

**Destin Fire Control District**  
**Board of Fire Commissioners**

**Regular Meeting**

**848 Airport Road  
Destin, Florida 32541**

**November 13, 2018  
5:30 p.m.**

## **Destin Fire Control District**

### **Agenda**

Board of Fire Commissioners  
848 Airport Road, Destin, Florida 32541  
November 13, 2018, at 5:30 p.m.

This meeting is open to the public

- 1. Meeting called to order by the Chairman**
- 2. Welcome to new and/or re-elected Fire Commissioners**
- 3. Public Comments**
- 4. Review of minutes:**
  - a. Tentative Budget Hearing – September 11, 2018
  - b. Regular Meeting – September 11, 2018
  - c. Final Budget Hearing – September 19, 2018
- 5. Review of Financial Report:**
  - a. September 30, 2018
  - b. October 31, 2018
- 6. Old Business:**
  - a. West End of District Station
  - b. Appointment of Pension Board Trustee – seat 4
- 7. Chief Reports:**
  - a. Beach Safety Update
  - b. Training Report
  - c. Inspection Report
  - d. Response Change Report
  - e. Overtime Report
- 8. New Business:**
  - a. Other Post-Employment Benefit Report Fiscal Year Ended 9/30/2018 (OPEB)
  - b. Interlocal Agreement – City of Destin for beach services FY ending 9/30/2019
  - c. Resolution 19-01 – Declare Beach Safety ATVs, UTV, and Waverunner obsolete
  - d. Resolution 19-02 – Declare Beach Safety assets obsolete
  - e. Increase budget for purchase of new engine
- 9. Next Meeting:** Regular Meeting: December 11, 2018 at 5:30pm
- 10. Adjournment**

## **DESTIN FIRE CONTROL DISTRICT**

Tentative Budget Hearing

### **Main Station**

848 Airport Road  
Destin, Florida 32541

September 11, 2018

### **Minutes**

Commissioners present: Rick Moore, Tommy Green, Bob Wagner, and Mike Buckingham

Commissioners absent: Jack Wilson

Staff present: Chief Kevin Sasser; Division Chiefs Joe D'Agostino, Matt Taylor and Kathryn Wagner; Marie Wilbur

The Tentative Budget Hearing was called to order by Chairman Moore at 5:01 p.m. He announced Commissioner Wilson's absence. A quorum was present.

Chairman Moore called for a moment of silence in remembrance of September 11, 2001.

#### **Discussion of 2018-2019 Proposed Millage**

Chairman Moore stated that the Destin Fire Control District, a state taxing authority, proposes a millage rate of 1.0000 which is 5.10% greater than the rolled-back rate of 0.9515 mills.

#### **Public Comments**

There were no public comments concerning the proposed millage rate.

#### **Adoption of Tentative Millage Rate**

Commissioner Green made a motion to adopt a proposed tentative millage rate of 1.0000 which is 5.10% greater than the rolled-back rate of 0.9515 mills. The motion was seconded by Commissioner Buckingham. With no further discussion, the motion passed unanimously.

#### **Discussion of 2018-2019 Proposed Budget**

Chairman Moore stated that the Destin Fire Control District proposes a budget of \$8,005,171 for the 2018-2019 fiscal year, which is a 6.5% decrease from last year's budget.

#### **Public Comments**

There were no public comments concerning the proposed budget.

#### **Adoption of Tentative Budget**

Commissioner Green made a motion to adopt the proposed tentative budget of \$8,005,171 for the 2018-2019 fiscal year, based upon taxable value of real property totaling \$6,003,035,963, which

Destin Fire Control District  
Minutes of Tentative Budget Hearing – September 11, 2018

was seconded by Commissioner Buckingham. With no further discussion, the motion passed unanimously.

**Next Meeting:**

Commissioner Moore announced the date and time for the Final Budget Hearing which is scheduled for September 19, 2018 at 5:01 p.m.

With no further public comments or discussion, the meeting was adjourned at 5:04 p.m.

SUBJECT TO APPROVAL

## **DESTIN FIRE CONTROL DISTRICT**

Regular Meeting of the Board of Commissioners

### **Main Station**

848 Airport Road  
Destin, Florida 32541

September 11, 2018

### **Minutes**

Commissioners present: Rick Moore, Tommy Green, Bob Wagner, and Mike Buckingham

Commissioners absent: Jack Wilson

Staff present: Chief Kevin Sasser; Division Chiefs Joe D'Agostino, Matt Taylor and Kathryn Wagner; Marie Wilbur

Present: Attorney Dana "D.C." Matthews, II

The meeting was called to order by Chairman Moore at 5:30 p.m. He announced Commissioner Wilson's absence. A quorum was present.

### **Public Comments**

None

### **Review of Minutes**

The minutes for the regular meeting of August 14, 2018 were presented. Commissioner Wagner made a motion to approve the minutes as presented. Commissioner Green seconded. With no discussion, the motion passed unanimously.

### **Review of Financials**

Division Chief Wagner presented the financial statements for the month ended August 31, 2018. After brief review, Commissioner Wagner made a motion to approve the financial statements for August 31, 2018 as presented. Commissioner Green seconded. With no further discussion, the motion passed unanimously.

### **Old Business**

#### **a. West End of District Station**

Chief Sasser reported on meetings held with various City representatives in regard to the proposed fire station at Clement Taylor Park. He felt that the meetings went well and that the process is moving forward. Chief and Commissioners have spoken to Architect Scott Jenkins regarding the representatives' concerns and obtaining plans for presentation to the city, hopefully within the next month.

**Chief Reports**

a. Beach Safety Report

Division Chief D'Agostino reported on the effects of Tropical Storm Gordon. He noted that the lifeguard staff was recognized by the city for their rescue efforts during the first week of August. Statistics are still running high for the year. In response to a question by Chairman Moore he noted that Norriego Point is getting a bit busier, and that the addition of parking and bathrooms will only make the numbers go higher. He does not know what schedule the city has for completing construction, but he feels his staff is ready.

b. Training Report

Chief Sasser reported 21 hours of training for each shift during the month of August.

c. Inspection Report

Division Chief Taylor presented the Inspection Report for August noting it to have been a fairly quiet month.

d. Response Change Report

Chief Sasser reviewed response times and call breakdowns between Stations 9 and 10. He reviewed graph breakdowns and the Call History for the month of August. He announced four part-time firefighters coming on board over the next couple of months.

e. Overtime Report

Chief Sasser reviewed the Overtime Report for August which reflects another low month with firefighter education and absence coverage required.

**New Business**

a. FY 2017-2018 Year End Budget Adjustments

Division Chief Wagner reviewed the year end budget adjustments which result in no added expense. Commissioner Green made a motion to approve the 2017-2018 Year End Budget Adjustments. Commissioner Buckingham seconded. With no further discussion, the motion passed unanimously.

b. Insurance Renewals

Division Chief Wagner reported that General Liability Insurance through VFIS would have a 10% higher premium (6% on the Fire side and 4% on the Beach side). This will be renewed for only 11 months so that final numbers for the following year can be received earlier for budget planning purposes. Dental/Vision coverage under Guardian and Life Insurance under Principal will continue with no changes. Workers' Compensation under PGIT will be decreasing (it will be the second year with this company) and will also be renewed for 11 months to receive final numbers earlier.

Commissioner Wagner made a motion to approve the Insurance Renewals as recommended. Commissioner Green seconded. With no further discussion, the motion passed unanimously.

c. Appointment of Pension Board Trustee – Seat 4

Three resumes have been received from individuals expressing interest in filling Seat 4 on the Pension Board. The Commissioners would like to have further opportunity to review the resumes

Destin Fire Control District  
Minutes of Regular Meeting – September 11, 2018

and talk with the candidates before making a final decision, so this item was tabled until the next meeting with all Commissioners in agreement.

**Next Meeting**

Chairman Moore reminded the Board that the Public Hearing is scheduled for Wednesday, September 19, 2018 at 5:01 p.m. and that the next regular meeting is scheduled for October 9, 2018 at 5:30 p.m.

**Adjournment**

With no additional business to be discussed, the meeting adjourned at 6:38 p.m.

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## **DESTIN FIRE CONTROL DISTRICT**

Final Budget Hearing

### **Main Station**

848 Airport Road  
Destin, Florida 32541

September 19, 2018

### **Minutes**

Commissioners present: Rick Moore, Tommy Green, Bob Wagner, and Mike Buckingham

Commissioners absent: Jack Wilson

Staff present: Chief Kevin Sasser; Division Chiefs Joe D'Agostino and Kathryn Wagner; Marie Wilbur

The Final Budget Hearing was called to order by Chairman Moore at 5:01 p.m. He announced Commissioner Wilson's absence. A quorum was present.

### **Discussion of Percentage Increase in Millage Rate Over the Rolled-back Rate**

Chairman Moore stated that the Destin Fire Control District, a state taxing authority, proposes a millage rate of 1.0000 which is 5.10% greater than the rolled-back rate of 0.9515 mills.

### **Public Comments**

There were no public comments concerning the millage rate.

### **Adoption of Millage Rate – Resolution 18-05**

Commissioner Green made a motion to adopt Resolution 18-05 representing a millage rate of 1.0000 mills which is 5.10% greater than the rolled-back rate of 0.9515 mills. Commissioner Buckingham seconded the motion. With no further discussion, the motion passed unanimously.

### **Discussion of 2018-2019 Proposed Budget**

Chairman Moore stated that the Destin Fire Control District proposes a budget of \$8,005,171 for the 2018-2019 fiscal year, which has been advertised prior to the public hearing and tentatively adopted at the Tentative Budget Hearing on September 11, 2018. This budget is a 6.5% decrease from last year's budget.

### **Public Comments – concerning the proposed budget**

Patricia DeFrenza of Destin commented that the Fire District's charter states that billing for paramedic services is allowed and that she would like to see the Fire District bill the County ambulance service for paramedic responses by the Fire District.

**Adoption of Budget – Resolution 18-06**

Commissioner Green made a motion to adopt Resolution 18-06 representing the proposed budget of \$8,005,171 for the 2018-2019 fiscal year based upon taxable value of real property totaling \$6,003,035,963. Commissioner Buckingham seconded the motion. With no further discussion, the motion passed unanimously.

With no further public comments or discussion, the meeting was adjourned at 5:07 p.m.

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**Destin Fire Control District****Balance Sheet**

As of September 30, 2018

	<u>September 2018</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Petty cash	\$ 44
Trustmark - checking	224,808
Trustmark - impact fee	1,129,756
FLGIT - Day to Day Fund	21,487
FLGIT - Short Term Bond Fund	3,872,336
<b>Total Checking/Savings</b>	<u>5,248,431</u>
<b>Accounts Receivable</b>	
Accounts Receivable	170,482
<b>Total Accounts Receivable</b>	<u>170,482</u>
<b>Other Current Assets</b>	
Receivable from State for Pension Fund	658
Ed supplement receivable	3,150
<b>Total Other Current Assets</b>	<u>3,808</u>
<b>Total Current Assets</b>	<u>5,422,721</u>
<b>Fixed Assets</b>	
Land	278,555
Building	1,346,392
Building Improvements	1,457,872
Equipment - firefighting	408,411
Equipment - other	1,103,455
Equipment - station	346,892
Vehicles	2,708,170
Accumulated depreciation	(4,424,453)
<b>Total Fixed Assets</b>	<u>3,225,294</u>
<b>Other Assets</b>	
Prepaid expenses	189,374
<b>Total Other Assets</b>	<u>189,374</u>
<b>Deferred outflows of resources from Pension Fund</b>	<u>817,367</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u><u>\$ 9,654,756</u></u>

**Destin Fire Control District****Balance Sheet**

As of September 30, 2018

	<u>September 2018</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts payable	\$ 47,841
<b>Other Current Liabilities</b>	
Accrued wages payable	96,368
Retirement Trust Fund	658
Prepaid Legal Services	279
Compensated absences-in 1 yr	73,409
<b>Total Other Current Liabilities</b>	<u>170,714</u>
<b>Total Current Liabilities</b>	218,555
<b>Long Term Liabilities</b>	
Compensated absences-more 1 yr	130,391
OPEB Liability	855,644
Retirement Trust Fund	8,337,169
<b>Total Long Term Liabilities</b>	<u>9,323,204</u>
<b>Total Liabilities</b>	<u>9,541,759</u>
<b>Equity</b>	
<b>Nonspendable Fund</b>	
Nonspendable - Investment General Fixed Assets Fund	3,225,294
Nonspendable - Prepaid Insurance Fund	189,374
<b>Total Nonspendable Fund</b>	<u>3,414,668</u>
<b>Restricted Fund</b>	
Restricted - Impact Fee Fund	1,129,756
<b>Total Restricted Fund</b>	<u>1,129,756</u>
<b>Committed Fund</b>	
Committed - Compensation Fund	50,000
Committed - Unemployment Fund	19,873
<b>Total Committed Fund</b>	<u>69,873</u>
<b>Assigned Fund</b>	
Assigned - Asset Fund	3,420,120
Assigned - Beach Safety	5,155
<b>Total Assigned Fund</b>	<u>3,425,275</u>
<b>Unassigned Fund</b>	
Unassigned Fund	43,702
Provided for Retirement Trust Fund	(8,337,169)
Net Revenue over Expenditures	366,892
<b>Total Unassigned Fund</b>	<u>(7,926,575)</u>
<b>Total Equity</b>	<u>112,997</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$ 9,654,756</u></u>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2017 - 2018 Fiscal Year

	Through 9/30/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Revenue</b>				
<b>Advalorem Tax</b>				
Advalorem taxes	\$ 5,623,350	\$ 5,619,167	(4,183)	-0.07%
Discounts (3.5%)	(194,957)	(196,671)	(1,714)	0.87%
Uncollected tax (1.5%)	-	(84,288)	(84,288)	100.00%
Advalorem taxes prior years	1,230	-	(1,230)	-100.00%
Advalorem tax interest	6,376	-	(6,376)	-100.00%
Advalorem prior years penalty	483	-	(483)	-100.00%
Refund to tax payer	(387)	-	387	-100.00%
Tax collector	(108,717)	(112,383)	(3,666)	3.26%
<b>Total Advalorem Tax</b>	<u>5,327,378</u>	<u>5,225,825</u>	<u>(101,553)</u>	<u>-1.94%</u>
<b>Fee Revenue</b>				
Credit card convience fees	187	-	(187)	-100.00%
Impact fee	28,748	75,000	46,252	61.67%
Plan review fee	9,126	14,750	5,624	38.13%
Alarm System Malfunction fees	1,300	800	(500)	-62.50%
Re-Inspection fees	1,400	500	(900)	-180.00%
<b>Total Fee Revenue</b>	<u>40,761</u>	<u>91,050</u>	<u>50,289</u>	<u>55.23%</u>
<b>Grant revenue</b>				
Grant - PGIT	5,000	-	(5,000)	-100.00%
<b>Total Grant revenue</b>	<u>5,000</u>	<u>-</u>	<u>(5,000)</u>	<u>-100.00%</u>
<b>Interest from Investments</b>	14,382	6,000	(8,382)	-139.70%
<b>Unrealized gain (loss) on investments</b>	17,267	25,000	7,733	30.93%
<b>Gain (loss) on sale of assets - BS</b>	(3,582)	16,000	19,582	122.39%
<b>Gain (loss) on sale of assets</b>	10,680	-	(10,680)	-100.00%
<b>Contributions received</b>	700	-	(700)	-100.00%
<b>Beach Safety Patrol</b>				
BSP - City of Destin	100,000	100,000	-	0.00%
BSP - Okaloosa County	816,756	816,756	-	0.00%
BSP - Junior Lifeguard Program Fees	27,027	49,355	22,328	45.24%
BSP - Junior Lifeguard Program Late Fees	650	1,400	750	53.57%
BSP - Junior Lifeguard Program Other	780	-	(780)	-100.00%
<b>Total Beach Safety Patrol</b>	<u>945,213</u>	<u>967,511</u>	<u>22,298</u>	<u>2.30%</u>
<b>Pension Fund Contributions</b>	262,471	300,000	37,529	12.51%
<b>Net accident reimbursement</b>	2,779	-	(2,779)	-100.00%
<b>Miscellaneous revenue</b>	348	-	(348)	-100.00%
<b>Medical - Training Revenue (CPR)</b>	<u>4,189</u>	<u>6,795</u>	<u>2,606</u>	<u>38.35%</u>
<b>TOTAL REVENUE</b>	<u>6,627,586</u>	<u>6,638,181</u>	<u>10,595</u>	<u>0.16%</u>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2017 - 2018 Fiscal Year

