGULAR MEETINGS

Belleair Beach City Hall
444 Causeway Boulevard
Belleair Beach, FL 33786

WORKSHOP CALLED TO ORDER PLEDGE OF ALLEGIANCE

ROLL CALL: Commissioners answering roll call were Chair Louis Snelling, Vice Chair Elizabeth “Betsey” McKenna, Secretary/Treasurer Lawrence Schear, and Commissioner David Gardella. A quorum was present with Chair Louis Snelling presiding. Attorney Jeff Albinson and Fire Chief Jeffrey Davidson were also present. Commissioner Heather Fleming Koskinas and Finance Director Erin Brooks were excused.

ADDITIONS OR DELETIONS: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

DISCUSSION ITEMS:

**22-30 Fortress Secured – Fire Rescue Facilities
(Presentation)**

Fire Chief

Discussion: Fire Chief Jeff Davidson introduced John O’Grady with Fortress Secured who came to the District and explained what a public private partnership is and asked if he could make a presentation to the Board. Mr. O’Grady explained that public private partnerships help government entities with the design, build, and financing of public facility projects, and explained the condensed format they offer and how it relates to the District building new fire stations. Mr. O’Grady presented a PowerPoint and provided attendees with a hard copy of the presentation.

Chair Snelling asked what “move-in ready” includes. Mr. O’Grady said it includes “FF&E,” which means furniture, fixtures, and equipment.

Fire Chief Davidson asked Mr. O’Grady to explain how Fortress Secured can help with securing property in Indian Shores. Mr. O’Grady stated that Chief Davidson explained to him that there is a lack of available property in Indian Shores to build a proper facility. He explained the parent company, Summit, deals with real estate; they identify available properties, conduct the research, and report back to the District. He added that they will also negotiate the price on behalf of the District which can be rolled into the cost of the fire station.

Secretary/Treasurer Schear asked if there will be difficulties in dealing with two cities and a county in one contract. Mr. O’Grady stated that they have not yet encountered that situation, but feels confident it will not be a problem, as the cities are on board and their legal firm is one of the top firms in the country.

Commissioner Gardella asked how they can obtain lower lending rates. Mr. O’Grady clarified that he cannot offer lower lending rates but stated that government entities do get offered lower rates, particularly in the District’s case given the recent successful referendum. He explained that his company will also cause competition by bringing forward multiple offers.

Mr. O’Grady completed his PowerPoint presentation.

Chair Snelling asked how it works with the general contractor not seeing the actual building beforehand. Mr. O’Grady explained that when the plans are at 30% or 60% the contractor is brought in, as he was already through the P3 process. At that time, all parties will look everything over together and then meet with the Chief. In response to Commissioner Gardella’s question, he stated their general contractor is Summit Construction Group, and their architect is Saltz-Michaelson.

Commissioner Gardella asked what kind of price their company offers. Mr. O’Grady stated the District determines what is needed, Fortress Secured puts a site plan and basic design together and determine the price. He added that a current project going on in Monroe County is at \$685 per square foot, which might be similar to the District due to the requirement of pilings under everything.

Citizen Kelly Cisarik asked where the company’s financing comes from. Mr. O’Grady explained their equity sources and stated that they are also bonded. He explained that would be part of their unsolicited bid and he wants to ensure that it is understood that he is not making a pitch and that his presentation is for informational purposes only.

Citizen Daniel Mynsberge asked if the contract is signed before price is known. Mr. O’Grady explained that a cost estimate is provided per square foot based on the design request prior to the contract being signed.

Chief Davidson explained that the District must go through a process to put the project out for a competitive bid. Bring to board in Jan or Feb to review and follow. Found P3 process to be very intriguing for us. With ref passing we don’t see any money until next Nov. Don’t pay anything until move-in and can enter into construction process sooner. Everything will be analyzed and all procurement and bid process with state will be followed.

ADJOURNMENT

The Workshop was adjourned at 6:47 p.m.

REGULAR MEETING CALLED TO ORDER

ADDITIONS OR DELETIONS TO AGENDA:

Chief Davidson noted that Acton Item 22-30 was placed on the agenda in error and should be deleted.

OATHS OF OFFICE – Commissioner Elizabeth “Betsey” McKenna and Commissioner David Gardella

Commissioners Elizabeth “Betsey” McKenna and David Gardella were administered their Oaths of Office by Fire Chief Jeff Davidson.

MONTHLY BUSINESS:

1. Approval of Minutes: November 15, 2022 Workshop and Regular Meetings

Discussion: None.

A motion to approve the minutes of the November 15, 2022 Workshop and Regular Meetings.

MOTION: COMMISSIONER MCKENNA SECOND: COMMISSIONER SCHEAR

All in favor, motion passed unanimously.