**Expenditures**

**Personnel Services**

	Through 9/30/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
Education allowance	21,247	35,000	13,753	39.29%
Employee medical				
Drug test	691	800	109	13.63%
Physicals	13,268	14,000	732	5.23%
Shots	-	1,000	1,000	100.00%
Total Employee medical	13,959	15,800	1,841	11.65%
Insurance				
Elimination recourse	100	200	100	50.00%
Employee	555,273	599,000	43,727	7.30%
Employee AD&D	692	700	8	1.14%
Workers compensation	103,762	106,500	2,738	2.57%
Total Insurance	659,827	706,400	46,573	6.59%
Retirement plan				
District - 175 plan	2,090,498	2,091,000	502	0.02%
State Premium Tax Contr.	262,471	300,000	37,529	12.51%
District - 457 plan	35,084	36,000	916	2.54%
Total Retirement plan	2,388,053	2,427,000	38,947	1.60%
Taxes - payroll	162,345	170,000	7,655	4.50%
Wage incentives				
Paramedic	53,292	62,900	9,608	15.28%
Fire Boat Operator	7,905	10,800	2,895	26.81%
Open Water Rescuer	9,138	9,400	262	2.79%
Hazardous Materials Technician	16,501	17,200	699	4.06%
Total Wage incentives	86,836	100,300	13,464	13.42%
Wages				
Wages	1,975,317	2,030,550	55,233	2.72%
Mandatory overtime	40,145	45,000	4,855	10.79%
Duty overtime	13,336	42,000	28,664	68.25%
Holiday pay	19,127	22,000	2,873	13.06%
Commissioners	12,000	30,000	18,000	60.00%
Sick leave and vacation payout	11,705	14,000	2,295	16.39%
Accrued wages	(341)	-	341	100.00%
Total Wages	2,071,289	2,183,550	112,261	5.14%
<b>Total Personnel Services</b>	<b>5,403,556</b>	<b>5,638,050</b>	<b>234,494</b>	<b>4.16%</b>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2017 - 2018 Fiscal Year

	Through 9/30/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Operating Expenditures</b>				
Advertising	4,334	4,500	166	3.69%
Bond expense				
Election	-	200	200	100.00%
Employee	140	200	60	30.00%
Total Bond expense	140	400	260	65.00%
Contracts				
Radio Communications Access Fee	3,456	3,800	344	9.05%
Traffic control-interlocal agmt	1,700	1,700	-	0.00%
Total Contracts	5,156	5,500	344	6.25%
Dues/subscriptions/fees				
Fees	393	-	(393)	-100.00%
County medical director	4,000	4,000	-	0.00%
Dispatch	-	500	500	100.00%
Dues/subscriptions/fees - Other	7,436	11,250	3,814	33.90%
Total Dues/subscriptions/fees	11,829	15,750	3,921	24.90%
Equipment	7,347	15,000	7,653	51.02%
Equipment - Hoses	1,500	5,000	3,500	70.00%
Haz-mat	8,867	9,000	133	1.48%
Inspections - ladder	1,365	1,750	385	22.00%
Insurance - general liability	71,428	75,900	4,472	5.89%
Lease - copier	2,238	3,500	1,262	36.06%
Miscellaneous	40	-	(40)	-100.00%
Office expense	7,397	8,500	1,103	12.98%
Promotion activities	1,059	1,500	441	29.40%
Professional fees				
Audit	15,500	15,500	-	0.00%
Legal	15,542	35,000	19,458	55.59%
Other Professional Services	7,525	7,500	(25)	-0.33%
Total Professional fees	38,567	58,000	19,433	33.51%
Property appraiser	72,155	89,500	17,345	19.38%
Repairs and maintenance				
Boat	6,238	7,000	762	10.89%
Building	12,173	18,000	5,827	32.37%
Computers - Hardware/Software/Upg.	15,574	17,500	1,926	11.01%
Equipment	8,353	10,000	1,647	16.47%
Office	18,406	22,500	4,094	18.20%
Vehicle	41,754	59,000	17,246	29.23%
Total Repairs and maintenance	102,498	134,000	31,502	23.51%



**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2017 - 2018 Fiscal Year

	Through 9/30/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Operating Expenditures (continued)</b>				
Supplies				
Fire prevention	5,083	5,125	42	0.82%
Paramedic equipment	154	4,000	3,846	96.15%
Station	8,765	10,000	1,235	12.35%
Total Supplies	14,002	19,125	5,123	26.79%
Telephone				
Local	6,637	7,500	863	11.51%
Cellular	4,676	5,500	824	14.98%
Total Telephone	11,313	13,000	1,687	12.98%
Training and per diem	15,900	22,500	6,600	29.33%
Transfer to Asset Fund Reserve	589,411	589,411	-	0.00%
Uniforms - Duty	16,993	33,000	16,007	48.51%
Vehicle				
Fuel - fireboat	209	1,500	1,291	86.07%
Fuel - vehicles	23,873	25,000	1,127	4.51%
Total Vehicle	24,082	26,500	2,418	9.12%
Utilities				
Cable	3,838	3,900	62	1.59%
Electricity	21,983	26,800	4,817	17.97%
Gas	2,951	3,300	349	10.58%
Water	3,775	3,950	175	4.43%
Total Utilities	32,547	37,950	5,403	14.24%
<b>Total Operating Expenditures</b>	<b>1,040,168</b>	<b>1,169,286</b>	<b>129,118</b>	<b>11.04%</b>
<b>Capital Expenditures</b>				
Building	-	848,000	848,000	100.00%
Building - equip./furnishings	-	87,000	87,000	100.00%
Building Improvements	63,293	89,702	26,409	29.44%
Bunker Gear	76,940	122,500	45,560	37.19%
Computers	19,663	23,880	4,217	17.66%
Equipment - other	32,426	26,000	(6,426)	-24.72%
Equipment - station	-	9,500	9,500	100.00%
Furniture	-	16,500	16,500	100.00%
Vehicles	88,413	92,244	3,831	4.15%
<b>Total Capital Expenditures</b>	<b>280,735</b>	<b>1,315,326</b>	<b>1,034,591</b>	<b>78.66%</b>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2017 - 2018 Fiscal Year

Through 9/30/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
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**Other Uses of Funds**

**Beach Safety Lifeguard Program**

Communication Devices	4,668	5,000	332	6.64%
Drug and Background tests	6,361	6,342	(19)	-0.30%
Dues, Fees	30,170	31,700	1,530	4.83%
Equipment - capital	156,668	153,250	(3,418)	-2.23%
Fuel	8,971	10,500	1,529	14.56%
Insurance - WC/Liability	40,379	45,636	5,257	11.52%
Jr Lifeguard Program - education	3,798	-	(3,798)	-100.00%
Office expense	4,098	4,250	152	3.58%
Payroll benefits	60,432	58,062	(2,370)	-4.08%
Repairs and maintenance	21,876	20,750	(1,126)	-5.43%
Supplies	20,003	24,943	4,940	19.81%
Taxes - payroll	38,239	34,653	(3,586)	-10.35%
Training	2,598	2,750	152	5.53%
Uniforms	31,403	30,680	(723)	-2.36%
Utilities	1,278	1,750	472	26.97%
Wages	500,659	502,490	1,831	0.36%
<b>Total Beach Safety Lifeguard Program</b>	<b>931,601</b>	<b>932,756</b>	<b>1,155</b>	<b>0.12%</b>

**Beach Safety Junior Lifeguard Program**

Advertising and Marketing	773	1,400	627	44.79%
Cell Phone	83	100	17	17.00%
Ceremony and Prizes	-	2,500	2,500	100.00%
Drug and Background Tests	206	650	444	68.31%
Education Assistance	(3,798)	-	3,798	100.00%
Field Trips and Competitions	3,601	8,150	4,549	55.82%
Hardship	-	550	550	100.00%
Insurance (G/L & Accident Policies)	5,978	6,000	22	0.37%
Insurance (Workers Compensation)	580	1,000	420	42.00%
Office Expense	-	50	50	100.00%
Payroll Taxes	860	1,405	545	38.79%
Rental Fees	1,150	1,150	-	0.00%
Repair and Maintenance	-	150	150	100.00%
Scholarships	2,750	3,000	250	8.33%
Supplies	733	1,150	417	36.26%
Uniforms	5,442	6,000	558	9.30%
Wages	11,234	17,500	6,266	35.81%
<b>Total Beach Safety Junior Lifeguard Program</b>	<b>29,592</b>	<b>50,755</b>	<b>21,163</b>	<b>41.70%</b>

**Total Beach Safety Program**

961,193	983,511	22,318	2.27%
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**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2017 - 2018 Fiscal Year

	Through 9/30/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Other Uses of Funds (continued)</b>				
CPR Program				
Training Supplies	1,587	1,800	213	11.83%
Payroll Taxes	102	-	(102)	-100.00%
Wages - CPR Instructor	1,331	2,500	1,169	46.76%
Total CPR Program	<u>3,020</u>	<u>4,300</u>	<u>1,280</u>	<u>29.77%</u>
<b>Total Other Uses of Funds</b>	<u>964,213</u>	<u>987,811</u>	<u>23,598</u>	<u>2.39%</u>
<b>Total Expenditures</b>	<u>7,688,672</u>	<u>9,110,473</u>	<u>1,421,801</u>	<u>15.61%</u>
<b>Net Revenue over Expenditures (per budget)</b>	<u>\$ (1,061,086)</u>	<u>\$ (2,472,292)</u>		
<b>Non-General Fund items:</b>				
Use of Restricted Funds	\$ -	\$ 860,000		
Use of Assigned Funds	\$ 283,013	\$ 380,326		
Use of Unassigned Funds	\$ 1,000,000	\$ 1,231,966		
	<u>221,927</u>	<u>-</u>		
<b>Other Fund or Non-Budget Items:</b>				
Transfer Revenue to Restricted Fund - Impact Fees	(28,748)			
Transfer to Assigned Fund - Asset Fund	589,411			
Depreciation	(369,529)			
Depreciation - Beach Safety	(45,026)			
Depreciation - Jr. Lifeguard Program	(1,143)			
<b>Net Revenue over Expenditures</b>	<u><u>366,892</u></u>	<u><u>-</u></u>		

**Destin Fire Control District****Balance Sheet**

As of October 31, 2018

	<u>October 31, 2018</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Petty cash	\$ 100
Trustmark - checking	436,460
Trustmark - impact fee	1,129,823
FLGIT - Day to Day Fund	21,528
FLGIT - Short Term Bond Fund	3,374,646
<b>Total Checking/Savings</b>	<u>4,962,557</u>
<b>Accounts Receivable</b>	
Accounts Receivable	32,712
<b>Total Accounts Receivable</b>	<u>32,712</u>
<b>Other Current Assets</b>	
Ed supplement receivable	4,310
<b>Total Other Current Assets</b>	<u>4,310</u>
<b>Total Current Assets</b>	<u>4,999,579</u>
<b>Fixed Assets</b>	
Land	278,555
Building	1,346,392
Building Improvements	1,457,872
Equipment - firefighting	408,411
Equipment - other	1,103,455
Equipment - station	346,892
Vehicles	2,708,170
Accumulated depreciation	(4,424,453)
<b>Total Fixed Assets</b>	<u>3,225,294</u>
<b>Other Assets</b>	
Prepaid expenses	169,364
<b>Total Other Assets</b>	<u>169,364</u>
<b>Deferred outflows of resources from Pension Fund</b>	<u>817,367</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u><u>\$ 9,211,604</u></u>

**Destin Fire Control District****Balance Sheet**

As of October 31, 2018

	<u>October 31, 2018</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts payable	\$ 17,898
<b>Other Current Liabilities</b>	
Accrued wages payable	96,368
Prepaid Legal Services	268
Compensated absences-in 1 yr	73,409
<b>Total Other Current Liabilities</b>	<u>170,045</u>
<b>Total Current Liabilities</b>	187,943
<b>Long Term Liabilities</b>	
Compensated absences-more 1 yr	130,391
OPEB Liability	855,644
Retirement Trust Fund	8,337,169
<b>Total Long Term Liabilities</b>	<u>9,323,204</u>
<b>Total Liabilities</b>	<u>9,511,147</u>
<b>Equity</b>	
<b>Nonspendable Fund</b>	
Nonspendable - Investment General Fixed Assets Fund	3,225,294
Nonspendable - Prepaid Insurance Fund	169,364
<b>Total Nonspendable Fund</b>	<u>3,394,658</u>
<b>Restricted Fund</b>	
Restricted - Impact Fee Fund	1,130,602
<b>Total Restricted Fund</b>	<u>1,130,602</u>
<b>Committed Fund</b>	
Committed - Compensation Fund	50,000
Committed - Unemployment Fund	19,873
<b>Total Committed Fund</b>	<u>69,873</u>
<b>Assigned Fund</b>	
Assigned - Asset Fund	3,475,728
Assigned - Beach Safety	5,155
<b>Total Assigned Fund</b>	<u>3,480,883</u>
<b>Unassigned Fund</b>	
Unassigned Fund	374,997
Provided for Retirement Trust Fund	(8,337,169)
Net Revenue over Expenditures	(413,387)
<b>Total Unassigned Fund</b>	<u>(8,375,559)</u>
<b>Total Equity</b>	<u>(299,543)</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$ 9,211,604</u></u>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2018 - 2019 Fiscal Year

	Through 10/31/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Revenue</b>				
<b>Advalorem Tax</b>				
Advalorem taxes	\$ -	\$ 6,003,036	6,003,036	100.00%
Discounts (3.5%)	-	(210,106)	(210,106)	100.00%
Uncollected tax (1.5%)	-	(90,046)	(90,046)	100.00%
Advalorem tax interest	54	-	(54)	-100.00%
Tax collector	891	(120,061)	(120,952)	100.74%
<b>Total Advalorem Tax</b>	<u>945</u>	<u>5,582,823</u>	<u>5,581,878</u>	<u>99.98%</u>
<b>Fee Revenue</b>				
Credit card convience fees	4	-	(4)	-100.00%
Impact fee	846	100,000	99,154	99.15%
Plan review fee	1,967	14,750	12,783	86.66%
Alarm System Malfunction fees	-	800	800	100.00%
Re-Inspection fees	850	500	(350)	-70.00%
<b>Total Fee Revenue</b>	<u>3,667</u>	<u>116,050</u>	<u>112,383</u>	<u>96.84%</u>
<b>Interest from Investments</b>	142	8,000	7,858	98.23%
<b>Unrealized gain (loss) on investments</b>	2,310	25,000	22,690	90.76%
<b>Gain (loss) on sale of assets - BS</b>	-	16,000	16,000	100.00%
<b>Gain (loss) on sale of assets</b>	-	50,000	50,000	100.00%
<b>Beach Safety Patrol</b>				
BSP - City of Destin	-	100,000	100,000	100.00%
BSP - Okaloosa County	-	856,311	856,311	100.00%
BSP - Junior Lifeguard Program Fees	-	22,400	22,400	100.00%
<b>Total Beach Safety Patrol</b>	<u>-</u>	<u>978,711</u>	<u>978,711</u>	<u>100.00%</u>
<b>Pension Fund Contributions</b>	-	265,000	265,000	100.00%
<b>Medical - Training Revenue (CPR)</b>	<u>-</u>	<u>4,500</u>	<u>4,500</u>	<u>100.00%</u>
<b>TOTAL REVENUE</b>	<u>7,064</u>	<u>7,046,084</u>	<u>7,039,020</u>	<u>99.90%</u>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2018 - 2019 Fiscal Year

	Through 10/31/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Expenditures</b>				
<b>Personnel Services</b>				
Education allowance	-	50,000	50,000	100.00%
Employee medical				
Drug test	13	650	637	98.00%
Physicals	77	10,000	9,923	99.23%
Shots	-	1,000	1,000	100.00%
Total Employee medical	90	11,650	11,560	99.23%
Insurance				
Elimination recourse	-	200	200	100.00%
Employee	49,807	716,970	667,163	93.05%
Employee AD&D	59	725	666	91.86%
Employee assistance program	-	2,500	2,500	100.00%
Workers compensation	7,780	124,804	117,024	93.77%
Workers compensation - self insure	-	12,500	12,500	100.00%
Total Insurance	57,646	857,699	800,053	93.28%
Retirement plan				
District - 175 plan	69,586	976,858	907,272	92.88%
State Premium Tax Contr.	-	265,000	265,000	100.00%
District - 457 plan	2,539	35,418	32,879	92.83%
Total Retirement plan	72,125	1,277,276	1,205,151	94.35%
Taxes - payroll	12,739	179,115	166,376	92.89%
Wage incentives				
Paramedic	3,697	72,700	69,003	94.91%
Fire Boat Operator	916	30,000	29,084	96.95%
Open Water Rescuer	738	18,000	17,262	95.90%
Rescue Specialist	-	1,800	1,800	100.00%
Hazardous Materials Technician	1,800	27,000	25,200	93.33%
Total Wage incentives	7,151	149,500	142,349	95.22%
Wages				
Wages	144,043	2,115,287	1,971,244	93.19%
Mandatory overtime	2,708	45,000	42,292	93.98%
Duty overtime	13,288	23,541	10,253	43.55%
Holiday pay	1,556	22,739	21,183	93.16%
Commissioners	1,000	30,000	29,000	96.67%
Total Wages	163,785	2,245,537	2,081,752	92.71%
<b>Total Personnel Services</b>	<b>313,536</b>	<b>4,770,777</b>	<b>4,457,241</b>	<b>93.43%</b>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2018 - 2019 Fiscal Year

	Through 10/31/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Operating Expenditures</b>				
Advertising	-	5,000	5,000	100.00%
Bond expense				
Election	-	450	450	100.00%
Employee	140	200	60	30.00%
Total Bond expense	140	650	510	78.46%
Contracts				
Radio Communications Access Fee	288	3,600	3,312	92.00%
Traffic control-interlocal agmt	-	1,700	1,700	100.00%
Total Contracts	288	5,300	5,012	94.57%
Dues/subscriptions/fees				
Fees	17	-	(17)	-100.00%
County medical director	4,000	4,000	-	0.00%
Dispatch	-	500	500	100.00%
Dues/subscriptions/fees - Other	784	9,500	8,716	91.75%
Total Dues/subscriptions/fees	4,801	14,000	9,199	65.71%
Equipment	-	30,000	30,000	100.00%
Equipment - Hoses	-	5,000	5,000	100.00%
Haz-mat	8,867	9,000	133	1.48%
Inspections - ladder	-	1,750	1,750	100.00%
Insurance - general liability	5,202	78,500	73,298	93.37%
Lease - copier	189	2,500	2,311	92.44%
Office expense	1,203	8,500	7,297	85.85%
Promotion activities	-	1,500	1,500	100.00%
Professional fees				
Audit	-	15,500	15,500	100.00%
Legal	2,307	45,000	42,693	94.87%
Other Professional Services	-	3,700	3,700	100.00%
Total Professional fees	2,307	64,200	61,893	96.41%
Property appraiser	-	87,950	87,950	100.00%
Repairs and maintenance				
Boat	-	6,000	6,000	100.00%
Building	1,349	18,000	16,651	92.51%
Computers - Hardware/Software/Upg.	4,758	15,000	10,242	68.28%
Equipment	1,173	10,000	8,827	88.27%
Office	2,455	22,500	20,045	89.09%
Vehicle	944	60,000	59,056	98.43%
Total Repairs and maintenance	10,679	131,500	120,821	91.88%



**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2018 - 2019 Fiscal Year

Through 10/31/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
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**Operating Expenditures (continued)**

Supplies				
Fire prevention	-	5,200	5,200	100.00%
Foam	-	600	600	100.00%
Paramedic equipment	-	5,000	5,000	100.00%
Station	1,067	10,000	8,933	89.33%
Total Supplies	1,067	20,800	19,733	94.87%
Telephone				
Local	554	7,500	6,946	92.61%
Cellular	373	5,500	5,127	93.22%
Total Telephone	927	13,000	12,073	92.87%
Training and per diem	3,204	17,500	14,296	81.69%
Transfer to Asset Fund Reserve	55,608	667,301	611,693	91.67%
Uniforms - Duty	5,104	41,000	35,896	87.55%
Vehicle				
Fuel - fireboat	-	1,500	1,500	100.00%
Fuel - vehicles	1,897	25,000	23,103	92.41%
Total Vehicle	1,897	26,500	24,603	92.84%
Utilities				
Cable	321	4,000	3,679	91.98%
Electricity	2,118	27,000	24,882	92.16%
Gas	232	3,300	3,068	92.97%
Water	283	4,250	3,967	93.34%
Total Utilities	2,954	38,550	35,596	92.34%
<b>Total Operating Expenditures</b>	<b>104,437</b>	<b>1,270,001</b>	<b>1,165,564</b>	<b>91.78%</b>

**Capital Expenditures**

Building	-	848,000	848,000	100.00%
Building - equip./furnishings	-	87,000	87,000	100.00%
Building Improvements	-	102,552	102,552	100.00%
Computers	-	6,720	6,720	100.00%
Equipment - other	-	17,000	17,000	100.00%
Equipment - station	-	36,000	36,000	100.00%
Furniture	-	7,000	7,000	100.00%
Station 9 - concrete pad	-	10,000	10,000	100.00%
Vehicles	-	500,000	500,000	100.00%
<b>Total Capital Expenditures</b>	<b>-</b>	<b>1,614,272</b>	<b>1,614,272</b>	<b>100.00%</b>

**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2018 - 2019 Fiscal Year

Through 10/31/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
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**Other Uses of Funds**

**Beach Safety Lifeguard Program**

Communication Devices	422	7,164	6,742	94.11%
Drug and Background tests	-	8,342	8,342	100.00%
Dues, Fees	4,000	36,000	32,000	88.89%
Equipment - capital	-	113,840	113,840	100.00%
Fuel	608	7,500	6,892	91.89%
Insurance - WC/Liability	4,550	51,579	47,029	91.18%
Jr Lifeguard Program - education	-	4,000	4,000	100.00%
Office expense	-	2,000	2,000	100.00%
Payroll benefits	4,796	59,643	54,847	91.96%
Repairs and maintenance	63	25,000	24,937	99.75%
Supplies	19	22,683	22,664	99.92%
Taxes - payroll	2,829	45,439	42,610	93.77%
Training	89	2,700	2,611	96.70%
Uniforms	2,232	4,356	2,124	48.76%
Utilities	216	2,000	1,784	89.20%
Wages	37,028	593,976	556,948	93.77%
<b>Total Beach Safety Lifeguard Program</b>	<b>56,852</b>	<b>991,222</b>	<b>934,370</b>	<b>94.26%</b>

**Beach Safety Junior Lifeguard Program**

Advertising and Marketing	-	773	773	100.00%
Cell Phone	-	97	97	100.00%
Drug and Background Tests	-	290	290	100.00%
Field Trips and Competitions	-	2,880	2,880	100.00%
Insurance (G/L & Accident Policies)	388	5,978	5,590	93.51%
Insurance (Workers Compensation)	-	226	226	100.00%
Office Expense	-	25	25	100.00%
Payroll Taxes	-	458	458	100.00%
Rental Fees	-	950	950	100.00%
Repair and Maintenance	-	150	150	100.00%
Supplies	-	498	498	100.00%
Uniforms	-	4,089	4,089	100.00%
Wages	-	5,986	5,986	100.00%
<b>Total Beach Safety Junior Lifeguard Program</b>	<b>388</b>	<b>22,400</b>	<b>22,012</b>	<b>98.27%</b>

**Total Beach Safety Program**

57,240	1,013,622	956,382	94.35%
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**Destin Fire Control District**  
**Revenue over Expenditures vs Budget**  
for the 2018 - 2019 Fiscal Year

	Through 10/31/2018	Budget	Budget Remaining (Over)	% Remaining (Over)
<b>Other Uses of Funds (continued)</b>				
CPR Program				
Training Supplies	-	1,300	1,300	100.00%
Wages - CPR Instructor	-	2,500	2,500	100.00%
Total CPR Program	-	3,800	3,800	100.00%
<b>Total Other Uses of Funds</b>	57,240	1,017,422	960,182	94.37%
<b>Total Expenditures</b>	475,213	8,672,472	8,197,259	94.52%
<b>Net Revenue over Expenditures (per budget)</b>	\$ (468,149)	\$ (1,626,388)		

**Non-General Fund items:**

Use of Restricted Funds	\$ -	\$ 835,000
Use of Assigned Funds	\$ -	\$ 698,183
Use of Unassigned Funds	\$ -	\$ 93,205
	(468,149)	-

**Other Fund or Non-Budget Items:**

Transfer Revenue to Restricted Fund - Impact Fees	(846)
Transfer to Assigned Fund - Asset Fund	55,608
Depreciation	-
Depreciation - Beach Safety	-
Depreciation - Jr. Lifeguard Program	-

**Net Revenue over Expenditures**

(413,387)	-
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## Kathryn Wagner

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**From:** Clayton Hicks <cwhicks@unionstate.net>  
**Sent:** Thursday, August 30, 2018 9:18 AM  
**To:** Kathryn Wagner  
**Subject:** Board of Trustees  
**Attachments:** Resume.docx; Volunteer and Board Experience.docx

Kathryn,

Good morning, my name is Clayton Hicks, my wife and I recently relocated to the Destin area (four months ago) and I am looking to more involved in the community. I received your fax yesterday regarding the Board of Trustees and I would like to be considered. I have extensive experience in board matters and municipal government as you will see, plus I have a professional background in finance. Thank you in advance for any consideration and feel free to reach out if you have any additional questions.

### Clayton Hicks

Vice President  
Union State Bank  
978 Airport Road, Suite A  
Destin, Florida 32541  
Phone (850) 654-5019  
Fax (850) 654-5037  
MLO #1748250

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# CLAYTON HICKS

4320 Commons Dr W # 4309 Destin, FL, 32541 ~ 678-471-1115 ~ cwhicks@unionstate.net

## CAREER PROFILE

Key Contributor & Effective Leader supporting daily operations in fast-paced and high-stress environments within a variety of industries. Experienced in driving internal changes for complex systems by applying expertise in strategy development, streamlining current processes in order to reduce cost and inefficiencies, managing complex customer service issues, and leading cross-functional teams. Equipped with a significant ability to leverage skills in project management and to introduce new tools for cost/time savings and efficiency improvements.

## AREAS OF EXPERTISE

- |                               |                            |                      |
|-------------------------------|----------------------------|----------------------|
| ◆ Relationship Development    | ◆ Credit Underwriting      | ◆ Financial Analysis |
| ◆ Customer Service Excellence | ◆ New Business Development | ◆ Project Management |
| ◆ Team Building               | ◆ Operational Efficiencies | ◆ Client Retention   |

## CAREER HIGHLIGHTS

- Oversaw a high-level acquisition while maintaining 87% of the current customer base (CharterBank), increased sales by over \$8 million (Edward Jones), and maintained internal compliance
- Graduated from the Community Bankers Association of Georgia's Commercial Banking School
- Achieved a Lean Six Sigma Greenbelt Certification

## PROFESSIONAL SYNOPSIS

UNIONSTATE BANK  
VICE PRESIDENT

MAY 2018 - PRESENT

- Attracted And Retained Customer While Growing Commercial Loan Portfolio
- Lending For Speculative Construction, Raw Land, Owner Occupied Commercial Real Estate, And Non-owner Occupied Commercial Real Estate
- Perform Credit Analysis To Ensure Loan Policy Is Followed And Prospective Borrowers Qualify

EXCLUSIVE ASSOCIATION MANAGEMENT

MAY 20017- MARCH 2018

DIRECTOR OF BUSINESS DEVELOPMENT AND PROFESSIONAL SERVICES

- Managed the day to day activities operations of 29 condominium and homeowners associations.
- Managed the budget and financial operation of 29 condominium and homeowners associations
- Identified additional revenue opportunities which increased revenues by approximately 17% within six month.
- Participated in business development activities which led to an increase of 14% in total clients in six months.

CANCER TREATMENT CENTERS OF AMERICA

MARCH 2012-MARCH 2016

Director, Return Patient Experience (2014-2016)

- Directed daily operations within a fast-paced environment within a focus on increasing productivity and efficiency while simultaneously reducing overhead costs
- Design and implement unique operational strategies for the clinic which held over 30 thousand in clinic

appointments and staffed over 100 individuals

- Act as a Project Manager for the weekend clinic which required planning the opening of a weekend outpatient oncology clinic
- Successfully reduced patient complaints by 66% while volume increased by 19% through the successful implementation of streamlined scheduling best practices

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#### **Manager, Transportation and Travel Scheduling (2012-2014)**

---

- Coordinated daily operations within a brand-new transportation department which required creating comprehensive standard operating procedures, overseeing inventory purchasing, and fostering positive rapport with vendors and members of the community
- Managed a travel benefit program for both patients and caregivers in addition to streamlining current processes which resulted in a savings of over \$1.4 million in overhead costs
- Provided individualized coaching and feedback to staff members as needed, consistently fostered a positive working environment, and achieved zero customer complaints

CHARTERBANK

FEBRUARY 2007-FEBRUARY 2012

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#### **Vice President, Commercial Banking**

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- Oversaw the commercial banking department which included facilitating client (both residential and commercial) financial services and risk management for \$147 million in loans and \$1.4 billion in deposits
- Maintained a significant knowledge of several industries which resulted in successfully supporting commercial client banking needs
- Reduced a REO loan portfolio by 34% in 6 months, achieved a retention rate of 87% during a complex acquisition, and provided comprehensive training/support for a new UCA cash flow analysis software

EDWARD JONES

OCTOBER 2004-FEBRUARY 2007

---

#### **Financial Advisor**

---

- Acted as a Licensed Financial Advisor within the organization which required overseeing profit and loss, supervising branch staff members, and handling customer support functions
- Increased sales by over \$8.5 million within 18 months and successfully passed the series 7, series 65, life insurance, and variable product exams which resulted in obtaining licensure

DELTA AIR LINES

FEBRUARY 1999-OCTOBER 2004

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#### **Manager, Strategic Planning (2003-2004)**

#### **In Flight Manager, Operations Control Center (2002-2003)**

#### **Operations Supervisor, ATL Coordination Center (2000-2002)**

#### **Flight Attendant (1999-2000)**

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- Held several progressive roles within a fast-paced environment which included creating an in-depth operation budget of over \$1.25 billion, supervising teams, and identifying potential cost saving initiatives
- Acted as Deputy Chief of Staff to the Senior Vice President of In-Flight Services which required providing administrative support, coordinating staff inclusion activities, and managing internal communication
- Implemented a new Coordinator position within the department which reduced FAA reported delay codes by 74% within 12 months and successfully led a complex FTE analysis project focused on workforce planning
- Created a successful co-op program in conjunction with the University of Cincinnati