2. Treasurer’s Report: November, 2022

Discussion: Secretary/Treasurer Schear read the following summary provided via email by Finance Director Erin Brooks:

- Revenue:
 - Non ad valorem receipts and EMS funding are coming in according to schedule.
 - We received the first request for reimbursement on Truck 28 from the County on 11/21/22 in the amount of \$945,825.40. We made the \$294,830.74 payment to PNC to pay off Truck 28 and requested reimbursement from the County. The second reimbursement was received on 12/15/22 and the reimbursement of Truck 28 is now complete.
 - Impact fees in the amount of \$39,659.34 were received during the month of November, of which \$8,316 was for a prior year invoice.
- Expenses:

- Other than the Truck 28 early payoff, there have been no extraordinary expenses in the first two months of this fiscal year, and we are projecting within budget.
- **Cash Management:**
 - As of 11/30/22, the FL SAFE investment account was earning 3.605%. As such, we are managing our cash to maximize returns in that investment account.
- **Other Items:**
 - Our Hurricane Ian FEMA claim is in process, and we are scheduled to meet with FEMA representatives in our office on 12/29/22 to proceed. Our claim for cost recovery is for personnel, materials, and use of equipment. We were very fortunate to not have sustained any damage to equipment or facilities during Hurricane Ian.
 - The MobileEyes Prevention inspection software is fully operational, and we have been accepting credit cards as a payment option through that system. The 3rd party processor charges the processing fee as a separate line item, so the District is not incurring a cost to provide this payment option.
 - Internally, we are working with our current payroll provider (ADP) and scheduling software (Aladtec) to enhance procedures and provide robust reporting department-wide directly from the respective systems.
 - We moved forward with the one-year contract extension with Saltmarsh, Cleaveland and Gund, and are in the beginning stages of providing information to the auditors for the FY 2022 financial statement audit.

A motion to approve the November, 2022 Treasurer’s Report.

MOTION: COMMISSIONER MCKENNA SECOND: COMMISSIONER GARDELLA

All in favor, motion passed unanimously.

3. Correspondence: None.

GENERAL REMARKS FROM THE AUDIENCE: None.

REPORTS:

1. COMMISSION: Secretary/Treasurer Schear stated that he has been walking through Indian Shores looking for potential station sites. He also mentioned the recent boat parade; Chief Davidson stated that the District was able to participate in the Indian Rocks Beach boat parade but was unable to participate in Indian Shores’ parade due to an electrical problem.

2. ATTORNEY: Attorney Jeff Albinson stated that he has been working with Chief Davidson to make progress with the bargaining unit agreement but has nothing else to report.

3. CHIEF’S REPORT: Fire Chief Davidson stated that the District participated in a toy drive this week with two local Publix stores and that PSFRD delivered a trailer full of toys in conjunction with Lealman Fire District. He added that tomorrow, December 21st, Station 27 will

be hosting “Cookies and Cocoa with Santa.”

Chief Davidson stated that the District is working with the City of Indian Rocks Beach to keep visitors safe, and an ordinance is being developed on life safety and how it relates to vacation rentals. He explained that deaths can be more likely to occur when people are unfamiliar with a property, and especially if the property is not up to code. He continued that the District is unable to inspect single family homes except in the case of vacation rentals. He stated that the draft ordinance should be completed in January.

Chief Davidson stated that he plans to begin working with Attorney Jeff Albinson on drafting a Request for Proposal for the building of new fire stations and once that draft has been completed it will be brought before the Board.

Fire Chief Jeff Davidson stated that, last month, PSFRD entered into a contract with Pinellas County to collect permitting fees and is awaiting signature by County Administrator, Barry Burton. He added that there is a meeting on January 3rd to enter into a similar contract with Indian Shores. He explained that the purpose of these process is so that all fees are paid up front and there are no surprises at the end due to the District not seeing the plan documents ahead of time.

The Chief told the Board that a new firefighter started last month, Greg Hott, who came to PSFRD after 11 years with Seminole Fire Rescue. He added that Firefighter Hott and Firefighter Mary Miller are both starting paramedic school in February, and the District is working with the school to help get them on the right schedule and payments.

Chief Davidson stated that union negotiations have been underway. He explained that the District has fixed the overarching problem and now must work on plugging any holes in the budget. He stated that the contract language is being finalized and he hopes a draft will be available for review in January.

Chief Davidson stated that there has been a significant increase in fire inspections completed since promoting Assistant Chief Doug Higley, after getting behind due to Covid and going down to one inspector. He added that the goal is that inspections are to be done annually on all inspectable properties, and the District is almost halfway to that goal just in the last four months.

The Chief stated that the special district performance review required by the new legislation has been underway and should be completed in June or July. He stated that he will also be moving forward with updating and presenting a 5-year plan, strategic plan, and master plan, so that it is clear where the District is headed. He added that he would like to have a professional to collaborate with the Board, citizens, and the firefighters to put a plan in place for the next 20 years.

Commissioner Gardella inquired as to if the inspection requirement is the responsibility of the fire department or the towns and cities. Chief Davidson replied that it is the responsibility of the fire department from a life safety perspective, and the Florida Fire Prevention Code requires every building over a duplex to be inspected annually. He did add that there is a difference between short-term and long-term rentals, as annual, long-term rentals fall under a different criterion and are excluded.

ACTION ITEMS:

**22-30 Fortress Secured – Fire Rescue Facilities
(Request for Proposal)**

Fire Chief

DELETED

There being no further business to come before the Board, the meeting was adjourned in due form at 7:11 p.m.

APPROVED:

ATTEST:

Louis R. Snelling IV
Chair

Kimberly G. Hampton
District Administrator

Date Approved