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### **EDUCATION**

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**Master of Business Administration, NORTHEASTERN UNIVERSITY**

**Bachelor of Science, Professional Studies-General Business, EXCELSIOR COLLEGE**

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## PROFESSIONAL LICENSES

GEORGIA INSURANCE COMMISSION- LIFE, ACCIDENT, HEALTH, PROPERTY AND CASUALTY

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## Volunteer and Board Experience

### City of Newnan – Councilmember

2006-2017

- Served as an elected member of council representing District A of the city of Newnan, GA
- Participated in the Georgia Municipal Association (GMA) annual training and conferences
- Represented the city at various associations including MEAG, National League of Cities, and other organization

### Three Rivers Regional Commission – Vice Chairman

2007-2016

- The City of Newnan's representative on the regional development authority
- Served as Chair of the Budget Committee, Finance Committee, and Audit Committee
- Negotiated the merger of the Chattahoochee Flint RDC and the McIntosh Trail RDC to create the Three Rivers Regional Commission after a change in state laws

### The Heritage School – Trustee

2013-2016

- Served as an independent Trustee for the private repertory school
- Served on the Finance Committee and Personnel Committee

### The Rotary Club of Newnan – Past President

2005-2017

- Served as Secretary, Treasurer, and Club President

### Other Affiliations and Experiences:

- Rotary Club of Destin
- Newnan/Coweta Chamber of Commerce – Board of Directors
- Coweta Drug Court – Board of Directors
- National Association of Eagle Scouts

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September 4, 2018

Destin Fire Control District  
C/O Kathryn Wagner  
848 Airport Rd  
Destin, FL 32541

Dear Kathryn,

Please accept this letter and enclosed resume to indicate my interest in being considered for an appointment as a Trustee for the Firefighter's Retirement Trust Fund. I've been involved in the financial services sector since 2002, currently hold an active CERTIFIED FINANCIAL PLANNER™ designation and am an active financial advisor here in Destin. I feel I have the knowledge and tools necessary to add value to the retirement board and help your staff feel confident in their retirement plan. If you have any questions, please don't hesitate to reach out. I look forward to hearing from you soon!

Sincerely,

Jared O'Neal, CFP®

**Jared O'Neal, CFP®**  
(850) 597-1820 • [jaredmoneal@hotmail.com](mailto:jaredmoneal@hotmail.com)  
22 Indian Bayou Dr  
Destin, FL 32541

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**FINANCIAL SERVICES SENIOR LEADER**

***Business Development • Practice Management • Sales & Marketing***

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Proven success in roles driving sales, revenue and problem resolution. Experienced in leading teams, and effectively increasing advisor production. Able to engage, persuade and solicit support from the field, senior management, prospects and clients by making complex concepts simple and relevant.

**KEY COMPETENCIES**

- |                         |                            |                            |
|-------------------------|----------------------------|----------------------------|
| • Innovative Leadership | • Sales & Revenue Planning | • Profit & Loss Management |
| • Business Development  | • Strategic Planning       | • Project Management       |
| • Marketing Strategies  | • Practice Management      | • Team Building            |
- 

**PROFESSIONAL EXPERIENCE**

**Raymond James – Destin, FL** **2018-Present**  
**Financial Advisor, CERTIFIED FINANCIAL PLANNER™**  
Currently building financial advisory practice.

**FIRST FLORIDA BANK – Destin, FL** **2015-2018**  
**SVP, First Florida Wealth Management**  
**Branch Manager/Financial Advisor, Raymond James Financial Services, Inc.**  
Developed start-up wealth management program for bank through Raymond James. Daily duties include prospecting new clients, servicing existing clients, compliance of program and recruiting new advisors to program. Served as officer of bank and represented bank as well as Wealth Management at various public events.

- In 3 years, developed T12 revenue of \$313,000 with 89% recurring revenue
- Program AUM of \$52,000,000 with another \$11mm in immediate pipeline, 134 households
- Recruited and transitioned a financial advisor and recruited a trainee who was a relationship manager at a competitor

**RAYMOND JAMES FINANCIAL – St. Petersburg, FL** **2014 to 2015**  
**Business Development Specialist, Financial Institutions Division**  
Proactively recruit financial institutions throughout the eastern half of the U.S. to operate their investment program using Raymond James as a third-party marketer. Recruiting duties include constant cold-calling, follow-up, onsite visits, home office visits, managing CRM database, RFP responses, interviewing prospects to create discussion documents, staying abreast of new technology offerings and competitive intelligence.

- Increased prospect pipeline by over 200%
- Received commit for 4 programs totaling over \$2.7mm in revenue
- Hosted 10 prospective banks at our home office in St. Petersburg
- Attended Jeff Thull's Prime Process Training

**RAYMOND JAMES FINANCIAL – St. Petersburg, FL** **2013 to 2014**  
**Director, Cash Management & Lending Solutions**  
Responsible for marketing strategies, product sales and development for banking and lending products including cash management accounts, deposits, debit and credit cards, and securities based lending. Developed new business relationships designed to enhance banking and lending offerings. Conducted competitive research to ensure parity and make pricing adjustments as needed.

- Designed product and marketing strategies to increase share of wallet utilizing banking services

- Led work streams involving cash management, mobile and securities based lending product suite
- Secured and retained over \$170mm in assets through "By Invitation Only" program
- Increased adoption of cash management account 15% annually
- Increased revenue on credit card program by 150% from \$400k to \$1mm annually
- Regularly called on for speaking engagements at national, regional and local conferences

**RAYMOND JAMES FINANCIAL – St. Petersburg, FL**

**2010 to 2013**

**Product Manager, Cash Management & Lending Solutions**

Designed sales and marketing strategies for banking and lending products which include the cash management account, the Raymond James Visa Signature credit card, margin and securities based lending. Proactively wholesale products to advisors and sales assistants throughout the nation. Developed practice management techniques tailored to specific advisors to assist them in gaining share of wallet from their existing clients.

- Increased adoption of cash management account by 19% and credit card program by 31% in first two years
- Received "Service 1st" Award for client consolidation project with Chairman's Council advisor
- Regularly called on for speaking engagements at national, regional, and local conferences

**RAYMOND JAMES FINANCIAL – St. Petersburg, FL**

**2006 to 2010**

**Transition Consultant III, Transition Management**

Recruited and led over 75 financial advisors through the process of affiliating with Raymond James, specifically focused on \$1mm+ producers. Proactively trained branch managers, advisors and support staff on tools available to assist them in transferring and growing their practice. Served as point of contact for all issues arising during the transition. Trained and mentored other consultants to ensure understanding of new policies, FINRA regulations, and best practices.

- Developed training program for new associates to drive consistent departmental messaging
- Spearheaded the development of proprietary software to allow for fixed income distributions to automatically be invested into mutual funds
- 100% of transition reviews scored as "Very Satisfied" or "Satisfied"

**BRADY WARE – Dayton, OH**

**2005 to 2006**

**Wealth Management Advisor, Brady Ware Investment Council, LLC**

Developed and managed \$115 million in assets for an independent RIA utilizing Schwab Institutional for custody and clearing services. Designed daily, monthly and quarterly operational activities that led to a significant increase in billing accuracy, higher rated audits and targeted marketing campaigns. Cultivated relationships with CPA partners to drive referrals. Served as primary advisor for all existing clients.

- Created onboarding checklist designed to provide a consistent experience to each client
- Designed financial plans for clients to uncover outside assets
- Developed referral program for CPA partners offering a revenue share agreement
- Efforts led to an 80% increase in assets under management and a 50% increase in revenue

**T. ROWE PRICE – Tampa, FL & Owings Mills, MD**

**2002 to 2005**

**Senior Investment Specialist, Investment Guidance Group**

Responsible for over \$100mm in deposits through education of customers and financial advisors on T. Rowe Price mutual funds and advisory services. Implemented a consultative sales approach to acquire and retain assets for the firm through the "one-call rollover" process. Proactive outbound calls to prospects and financial advisors to close leads.

- Coached a team of 12 associates that became the top sales team in the nation within first year
- Significant Achievement Award recipient
- College Planning Specialist

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**EDUCATION**

Bachelor of Science, Business Administration • University of Southern Mississippi, Hattiesburg, MS

**LICENSES & DESIGNATIONS**

Series 6, 7, 24, 63, 66; CFP® designation obtained in 2011  
Florida Life, Health, Variable Annuity

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To: Kathryn Wagner  
Administrative Division Chief  
Destin Fire Control District

From: Paul T. Rice  
Assistant Vice President  
Branch Manager-Lender  
BancorpSouth  
13331 Emerald Coast Pkwy.  
Miramar Beach, FL 32550

Date: 02/09/2018

Re: Retirement Board Volunteer

Kathryn,

Thank you for your recent fax to us indicating you are in search of volunteers for the Destin Fire Control District Firefighters' Retirement Trust Fund. I truly appreciate the firefighters' and the importance of their work in our community. I would be honored to use my banking background and finance experience to make a contribution serving on the District's Retirement Board. It is vital that good decisions are made regarding pension plans and pension-related benefits so that they can remain safe and sound. I have attached my resume that gives a brief summary of my background and some of my experience. I would be happy to discuss further.

Sincerely,  
  
Paul T. Rice  
BancorpSouth

**Paul T. Rice**  
**850-428-1527**  
**Ptrice3863@gmail.com**  
**3863 Indian Trail**  
**Destin, FL 32541**

**Experience:**

**2015 to Present      Assistant Vice President**  
**Branch Manager-Lender**  
**BancorpSouth-Miramar Beach, FL**

**Develops loan volume that exceeds all established goals for real estate loans and manages a portfolio in excess of \$50 million dollars achieving loan growth of over 10% in 2017. Specializes in financing for premier and higher end properties, vacation homes, and condos for in house portfolio. Manages the retail and deposit operations of the branch and staff. Achieved Best Performing Branch category in 2017 and the top 8% for the entire bank.**

**2006 to 2015      Vice President-Retail Operations,**  
**Lender and Security Officer**  
**Branson Bank-Branson, MO**

**Managed all retail and deposit operations of the bank that included three retail locations and the operations center. Conducted all Security Officer functions for the bank. Served as consumer lender and managed a portfolio of consumer loans.**

**2004 to 2006      Branch Manager-Lender**  
**Great Southern Bank-Branson, MO**

**Managed all operations of the branch including retail deposits and loans. Developed an award winning staff and branch.**

**Education:**

**B.A and M.P. A.-University of Arkansas**



The Destin Beach Safety Patrol



[www.destinfire.com/services-programs/beach-safety/](http://www.destinfire.com/services-programs/beach-safety/)

## **BEACH SAFETY DIVISION'S Commissioner's Report November 13, 2018**

I. USLA training course held October 29,30,31.

II. Statistics.

# Destin Beach Safety Statistics Commissioners' Report



**As of 9/10/2018**

Attendance	2,501,772
Minor First Aids	112
Major First Aids	32
Public Contacts	394,450
Preventative Acts	149,196
Missing Persons	87
Lost Persons	27
Persons Rescued	434
Assists	352
Boat Infraction	34
PWC Infraction	42
Marine Stings	28
Public Ed Mat	335

<i>Included in totals above</i>	<i>Harbor 9</i>	<i>Crab Island</i>
Attendance	10,300	
Minor First Aids	0	11
Major First Aids	3	17
Public Contacts	743	
Preventative Acts	465	
Missing Persons	2	
Lost Persons	4	3
Persons Rescued	18	120
Assists	8	78
Boat Infraction	0	14
PWC Infraction	0	
Marine Stings	0	1
Public Ed Mat	10	
Fire & other		11



## Fire/Rescue Boat Crab Island Statistics



**June - 14 Days**

**July - 14 Days**

**Aug - 13 Days**

**Sept - 3 Days**

**Total - 34 Days**

Medical Incidents				Water Hazards			Fire	Other
Lost Person	Marine Related	Trauma	Sickness or Illness	Assist Swimmer	Rescue Swimmer	Boating/PWC Accident	All Fire Incidents	Other
2	0	3	2	27	51	3	0	7
1	1	11	7	33	63	8	1	4
0	0	2	2	18	6	3	0	0
0	0	1	0	0	0	0	0	0
3	1	17	11	78	120	14	1	11

### Additional Information

2 - 12x12 large blocks removed from middle of channel.
One burn complaint, fire under bridge. Help one rental vessel in distress under bridge, in channel. Vassal moved to safe water & rental company retrieved vessel.
1 PWC incident, near Midbay bridge, unfounded. 1 trauma, baby injured from fall from ladder.
1 boat Joes Bayou taking on water.
4 people rescued on sinking kayak 1/4 mile off shore in breakers, 3 from sinking PWC, 2 from overturned kayak under bridge.
Assisted boater w/starting rental boats
Bandaged a foot cut on a boat, 8 y/o male pt.
1 reported boat hit by lightning off shore (unfounded). Dune fire (small) investigated, caused by fireworks. Media reporters on boat.
Towed a disabled pontoon boat from under the bridge to shore
10 people rescued off sinking vessel. 1 Pedi code, drowning transported by OCEMS. 1 broken ankle. 2 people rescued from overturned jet ski.
1 person checked out from jet ski incident. 2 person's assisted to safety from overturned kayak.
1 PWC accident with possible dislocated knee. 2 swimmer assists near the East Jetty.
1 disabled pontoon boat on the West Jetty's, towed to beach. 1 missing swimmer, last seen on the N.E. corner of Crab Island/swimmer still missing
1 Boat with rope wrapped in prop. Rope removed.
2 Major medicals - Shortness of breath post PWC accident & cardiac arrest on fishing vessel, not water
Laceration to knee via boat prop. ALS care provided

# Destin Fire Control District

## October 2018 Training

	A-Shift	B-Shift	C-Shift	Total
<b>Company Training</b>				
<b>Medical</b>				
Mod 9 Incident Command System/Mass Causality	4	4	4	12
<b>Company Training</b>				
Open Water Rescuer Training (USLA)	4	4	4	12
Hurlburt SMOKE Training	8	8	8	24
<b>Fire Prevention</b>				
Fire Prevention month	8	8	8	24
<b>Total Training Hours</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>72</b>

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# FIRE PREVENTION & INSPECTIONS

October 2018

LOOK LISTEN LEARN

*Be aware. Fire can happen anywhere.*

## Inspections Performed

Annual Inspections:	
Apartments/ Condominiums	
Hotels/Motels	
Assembly	
Business	32
Mercantile	6
Board & Care/ Day Care	
Storage	1
Sprinkler /Alarm	
Access To Property	38
Vacant Property	

**Total 77**

Construction Inspections:	
Building	3
Remodel	
Fire Alarm	1
Sprinkler System	
Site	2
Hood System	

**Total 6**

Re-inspections	34
----------------	----

**Total 34**

Public Inquiries	
Conferences	3
Pre-Plan Update	38
E.C. Updates	4

**Total 45**

**Total Inspections 175**

## Plans Reviewed

TRT	2
Building Site	6
Remodel	
Building	3
Signs	2
Sprinkler Systems	
Fire Alarms	
Hood Systems	

**Total 13**

## OCTOBER IS FIRE PREVENTION MONTH

**We were able to talk to over  
1000 kids about Fire Safety  
this year.**

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**Fractile Response Times**  
**Emergency Responses**  
For the Year 2018

	Destin Fire			Okaloosa County EMS		
	7:59 Level	90% Level	Mean	7:59 Level	90% Level	Mean
January	72%	0:09:30	0:05:51	41%	0:25:14	0:12:53
February	80%	0:09:30	0:05:46	44%	0:28:19	0:15:32
March	79%	0:09:00	0:05:37	51%	0:22:01	0:11:52
April	78%	0:09:58	0:06:01	45%	0:21:28	0:12:04
May	90%	0:08:16	0:05:24	46%	0:22:50	0:12:44
June	87%	0:09:07	0:05:33	45%	0:25:27	0:12:58
July	84%	0:09:41	0:06:01	52%	0:21:30	0:10:10
August	90%	0:08:25	0:05:51	54%	0:17:49	0:10:02
September	86%	0:08:58	0:05:59	43%	0:18:13	0:10:39
October	87%	0:08:28	0:05:42	48%	0:17:24	0:10:22
November						
December						
<b>Year to Date</b>	83%	0:09:05	0:05:46	47%	0:22:02	0:11:56
<b>2017 Average</b>	80%	0:09:08	0:05:50	51%	0:23:12	0:12:42



# Call Breakdown

For the Year 2018

	Station 9 <u>Number</u>	Station 9 <u>Percentage</u>	Station 10 <u>Number</u>	Station 10 <u>Percentage</u>	<u>Total</u>	<u>EMS</u>	<u>Fire</u>	<u>Total</u>	<u>EMS</u>
January	165	66%	84	34%	249	67%	33%	167	67%
February	159	65%	84	35%	243	71%	29%	173	71%
March	188	66%	99	34%	287	80%	20%	231	80%
April	175	71%	71	29%	246	79%	21%	194	79%
May	241	74%	83	26%	324	78%	22%	252	78%
June	265	67%	131	33%	396	79%	21%	314	79%
July	286	71%	118	29%	404	80%	20%	325	80%
August	198	63%	117	37%	315	77%	23%	244	77%
September	145	65%	77	35%	222	80%	20%	178	80%
October	171	65%	94	35%	265	75%	25%	199	75%
November									
December									
Year to Date	1993	68%	958	32%	2951	77%	23%	2,277	77%
2017 Totals	2111	67%	1033	33%	3144	61%	39%	2,224	61%

# Hot Zones

For the Year 2018

	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8	Zone 9	2018 Total	2017 Total	2016 Total	2015 Total	2014 Total	2013 Total
January	47	23	54	20	31	21	26	22	5	249	185	181	164	283	226
February	32	21	48	23	34	22	22	37	4	243	204	194	187	192	216
March	53	26	56	21	44	24	23	34	6	287	281	250	216	280	272
April	42	27	48	16	45	16	20	28	4	246	250	210	245	257	236
May	71	30	75	19	49	21	20	32	7	324	261	251	287	333	312
June	72	31	76	38	64	33	31	38	13	396	349	335	330	324	350
July	90	37	63	43	54	27	32	40	18	404	452	421	386	392	405
August	58	27	63	21	43	32	25	40	6	315	276	310	302	325	278
September	33	19	52	22	26	28	13	26	3	222	238	255	230	259	216
October	49	28	48	12	41	28	16	32	11	265	250	220	226	208	234
November										0	192	216	174	184	203
December										0	206	193	219	160	198
<b>Year to Date</b>	<b>547</b>	<b>269</b>	<b>583</b>	<b>235</b>	<b>431</b>	<b>252</b>	<b>228</b>	<b>329</b>	<b>77</b>	<b>2951</b>	<b>3144</b>	<b>3036</b>	<b>2966</b>	<b>3197</b>	<b>3146</b>

(A) Zone 1 - Destin Bridge to Benning Drive

(B) Zone 2 - Benning Drive to Main Street

(C) Zone 3 - Main Street to Airport Road

(D) Zone 4 - Holiday Isle, Hwy 98 (#802 - #1050) South side

(E) Zone 5 - Airport Road to Henderson Beach Road

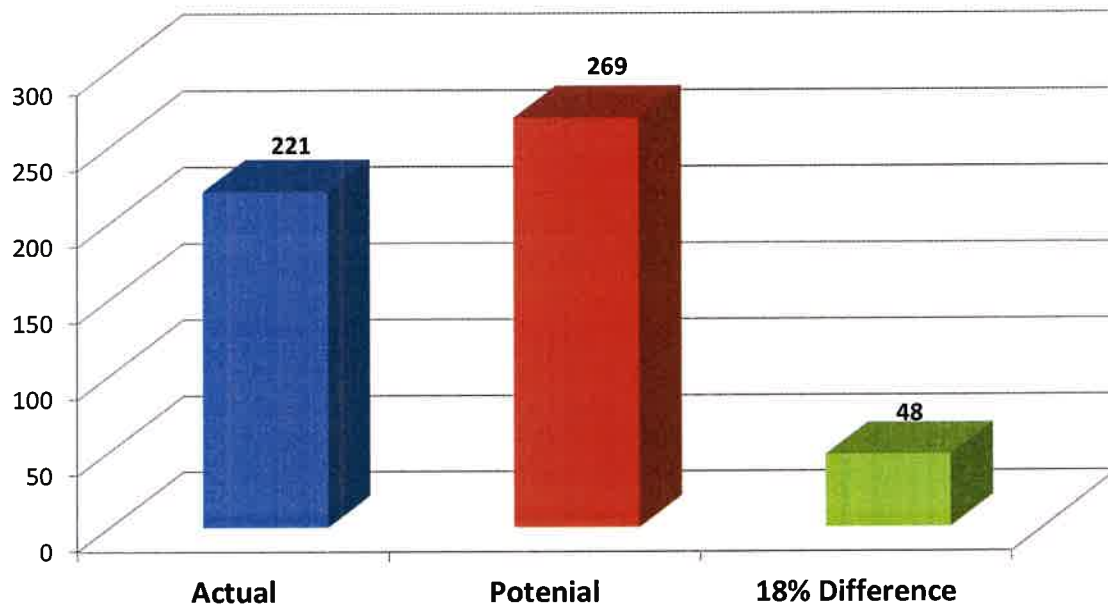
(F) Zone 6 - Henderson Beach Park/Rd to Hwy 293/Hutchinson

(G) Zone 7 - Hwy 293 (N side ECP) to Walton County

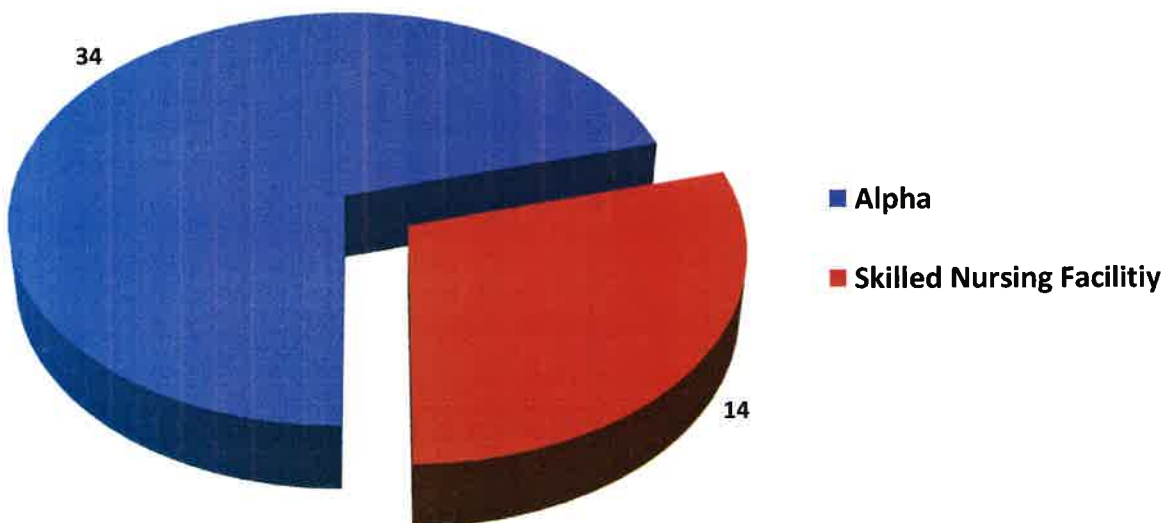
(H) Zone 8 - Hutchinson to Walton County (southside ECP)

(Z) Zone 9 - Out of District

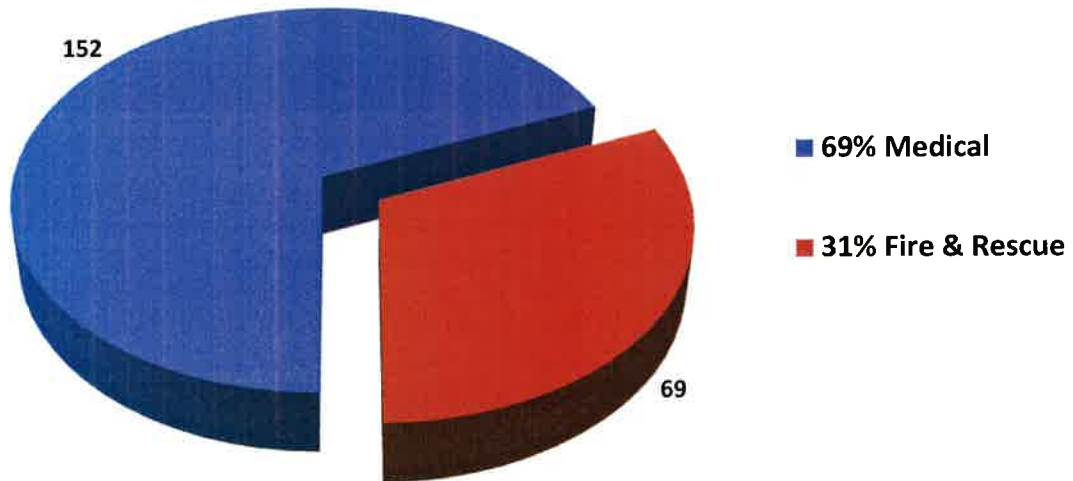
**September 2018  
District Call Volume**



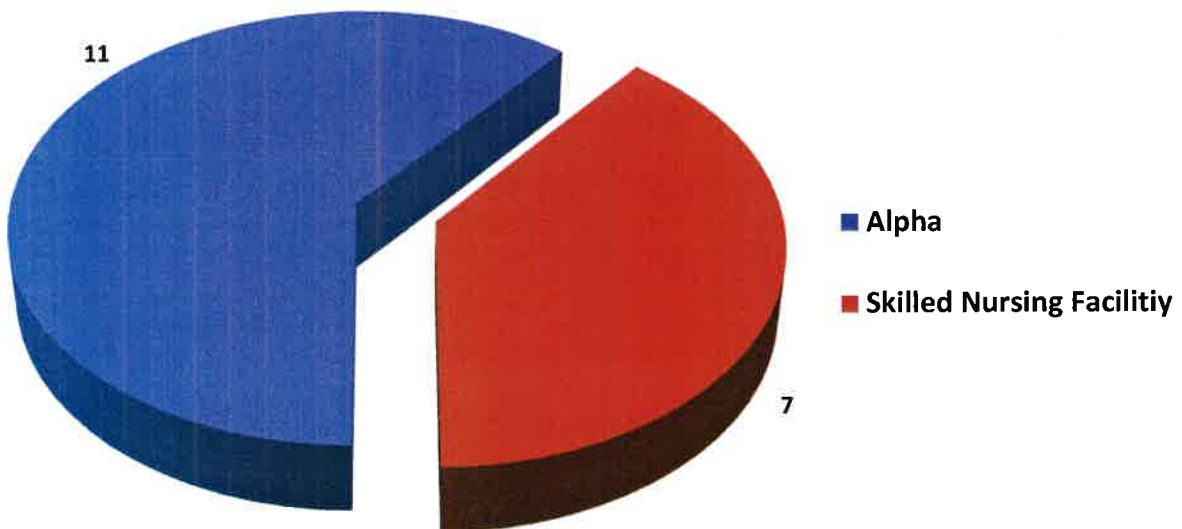
**September 2018  
Response Change - Assistance Not Requested by County  
48 Calls - 18% Difference**



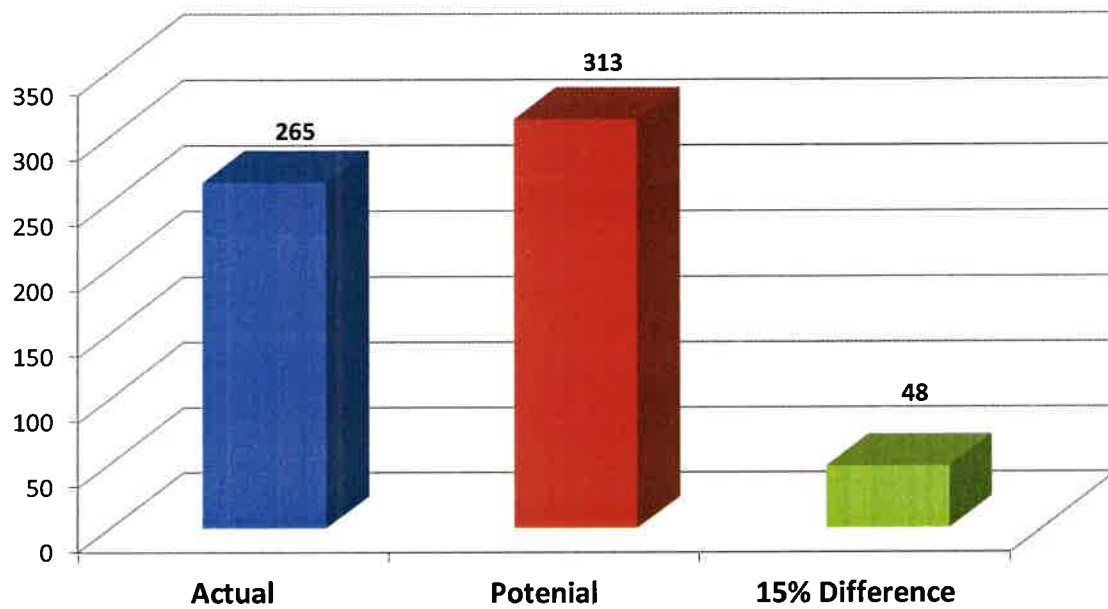
**September 2018**  
**Fire & Rescue / Medical Response Comparison**  
**269 Actual Responses**



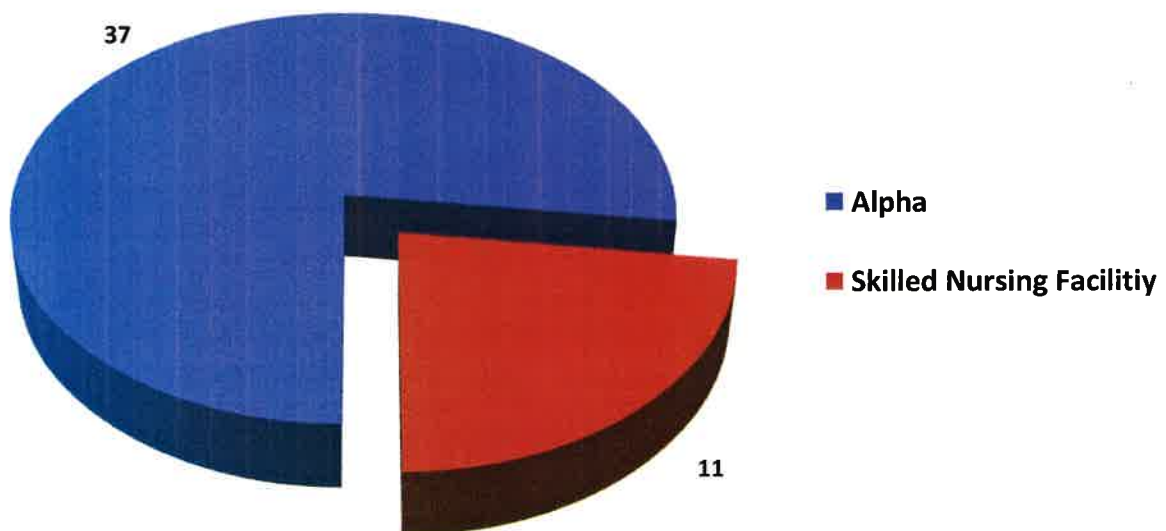
**September 2018**  
**Resonse Change - Assistance Requested by County**  
**18 Responses**



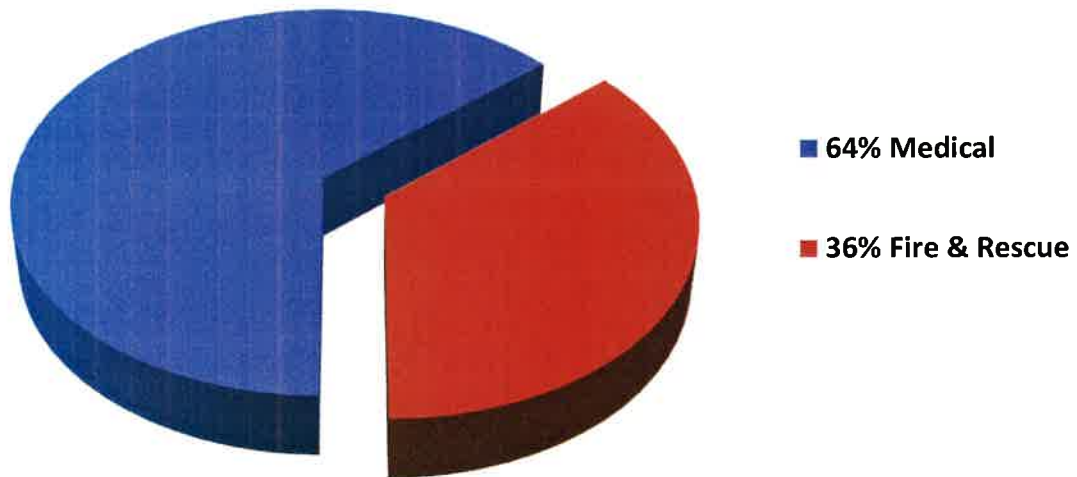
**October 2018  
District Call Volume**



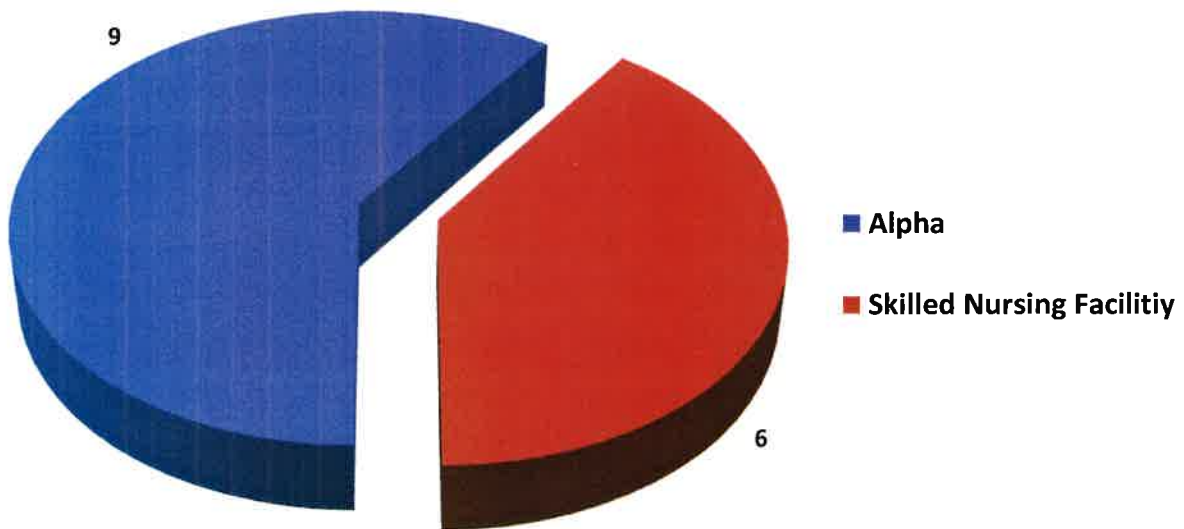
**October 2018  
Response Change - Assistance Not Requested by County  
48 Calls - 15% Difference**



**October 2018**  
**Fire & Rescue / Medical Response Comparison**  
**265 Actual Responses**



**October 2018**  
**Response Change - Assistance Requested by County**  
**15 Responses**





**Destin Fire Control District  
Call History for 2018**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 Totals	2017 Totals
Unknown Problem	18	13	35	30	45	35	40	37	30	27			310	353
MVA	20	27	30	24	29	49	43	33	17	20			292	328
Fall	22	30	26	19	28	21	30	19	21	14			230	215
Unconscious	6	11	16	16	22	30	29	16	15	20			181	188
Sick Call	22	20	15	17	16	18	21	11	17	24			181	182
Trauma	4	6	20	8	13	21	37	20	13	10			152	106
Chest pain	13	12	14	8	14	25	16	17	9	16			144	117
Breathing problem	13	16	19	10	16	21	8	14	12	7			136	142
Seizures	4	5	10	12	12	16	25	12	7	9			112	100
Drowning		2	2	2	11	19	18	17		5			76	42
Assault/Rape	8	3	11	9	5	8	6	8	6	2			66	75
CVA/Stroke	6	6	4	5	1	12	9	6	4	10			63	48
OD/Poisoning	1	4	8	5	10	6	5	4	4	1			48	36
Psychiatric	9	1	1	7	3	2	4	7	3	9			46	45
Diabetic Emergency	7	4	1	3	3	3	6	3	3	11			44	27
Cardiac Arrest	6	2	6	3	5	4	3	5	2	1			37	41
Hemorrhage	3	3	3	3	2	7	4	3		3			31	34
Abdominal Pain	2	2	2	2	2	2	7	1	3	2			25	29
Heat/Cold Emergency				1	1	5	5	2	5	1			20	19
Back Pain		1	1	1	4	2	2	4	2				17	19
Heart Problem	1	2	3	1		3	2	1	1	3			17	13
Allergic Reaction		3		2	4	1	2			2			14	27
Other				3		2	1	1	1				8	11
Headache	1		1		1		1	2	1	1			8	4
Choking	1		1	2	2				1				7	14
Stabbing/GSW			1	1	2	1				1			6	6
Childbirth/Labor			1		1	1	1	1	1				6	2
Eye Injury													0	1
Electrical Shock													0	0
Totals	167	173	231	194	252	314	325	244	178	199	0	0	2277	2224

**Destin Fire Control District  
FYD Duty Overtime  
as of September 30, 2018**

Name	3) FYD Balance at 8/31/2018		2) September Activity		3) FYD Balance at 9/30/2018	
	Hrs	Amt Paid	Hrs	Amt Paid/Earned	Hrs	Amt Paid
Amey, Micah	16.00	281.64			16.00	281.64
Baugh, Mark	8.25	283.39			8.25	283.39
Blixt, Justin	5.00	154.55	8.50	272.51	13.50	427.06
Buchanan, TJ	-	-	24.00	633.88	24.00	633.88
Christenson, Brian	26.00	933.10			26.00	933.10
Crozier, Dalton	23.00	523.06			23.00	523.06
Darden, David	2.75	60.56			2.75	60.56
Davis, John	36.25	806.00	10.00	224.39	46.25	1,030.39
Flynn, Robert	63.50	1,806.93	-	-	63.50	1,806.93
Frank, Richie	-	-			-	-
Hartley, Ben	22.00	422.59	5.00	119.90	27.00	542.49
Kocour, Doug	10.50	233.98			10.50	233.98
Koenig, Robert	21.00	473.11			21.00	473.11
Landis, Mike	51.75	1,248.62	-	-	51.75	1,248.62
MacDonald, Kevin	-	-			-	-
Money, Arnold S.	0.50	14.51	-	-	0.50	14.51
Myers, Shaun	12.00	257.16			12.00	257.16
Parker, Eli	21.75	404.49			21.75	404.49
Rebholz, Tim	4.00	83.44	4.50	93.87	8.50	177.31
Romero, Felix	78.75	2,365.86	-	-	78.75	2,365.86
Romero, Jorge	5.75	122.60	-	-	5.75	122.60
Shepherd, David	0.25	3.47	9.00	124.92	9.25	128.39
Swartz, Reese	13.00	357.11	-	-	13.00	357.11
Ward, Trey	51.00	1,673.24			51.00	1,673.24
Watson, Donny	9.75	182.24			9.75	182.24
Weiland, Brian	4.00	130.20			4.00	130.20
Winkler, Matt	-	-			-	-
<b>Total Duty Overtime</b>	<b>486.75</b>	<b>\$ 12,821.85</b>	<b>61.00</b>	<b>\$ 1,469.47</b>	<b>547.75</b>	<b>\$ 14,291.32</b>
<b>Less Previous Year Totals</b>	<b>(429.50)</b>	<b>(11,576.77)</b>	<b>(3.00)</b>	<b>(146.30)</b>	<b>(432.50)</b>	<b>\$ (11,723.07)</b>
<b>Increase / (Decrease)</b>		<b>\$ 1,245.08</b>		<b>\$ 1,323.17</b>		<b>\$ 2,568.26</b>



**Destin Fire Control District**  
**FYD Duty Overtime**  
**as of October 31, 2018**

Name	3) FYD Balance at 10/01/2018		2) October Activity		3) FYD Balance at 10/31/2018	
	Hrs	Amt Paid	Hrs	Amt Paid/Earned	Hrs	Amt Paid
Baugh, Mark					-	-
Blixt, Justin			21.00	686.07	21.00	686.07
Buchanan, TJ			21.00	650.37	21.00	650.37
Christenson, Brian			12.00	432.60	12.00	432.60
Crozier, Dalton			22.75	521.66	22.75	521.66
Darden, David			12.00	410.64	12.00	410.64
Flynn, Robert			34.75	1,190.54	34.75	1,190.54
Frank, Richie			10.00	235.90	10.00	235.90
Hartley, Ben			10.75	257.79	10.75	257.79
Kocour, Doug			12.00	275.16	12.00	275.16
Koenig, Robert			58.75	1,888.23	58.75	1,888.23
Landis, Mike			12.00	362.04	12.00	362.04
MacDonald, Kevin			12.00	288.12	12.00	288.12
Money, Arnold S.			10.00	305.10	10.00	305.10
Parker, Eli			10.00	223.60	10.00	223.60
Prado, Matt					-	-
Rebholz, Tim			0.50	10.43	0.50	10.43
Romero, Felix			60.00	1,513.86	60.00	1,513.86
Romero, Jorge			44.50	945.76	44.50	945.76
Shepherd, David			10.00	221.10	10.00	221.10
Swartz, Reese			19.75	645.63	19.75	645.63
Tolbert, Travis			12.00	283.32	12.00	283.32
Ward, Trey			10.00	358.10	10.00	358.10
Watson, Donny			28.75	800.49	28.75	800.49
Weiland, Brian			24.00	781.20	24.00	781.20
Wentworth, Matt					-	-
Winkler, Matt					-	-
<b>Total Duty Overtime</b>	-	\$ -	<b>468.50</b>	<b>\$ 13,287.71</b>	<b>468.50</b>	<b>\$ 13,287.71</b>
<b>Less Previous Year Totals</b>	-	-	<b>(69.00)</b>	<b>(1,461.72)</b>	<b>(69.00)</b>	<b>\$ (1,461.72)</b>
<b>Increase / (Decrease)</b>		<b>\$ -</b>		<b>\$ 11,825.99</b>		<b>\$ 11,825.99</b>

DESTIN FIRE CONTROL DISTRICT  
OTHER POSTEMPLOYMENT BENEFITS PROGRAM

GASB 75 DISCLOSURE INFORMATION FOR THE  
FISCAL YEAR ENDING SEPTEMBER 30, 2018



September 27, 2018

Ms. Kathryn Wagner  
Administrative Division Chief  
848 Airport Road  
Destin, FL 32541

Re: Destin Fire Control District – FYE September 30, 2018 GASB 75 Report

Dear Ms. Wagner:

We are pleased to present to the District this report of the annual actuarial valuation of the Destin Fire Control District's Other Postemployment Benefits (OPEB) Program. This valuation was performed to determine annual expenses associated with providing OPEB benefits, the current funded status of the Plan, and to provide all necessary schedules required to comply with the Governmental Accounting Standards Board No. 75. This valuation has been performed utilizing the Alternative Measurement Method for small plans as permitted under the Governmental Accounting Standards No. 75.

The measurements shown in this actuarial valuation may not be applicable for other purposes. Future actuarial measurements may differ significantly from the current measurements presented in this report due to factors such as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and changes in plan provisions or applicable law.

The valuation has been conducted in accordance with generally accepted actuarial principles and practices, including the applicable Actuarial Standards of Practice as issued by the Actuarial Standards Board, and reflects all applicable federal laws and regulations. In our opinion, the assumptions used in this valuation, as adopted by the District, represent reasonable expectations of anticipated plan experience.

In conducting the valuation, we have relied on personnel and plan design information supplied by District personnel, and the actuarial assumptions and methods described in the Actuarial Assumptions section of this report. While we cannot verify the accuracy of all this information, the supplied information was reviewed for consistency and reasonableness. Because of this review, we have no reason to doubt the substantial accuracy of the information and believe that it has produced appropriate results. This information, along with any adjustments or modifications, is summarized in various sections of this report.

The total OPEB liability and certain sensitivity information shown in this report are based on an actuarial valuation performed as of September 30, 2017. It is our opinion that the assumptions used for this purpose are internally consistent, reasonable, and comply with the requirements under GASB No. 75.

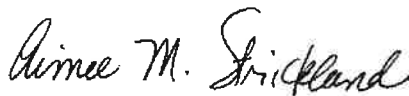
The undersigned is familiar with the immediate and long-term aspects of OPEB valuations and meets the Qualification Standards of the American Academy of Actuaries necessary to render the actuarial opinions contained herein. All the sections of this report are considered an integral part of the actuarial opinions.

To our knowledge, no associate of Foster & Foster, Inc. working on valuations of the program has any direct financial interest or indirect material interest in the Destin Fire Control District, nor does anyone at Foster & Foster, Inc. act as a member of the Board of Commissioners of the Destin Fire Control District. Thus, there is no relationship existing that might affect our capacity to prepare and certify this actuarial report.

If there are any questions, concerns, or comments about any of the items contained in this report, please contact Aimee at 239-433-5500.

Respectfully submitted,

Foster & Foster, Inc.

By:   
Aimee M. Strickland, FSA, EA, MAAA

Enclosures

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## SECTION 1 –Executive Summary

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### SECTION 1 – EXECUTIVE SUMMARY

The valuation results presented in this report have been prepared in accordance with the Government Accounting Standards Board Statement 75 (GASB 75) for the Destin Fire Control District Other Postemployment Benefits (OPEB) Program, based on the actuarial valuation performed as of September 30, 2017. For purposes of this valuation, Medical Insurance OPEBs were taken into consideration. Premiums for the Dental, Vision and Life insurances are assumed to cover the entire cost of the benefit.

The results of this valuation are based on a Measurement Date of September 30, 2017 and are applicable to the plan/fiscal year ending September 30, 2018. The following table shows the key components of the District's OPEB valuation for the reporting period FY 2018 under GASB 75:

Total OPEB Liability as of the Measurement Date:	\$	855,644
OPEB Expense for the Fiscal Year ending September 30, 2018:	\$	2,688
Covered Employee Payroll	\$	2,229,035
Sponsor's Total OPEB Liability as a percentage of Covered Employee Payroll		38.39%
Census information as of September 30, 2017:		
Active Participants		35
Retirees, Beneficiaries and Disabled Members		4
Covered Spouses		1
Total		<hr/> 40

## SECTION 1 –Executive Summary

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### *Destin Fire Control District Funding Policy*

The numbers shown above reflect a decision not to fund the program. Therefore, the contributions made to the program are assumed to be the benefits paid to retirees and administrative expenses.

The balance of this Report presents additional details of the actuarial valuation and the general operation of the Fund. The undersigned would be pleased to meet with the Board of Commissioners to discuss the Report and any pending questions concerning its contents.

Respectfully submitted,

FOSTER & FOSTER, INC.

By: Aimee M. Strickland  
Aimee M. Strickland, FSA, MAAA

## SECTION 2 – Notes to Financial Statements

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### SECTION 2 - NOTES TO THE FINANCIAL STATEMENTS

#### **General Information about the OPEB Plan**

##### *Plan Description:*

The District's Retiree Health Care Plan (Plan) is a single-employer defined benefit postemployment health care plan that covers eligible retired employees of the District. The Plan, which is administered by the District, allows employees who retire and meet retirement eligibility requirements under one of the District's retirement plans to continue medical insurance coverage as a participant in the District's plan.

##### *Plan Membership as of September 30, 2017:*

Inactive Plan Members or Beneficiaries Currently Receiving Benefits	4
Inactive Plan Members Entitled to But Not Yet Receiving Benefits	0
Active Plan Members	35
	<u>39</u>

##### *Benefits Provided:*

The benefits provided are the same as those provided for active employees. Spouses and dependents of eligible retirees are also eligible for medical coverage. All employees of the District are eligible to receive postemployment health care benefits. All retiree and dependent coverage is at the expense of the retiree.



## SECTION 2 – Notes to Financial Statements

---

### SECTION 2 – NOTES TO FINANCIAL STATEMENTS

#### **Total OPEB Liability**

The measurement date is September 30, 2017.

The measurement period for the OPEB expense was October 1, 2016 to September 30, 2017.

The reporting period is October 1, 2017 through September 30, 2018.

The Sponsor's Total OPEB Liability was measured as of September 30, 2017.

Note - The Sponsor's Total OPEB Liability for the District's ledger adjustment was measured as of September 30, 2016 using a discount rate of 3.06%. The Total OPEB Liability was "rolled-back" from September 30, 2017 at 3.06%, thus producing no experience gain or loss for the period ending September 30, 2017.

#### *Actuarial Assumptions:*

The Total OPEB Liability was determined by an actuarial valuation as of September 30, 2017 using the following actuarial assumptions:

Inflation	2.50%
Salary Increases	2.50%
Discount Rate	3.64%
Initial Trend Rate	8.50%
Ultimate Trend Rate	4.00%
Years to Ultimate	56

For all lives, mortality rates were RP-2000 Combined Healthy Mortality Tables projected to the valuation date using Projection Scale AA.

#### *Discount Rate:*

Given the District's decision not to fund the program, all future benefit payments were discounted using a high-quality municipal bond rate of 3.64%. The high-quality municipal bond rate was based on the week closest but not later than the measurement date of the Bond Buyer 20-Bond Index as published by the Federal Reserve. The 20-Bond Index consists of 20 general obligation bonds that mature in 20 years. The average rating of the 20 bonds is roughly equivalent to Moody's Investors Service's Aa2 rating and Standard & Poor's Corp.'s AA.

#### *OPEB Expense:*

For the year ended September 30, 2018, the Sponsor will recognize OPEB Expense of \$2,688.

## SECTION 2 – Notes to Financial Statements

### Changes in Total OPEB Liability

	Increases and (Decreases) in Total OPEB Liability
Reporting Period Ending September 30, 2017	\$ 886,146
Changes for a Year:	
Service Cost	35,349
Interest	27,743
Differences Between Expected and Actual Experience	-
Changes of Assumptions	(63,904)
Changes of Benefit Terms	-
Benefit Payments	(29,690)
Administrative Expense	-
Other Changes	-
Net Changes	(30,502)
Reporting Period Ending September 30, 2018	\$ 855,644

Changes of assumptions reflect a change in the discount rate from 3.06% for the fiscal year ending September 30, 2017 to 3.64% for the fiscal year ending September 30, 2018.

#### *Sensitivity of the Total OPEB Liability to changes in the Discount Rate:*

The following presents the Total OPEB Liability of the Sponsor, as well as what the Sponsor's Total OPEB Liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current discount rate:

	1% Decrease 2.64%	Current Discount Rate 3.64%	1% Increase 4.64%
Total OPEB Liability (asset)	\$ 970,067	\$ 855,644	\$ 759,353

#### *Sensitivity of the Total OPEB Liability to changes in the Healthcare Cost Trend Rates:*

The following presents the Total OPEB Liability of the Sponsor, as well as what the Sponsor's Total OPEB Liability would be if it were calculated using healthcare cost trend rates that are one percentage-point lower or one percentage-point higher than the current healthcare cost trend rates:

	1% Decrease 3.00% - 7.50%	Healthcare Cost Trend Rates 4.00% - 8.50%	1% Increase 5.00% - 9.50%
Total OPEB Liability (asset)	\$ 762,084	\$ 855,644	\$ 965,362

## SECTION 3 – GASB 75 Disclosure Schedules

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### SECTION 3 – GASB 75 DISCLOSURE SCHEDULE

#### SCHEDULE OF CHANGES IN THE SPONSOR'S TOTAL OPEB LIABILITY AND RELATED RATIOS

Reporting Period Ending	09/30/2018
Measurement Date	<u>09/30/2017</u>
<b>Total OPEB Liability</b>	
Service Cost	35,349
Interest	27,743
Changes of benefit terms	-
Differences between Expected and Actual Experience	-
Changes of Assumptions	(63,904)
Benefit Payments	<u>(29,690)</u>
Net Change in Total OPEB Liability	(30,502)
Total OPEB Liability - Beginning	<u>886,146</u>
Total OPEB Liability - Ending	<u><u>\$ 855,644</u></u>
 Covered Employee Payroll	 \$ 2,229,035
Total OPEB Liability as a percentage of Covered Employee Payroll	38.39%

#### Notes to Schedule:

*Changes of assumptions.* Changes of assumptions and other inputs reflect the effects of changes in the discount rate each period. The following are the discount rates used in each period:

Fiscal Year Ending September 30, 2018:	3.64%
Fiscal Year Ending September 30, 2017:	3.06%

## SECTION 3 – GASB 75 Disclosure Schedules

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### COMPONENTS OF OPEB EXPENSE

Fiscal Year Ending September 30, 2018

Under GASB 75 as it applies to plans that qualify for the Alternative Measurement Method, changes in the Total OPEB Liability are not permitted to be included in deferred outflows of resources or deferred inflows of resources related to OPEB. These changes will be immediately recognized through OPEB Expense.

Fiscal Year Ending	<u>9/30/2018</u>
Service Cost	\$ 35,349
Interest	27,743
Recognition of Changes in Total OPEB Liability	(63,904)
Administrative Expenses	3,500
Total OPEB Expense	<u>\$ 2,688</u>

## SECTION 4 – Per Capita Claims Costs and Contribution Amounts

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### SECTION 4 - PER CAPITA CLAIMS COSTS AND CONTRIBUTION AMOUNTS

#### 2017-2018\* Per Capita Annual Claims Costs Per Participant (Age-adjusted Premium)

Program	Pre-65 Cost
Medical Insurance	\$11,344

#### 2017-2018\* Blended Annual Premium Amounts

Program	Employee Contribution	Spouse Contribution
Medical Insurance	\$7,041	\$7,041

\*Developed using premiums in effect during the 2019 fiscal year.

## SECTION 5 – Member Statistics

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### SECTION 5 - MEMBER STATISTICS

#### STATISTICAL DATA

	<u>9/30/2017</u>
Number of Active Participants	35
Average Current Age	40.8
Average Age at Employment	28.6
Average Past Service	12.2
Covered Payroll	\$ 2,229,035
Average Salary	63,687
Number of Inactives Receiving Benefits	
Retirees, Beneficiaries and Disabled Members	4
Covered Spouses	<u>1</u>
Total	5
Average Current Age of Inactives	59.2

## SECTION 5 – Member Statistics

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### AGE AND SERVICE DISTRIBUTION

#### PAST SERVICE

AGE	0	1-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40+	Total
20 - 24	0	3	0	0	0	0	0	0	0	0	3
25 - 29	0	1	1	0	0	0	0	0	0	0	2
30 - 34	0	2	0	0	0	0	0	0	0	0	2
35 - 39	0	0	1	3	1	0	0	0	0	0	5
40 - 44	0	1	1	4	3	1	0	0	0	0	10
45 - 49	0	1	0	0	4	1	1	0	0	0	7
50 - 54	0	1	0	2	0	0	1	0	0	0	4
55 - 59	0	0	0	0	1	0	1	0	0	0	2
60 - 64	0	0	0	0	0	0	0	0	0	0	0
65+	0	0	0	0	0	0	0	0	0	0	0
Total	0	9	3	9	9	2	3	0	0	0	35

## SECTION 6 - Actuarial Assumptions and Funding Methods

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### SECTION 6 - ACTUARIAL ASSUMPTIONS AND FUNDING METHODS

#### **Actuarial Assumptions**

<u>Valuation Date</u>	September 30, 2017.
<u>Measurement Date</u>	September 30, 2017.
<u>Fiscal Year End</u>	September 30, 2018.
<u>Actuarial Value of Assets</u>	Market Value.
<u>Mortality Rate</u>	RP-2000 Combined Health Mortality Table projected to the valuation date using Scale AA.
<u>Discount Rate as of 9/30/17</u>	3.64%. Based on the September 28, 2017 Bond Buyer 20-Bond Index, as published by the Federal Reserve.
<u>Discount Rate as of 9/30/16</u>	3.06%. Based on the September 29, 2016 Bond Buyer 20-Bond Index, as published by the Federal Reserve.
<u>Retirement Rates</u>	100% at age 48.
<u>Inflation</u>	2.50% per year.
<u>Salary Increase Rate</u>	2.50% per year.
<u>Marital Status</u>	100% assumed married, with male spouses 3 years older than female spouses.
<u>Health Care Participation</u>	20% participation assumed, with 50% electing spouse coverage.



## SECTION 6 - Actuarial Assumptions and Funding Methods

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### Actuarial Assumptions (continued)

#### Health Care Inflation

Initial rate of 8.50% in fiscal 2018, grading down to the ultimate trend rate of 4.00% in fiscal 2073. Sample rates below:

<b>Fiscal Year</b>	<b>Rate</b>
2018	8.50%
2019	8.00%
2020	7.75%
2021	7.25%
2022	7.00%
2023	6.75%
2024	6.25%
2025	6.00%
2026	5.75%
2027-2038	5.50%
2039-2041	5.25%
2042-2049	5.00%
2050-2065	4.75%
2066-2068	4.50%
2069-2072	4.25%
2073+	4.00%

#### Termination Rates

Selected rates for various ages listed below:

<b>Age</b>	<b>% Remaining Employed Until Assumed Retirement Age</b>
20	29.60%
30	59.30%
40	84.10%
50	100.00%

#### Disability Rates

None Assumed.

#### **Funding Method**

Entry Age Cost Method (Level % of Pay).

## SECTION 7 – Summary of Plan Provisions

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### SECTION 7 - SUMMARY OF PLAN PROVISIONS

Credited Service

Total completed years of employment with the Destin Fire Control District.

Eligibility for Insurance Coverage

Must meet the eligibility requirements for Normal or Early Retirement.

Health Contributions

Employee

100% of the active premium rate.

District

Remaining amount necessary for payment of claims

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**INTERLOCAL AGREEMENT FOR  
BEACH SAFETY AND LIFEGUARD SERVICES**

THIS INTERLOCAL AGREEMENT (the "Agreement") is made and entered into on the effective date below, by and between the CITY OF DESTIN, a political subdivision of the State of Florida (hereinafter referred to as "the City") and DESTIN FIRE CONTROL DISTRICT, an independent special district (hereinafter referred to as "the District").

**WHEREAS**, the City finds that enhancing the safety of its beaches is an essential component of promoting the City as a tourist destination; and

**WHEREAS**, the presence of lifeguards will promote safety and encourage enjoyment of the beaches; and

**WHEREAS**, the City desires beach safety and lifeguard services; and

**WHEREAS**, the District has offered to render certain beach safety and lifeguard services as more fully described in this Agreement, and has the qualifications, experience and resources to perform such services; and

**WHEREAS**, the City determines it would be in the best interest of the health, safety and welfare of its citizens and visitors to enter into this Agreement with the District for the rendering of those services described in this Agreement.

**NOW, THEREFORE**, acting pursuant to their statutory authority and in consideration of the mutual covenants and agreements of the parties, the City and the District agree as follows:

**SECTION I.  
AUTHORITY**

1.1 This Agreement is entered into pursuant to the provisions of Chapter 163.01, Florida Statutes, (hereinafter referred to as the "Act") and other applicable provisions of law.

**SECTION II.  
PARTIES**

2.1 The parties to this Agreement are the City and the District.

**SECTION III.  
FINDINGS**

3.1 The recitals set forth above are hereby approved and incorporated herein.

**SECTION IV.  
TERM OF AGREEMENT**

4.1 The term of this Agreement shall be for one (1) fiscal year effective October 1, 2018 through September 30, 2019.

4.2 Termination. Either party may terminate this Agreement for any reason by giving written notice to the other party of its intent to terminate this Agreement. Such written notice of intent shall be given no less than thirty (30) days prior to the conclusion of the current Season, as defined in Exhibit A. No termination shall be effective until the conclusion of the current Season. In the event the City declares a financial emergency as defined by the Florida Auditor General, the City shall provide a thirty (30) day notice and be relieved of any obligations as it pertains to this Agreement and the District will no longer provide the Services as outlined in EXHIBIT A.

## **SECTION V. COMPENSATION**

5.1 The City agrees to pay the District for full and timely performance of its obligations hereunder, a total amount of ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) for the fiscal year beginning October 1, 2018 ("2019 Contract Amount") and ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) for each additional term of this Agreement as set forth in Section 4.1.

5.2 Payment will be made in equal amounts by the 15<sup>th</sup> of each month the service is provided as described in the Scope of Services as set forth in EXHIBIT A.

## **SECTION VI. SCOPE OF WORK**

6.1 The District shall provide beach safety and lifeguard services as more fully described in the Scope of Services set forth in EXHIBIT A attached hereto and incorporated by reference.

6.3 The District shall provide a point-of-contact for the services provided under this Agreement. The point of contact shall be available to the City at all times as necessary for the proper performance of this Agreement by the District.

6.4 The District shall place the City of Destin's logo ("Logo") on equipment and vehicles used to provide services under this Agreement. Said Logo shall be provided by the City and shall be non-permanent. Additionally, the District agrees to work with the City to enhance marketing efforts of the City of Destin. Such marketing efforts shall include, but not be limited to, social media development and interaction, public relations and publicity initiatives, webpage links and landing pages, and photograph and video.

## **SECTION VII. RECORDS AND REPORTING**

7.1 For the services performed under this Agreement, the District shall maintain books, records, documents, and other evidence according to generally accepted governmental accounting principles, procedures, and practices which sufficiently and properly reflect all costs and expenditures of any nature, incurred by the District in connection with the services performed under this Agreement or otherwise paid or to be paid from either incremental revenues or the proceeds of increment obligations, and said books, records, documents and other instruments shall be retained by the District for a period of three (3) full years after termination of this Agreement. However, notwithstanding the above, no books, records, documents or other evidence reflecting all costs and expenditures incurred under this Agreement shall be destroyed until proper authorization for the disposal has been received pursuant to Florida Law.

**IF THE DISTRICT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE DISTRICT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT OFFICE OF THE CITY CLERK, City of Destin 4200 Indian Bayou Trail Destin, Florida 32541: (850) 837-4242 rbailey@cityofdestin.com.**

7.2 The District must comply with the public records laws, Chapter 119, F.S., specifically the District must:

- a. Keep and maintain public records required by the City to perform the service.
- b. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the District does not transfer the records to the City.

7.3 Upon completion of the contract, transfer, at no cost, to the City all public records in possession of the District or keep and maintain public records required by the City to perform the service. If the District transfers all public records to the public agency upon completion of the contract, the District shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the District keeps and maintains public records upon completion of the contract, the District shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

## **SECTION VIII.**

### **AUDIT**

8.1 The City shall have the right from time to time at its sole expense to audit the compliance by the District with the terms, conditions, obligations, limitations, restrictions and requirements of this Agreement and such right shall extend for a period of three (3) years after termination of this Agreement.

8.2 The City shall have full access, for inspection, review, and audit purposes, to all items referred to in Section VII above and shall comply with all public records laws.

## **SECTION IX.**

### **REPRESENTATIONS AND WARRANTIES**

9.1 The City does hereby represent and warrant to the District that it has all requisite power, authority, and authorization to enter into this Agreement, has taken all necessary actions required to enter into this Agreement, and to fulfill any and all of its obligations, duties, and responsibilities provided for or required of it by this Agreement, whether exercised individually or collectively.

9.2 The District does hereby represent and warrant to the City that it has all requisite power, authority, and authorization to enter into this Agreement, has taken all necessary actions required to enter into this Agreement, make any payment contemplated hereby, and to fulfill any and all of its obligations, duties, and responsibilities provided for or required of it by this Agreement, whether exercised individually or collectively.

## **SECTION X. AMENDMENTS**

10.1 Neither this Agreement nor any portion of it may be modified or waived orally. The provisions hereof may be amended or waived only pursuant to an instrument in writing, approved by the parties hereto. Any party to this Agreement shall have the right, but not obligation, to waive any right or rights, limitation or limitations, or condition or conditions herein reserved or intended for the benefit of such party without being deemed to have waived other rights, limitations, or conditions. However, any such waiver shall be valid only if expressly granted in writing as described above.

## **SECTION XI. DISPUTE RESOLUTION**

11.1 The parties shall attempt to resolve any disputes that arise under this Agreement in good faith and in accordance with the provisions of the "Florida Governmental Conflict Resolution Act" Sections 164.101-164.1061, Florida Statutes.

11.2 To the extent that the parties are unable to resolve this dispute through the provisions of the "Florida Governmental Conflict Resolution Act," then within thirty (30) days, the parties shall be required to participate in mediation. The cost of the mediation shall be borne equally between the parties. The mediator shall be mutually agreed upon by the parties.

11.3 In the event that the matter is not resolved through the mediation process, each party shall be free to pursue any of its available remedies.

### **11.4 Attorneys' Fees and Recoverable Costs**

a. In the event of a legal action or other proceeding arising under this Agreement or a dispute regarding any alleged breach, default, claim, or misrepresentation arising out of this Agreement, whether or not a lawsuit or other proceeding is filed, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs, whether incurred before suit, during suit, or at the appellate level.

b. Recoverable Costs. The reasonable costs that the prevailing party shall be entitled to recover pursuant to Agreement shall include any costs that are taxable pursuant to any applicable statute, rule, or guideline (including, but not limited to, the Statewide Uniform Guidelines for Taxation of Costs).

## **SECTION XII. SEVERABILITY**

12.1 If any one or more of the covenants, agreements or provisions of this Agreement shall be held contrary to any express provision of law or contrary to any policy of express law, then the remainder of this agreement shall remain in full force and effect.

**SECTION XIII.**  
**CONTROLLING LAW**

13.1 All covenants, stipulations, obligations and agreements of the City and the District contained in this Agreement shall be deemed to be covenants, stipulations, obligations and agreements of each of the City and the District to the full extent authorized by the Act and provided by the Constitution and laws of the State of Florida. The laws of the State of Florida shall govern any and all provisions of this Agreement and any proceeding seeking to enforce or challenge any provision of this Agreement. Venue for any proceeding pertaining to this Agreement shall be exclusively in Okaloosa County.

**SECTION XIV.**  
**NOTICE**

14.1 If written notice to a party is required under this Agreement, such notice shall be given by hand delivery, recognized overnight delivery service, or by first class mail, registered and return receipt requested, to the City as follows:

Lance A. Johnson  
Interim City Manager  
City of Destin  
4200 Indian Bayou Trail  
Destin, Florida 32541

As to the District as follows:

Chief Kevin Sasser  
Fire Chief  
Destin Fire Control District  
848 Airport Road  
Destin, FL 32541

**SECTION XV.**  
**NO MEMBER LIABILITY**

15.1 Neither the members of the governing body of the City, the District, nor any official executing this Agreement, shall be liable personally or shall be subject to any accountability for reason of the execution by the City, the District or any executing authority of the City or the District for any act pertaining thereto.

**SECTION XVI.**  
**FORCE MAJEURE**

16.1 A party's timely performance of its obligations under this Agreement, only to the extent it is specifically affected thereby, shall be suspended, without forfeiture of any performance bond or the incurring of any financial liability, when and only for as long as performance of such obligations is prevented by reasons of any of the following cases: (i) acts of God, including without limitation severe weather events, (ii) operation of law, and (iii) any other event beyond the reasonable control of the party whose performance is affected, to the extent not caused by such party's willful or negligent acts or omissions, except in those cases where the party could not have



reasonably foreseen and reasonably avoided the occurrence. The party affected by any such event shall give written notice thereof to the other party as soon as practicable after it becomes aware of such an event and, to the extent practicable, shall specify the anticipated length of the delay. The affected party shall use reasonable efforts to minimize the impact of that delay on that party's performance. Neither party shall be liable to the other for damages caused by such events. This provision shall not apply to obligations to make payments under Section IV of this Agreement.

## **SECTION XVII.**

### **FILING**

17.1 The City and the District are hereby authorized and directed after approval of this Agreement by the City and the District and the execution thereof by the duly qualified and authorized officers of each of the parties hereto, to file this Agreement with the Clerk of the Circuit Court of Okaloosa County, Florida for recording in the public records of Okaloosa County, Florida as provided in Section 163.01(11), Florida Statutes.

## **SECTION XVIII.**

### **SOVEREIGN IMMUNITY**

18.1 The parties further agree that nothing contained herein is intended to nor shall be construed a waiver of the City or District's rights and immunities under the common law or Section 768.28, Florida Statutes, as amended from time to time.

## **SECTION XIX.**

### **INSURANCE, LIABILITY AND INDEMNIFICATION**

19.1 The District shall be an independent contractor in regard to the services provided herein and shall not be deemed to be the agent of the City.

19.2 During the term of this Agreement, the District shall have in force general liability insurance with limits of at least \$1,000,000.00 per occurrence and \$3,000,000.00 aggregate naming the City as an Additional Insured and Certificate Holder covering any liability, claim, damage or lawsuit, excluding claims for a taking of property or inverse condemnation, resulting from the actions of the District or its employees, officers or agents in the performance of its responsibilities under this Agreement.

19.3 The District agrees that it shall be fully responsible for all claims, liabilities, damages, costs, actions, suits or proceedings at law or in equity which may occur as a result of the wrongful or negligent acts of its officers, employees, representatives, and agents. The District shall indemnify and hold the City harmless from any and all liability resulting from the wrongful or negligent acts of officers, employees, representative, and agents.

19.4 Any contractor or consultant engaged by the District for work under this Agreement shall be required to protect, defend, indemnify and hold the District and City harmless from all claims, demands, causes of action or liability resulting from injury to or death of persons or damage to or loss of property sustained as a consequence of the Project and arising from the said contractor's or vendor's operations or as a proximate result of the acts or omissions of the contractor, consultant or their employees. Such agreement by the contractor or consultant shall include their indemnification as to any assessment of an administrative fine or penalty by a

governmental entity for a violation of conditions of any required permit related to their actions or failure to act in carrying out their contractual duties. The District shall require the provisions of this section to be included in all contracts between the District and its contractors and consultants for work or services to occur under this Agreement.

**SECTION XX.**  
**CONSTRUCTION**

20.1 The Parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any of the provision of this Agreement.

**SECTION XXI**  
**JURY TRIAL WAIVER**

**21.1 THE DISTRICT AND CITY AGREE TO WAIVE THEIR RIGHTS TO A TRIAL BY JURY REGARDING ANY LAWSUIT INVOLVING THE INTERPRATION, CONSTRUCTION, ENFORCEMENT, OR GOVERNANCE OF THIS CONTRACT, AND FOR ANY LAWSUIT RELATED IN ANY WAY TO THIS CONTRACT OR FOR THE WORK PERFORMED PURSUANT TO THIS CONTRACT.**

**[Remainder of the page left intentionally blank]**  
**[Signatures appear on the following page]**

IN WITNESS WHEREOF, the parties hereto, by and through the undersigned, have entered into this Agreement on the date and year first above written.

**DESTIN CITY COUNCIL  
DESTIN, FLORIDA**

By: \_\_\_\_\_

Gary Jarvis  
Its: Mayor

Dated: 10-1-18

ATTEST:

By: \_\_\_\_\_

Rey Bailly  
Its: City Clerk

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Jeff Burns

Its: City Attorney

**DESTIN FIRE CONTROL DISTRICT**

By: \_\_\_\_\_

Richard D. Moore  
Its: Chairman

Dated: \_\_\_\_\_

ATTEST

By: \_\_\_\_\_

Kathryn Wagner  
Its: District Clerk

Approved as to form and legal sufficiency:

\_\_\_\_\_  
~~Dawn E. Stuntz~~

Matthews & Jones, LLP  
Its: District Attorney

## **EXHIBIT A**

### **SCOPE OF SERVICES**

The District shall supply beach safety and lifeguard services at four (4) City of Destin public beach access points and one (1) lifeguard with tower and Jet Ski at O'Steen public beach access during the specified time frames as described below.

The beach safety and lifeguard services shall include, but not be limited to, beach safety education; supervising beach areas from assigned lifeguard locations; patrol vessel; performing rescue and accident prevention activities at the beach and in the open water environment; monitoring and advising beach and water users of local, state and federal laws, rules, and ordinances; providing and coordinating emergency medical and water-rescue activities and emergency response.

Priority duties include:

- The "Season" shall be defined as the specified time frames as described below. The District will provide service for two (2) City of Destin public beach access points during Spring Break (Saturday, March 9, 2018 through Sunday, April 21, 2018) from the hours of 9:30 am to 6:00 pm.
- The District will provide service for the four (4) City of Destin public beach access points from the Saturday of Memorial Day weekend through the second weekend in August from the hours of 9:00 am to 7:00 pm.
- The District will provide service for the O'Steen public beach access from the Saturday of Memorial Day weekend through Labor Day from 8:00am to 6:00pm.
- During the Season, the District shall assess the prevailing surf conditions daily, in accordance with United States Lifesaving Association ("USLA") and International Life Saving Federation ("ILSF") standards determine the appropriate beach safety flag and based on that assessment, change the beach flags to reflect the appropriate color and provide lifesaving services.
- Implement the District's beach safety standard operating guidelines so as to best minimize risk to the public and for the safe and efficient operation of lifeguarding service.
- Closely monitoring all aquatic users within designated areas of supervision.
- Maintaining a proactive approach to beach and water safety by advising the public, when necessary, of dangers and providing advice to best minimize risk.
- Educating the public on beach safety and the beach flag system.
- Establishing a social media page that is proactively updated with the current beach flag status and is used to message beach safety information to the public during the season.
- Carrying out the rescue of any person(s) in difficulty and informing other services if and when backup is required.
- Carrying out the other duties such as Emergency Medical Response and Minor First Aid, Dry-Land and In-Water Missing Person Searches, and Safety Interventions and Preventive Actions as required prevent/treat death of injury, minimizing risk, and

maintaining public safety. Providing written reports of incidents and Daily Activity Reports (DAR's) for required beach statistics.

- Monitoring the condition of lifeguard equipment and repair/replace as necessary.
- Undertaking scheduled cleaning and maintenance of surf rescue equipment and facilities on a daily, weekly and monthly basis and repair/replace as needed.
- Manage the District's beach wheelchair program, providing beach wheelchairs at designated locations.
- Maintain personnel training, curriculum, and equipment standards that meet or exceed the standards established by the United States Lifesaving Association's Lifesaving Agency Certification Program.
- Provide an annual comprehensive report to the City Manager which includes, but is not limited to, the following performance measures: (1) the number of personnel used to deliver lifeguard services, (2) the cost of all personnel services, (3) lifesaving activities for the season to include preventative actions and rescues performed, and (4) drowning fatalities in guarded and unguarded areas. The report shall be submitted no later than the end of business on the second (2<sup>nd</sup>) Friday of November.

**DESTIN FIRE CONTROL DISTRICT**

**RESOLUTION 19-01**

**Whereas,** the Board of Fire Commissioners of the Destin Fire Control District, Okaloosa County, Florida on November 13, 2018, held a public hearing as required by Florida Statute 200.065 whereas upon a motion, adopted the following resolution:

**Whereas resolved:** to declare three (3) 2017 Honda ATVs, one (1) 2017 Yamaha UTV, and one (1) 2015 Yamaha Waverunner obsolete, not economical or efficient for the District's purposes. It is, therefore, in the best interest of the District to sell the above-described ATVs, UTV and Waverunner. This property will be sold to the public pursuant to Section 1.903 for a value equal to or more than \$3,000 for each ATV, \$4,000 for the UTV, and \$3,000 for the Waverunner by sealed bids. The vehicles are as follows:

2017 Honda ATV Serial # 1HFTE4149H4301870  
2017 Honda ATV Serial # 1HFTE4140H4301871  
2017 Honda ATV Serial # 1HFTE4142H4302326  
2017 Yamaha UTV Serial # 5Y4AMC5Y3HA100941  
2015 Yamaha Waverunner Serial # YAMA2658L415

Motion made by: \_\_\_\_\_

Motion second by: \_\_\_\_\_

Motion carried: \_\_\_\_\_

**DULY ADOPTED** this 13th day of November, 2018.

DESTIN FIRE CONTROL DISTRICT  
Board of Commissioners

\_\_\_\_\_  
Richard D. Moore, Chairman

ATTEST:

\_\_\_\_\_  
Kathryn L. Wagner, District Clerk

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**DESTIN FIRE CONTROL DISTRICT**

**RESOLUTION 19-02**

**Whereas,** the Board of Fire Commissioners of the Destin Fire Control District, Okaloosa County, Florida on November 13, 2018, held a public hearing as required by Florida Statute 200.065 whereas upon a motion, adopted the following resolution:

**Whereas resolved:** to declare the following assets obsolete, not economical or efficient for the District's purposes. It is, therefore, in the best interest of the District to dispose of assets below as they have has no salvage value:

Beach wheel chair  
C4 Rescue Sled  
Wahoo International Rescue Sled

Motion made by: \_\_\_\_\_.

Motion second by: \_\_\_\_\_.

Motion carried: \_\_\_\_\_.

**DULY ADOPTED** this 13th day of November, 2018.

DESTIN FIRE CONTROL DISTRICT  
Board of Commissioners

\_\_\_\_\_  
Richard D. Moore, Chairman

ATTEST:

\_\_\_\_\_  
Kathryn L. Wagner, District Clerk



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