# Destin Fire Control District Agenda

Board of Fire Commissioners 848 Airport Road, Destin, Florida 32541 February 12, 2019, at 5:30 p.m.

This meeting is open to the public

- 1. Meeting called to order by the Chairman
- 2. Public Comments
- 3. Presentation of Health Insurance Options
  - a. David Barton/Scott Fenstermaker of Acentria Insurance
- 4. Review of minutes:
  - a. Regular meeting January 8, 2019
- 5. Review of Financial Report:
  - a. January 31, 2019
- 6. Old Business:
  - a. West End of District Station
- 7. Chief Reports:
  - a. Beach Safety Update
  - b. Training Report
  - c. Inspection Report
  - d. Response Change Report
  - e. Overtime Report
- 8. New Business:
  - a. Employment Agreement for Chief Sasser
- 9. Next Meeting:

Regular Meeting: March 12, 2019 at 5:30pm

10. Adjournment

#### **DESTIN FIRE CONTROL DISTRICT**

Regular Meeting of the Board of Commissioners

#### **Main Station**

848 Airport Road Destin, Florida 32541

January 8, 2019

#### **Minutes**

Commissioners present:

Rick Moore, Tommy Green, Bob Wagner, Jack Wilson

Commissioners absent:

Mike Buckingham

Staff present:

Chief Kevin Sasser; Division Chiefs Joe D'Agostino, Matt Taylor and

Kathryn Wagner; Marie Wilbur

Also present:

Attorney Dana "D.C." Matthews, II

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

#### **Public Comments**

None

#### **Review of Minutes**

The minutes of the Regular Meeting of December 11, 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 Financial Report**

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

#### **Old Business**

#### a. West End of District Station

Chief Sasser reported that the County has received the drawings for the proposed fire station and have sent them off to the Department of Treasury for review and approval, which is currently pending. Commissioners Green and Wilson reported on a meeting with the press in this regard, where individual commissioners were separately interviewed. They felt the press reporting was favorable.

#### Chief Reports

#### a. Beach Safety Report

Division Chief D'Agostino reported that job applications for 2019 are out and the VISA receipt number for hiring was received yesterday. The Polar Bear Plunge, benefiting the Junior Lifeguard program was held at Henderson Beach State Park and had a record attendance of 140 people.

#### b. Training Report

Chief Sasser reviewed the Training Report and reported 22 hours of training per shift during December. Training hours for the year totaled 278. He stated that there is planning to do a high rise training program in the first quarter of this year.

#### c. Inspection Report

Division Chief Taylor presented the Inspection Report. He reported that two large property impact fees are still pending and that Otto's Car Wash is officially open.

#### d. Response Change Report

Chief Sasser reviewed the reports stating that the 2018 average response time was 84%, a 4% increase from last year. Calls for 2018 totaled 3,361, an increase of 217 from 2017. Highest call zones are still 1 and 2.

#### e. Overtime Report

Chief Sasser stated that the Overtime Report for December was good, even though there was a lot of sickness.

#### **New Business**

#### a. Resolution 19-04 – To Donate Asset to the City of Destin

Chief Sasser reported that the city's Code Enforcement Department asked if the District would be willing to donate one of the obsolete ATVs, currently out for bid, for their use in patrolling the beaches. Commissioner Green made a motion to donate one (1) 2017 Honda Rancher ATV to the city's Code Enforcement Department. Commissioner Wilson seconded. With no further discussion, the motion passed by a vote of 3 to 1. Chief Sasser asked the Board's approval to dispose of the remaining two ATVs, in the best interest of the District, if no bids are received at the close of bidding tomorrow at noon. The Board agreed.

#### b. Request for Proposals to Purchase Beach Safety ATVs/UTV/Waverunner

The District received bids from Pensacola Motor Sports, Ward's Yamaha, Panama City Cycles, Inc., and KM Cycle & Marine. Commissioner Wagner made a motion to accept the bids from KM Cycle & Marine for all items. Commissioner Wilson seconded. Following brief discussion, the motion passed unanimously.

#### c. Request for Proposals to Purchase Beach Safety Lifeguard Chair(s)

The District received a bid from Drew's Marine FAB for the construction of two lifeguard chairs. It was the only bid received. Commissioner Wilson made a motion to accept the bid from Drew's Marine FAB for construction of two lifeguard chairs for a total of \$11,400. Commissioner Wagner seconded. With no discussion, the motion passed unanimously.

#### Next Meeting

Chairman Moore announced the next regular meeting of the Board will be held on February 12, 2019 at 5:30 p.m.

A member of the public, Shawn Lord, questioned the Board about the public comments section of the meeting. The Chairman advised her that this was not the proper place in the meeting for questions and that the Commissioners would be available after the meeting for any questions she might have.

#### **Adjournment**

With no additional business to be discussed, the meeting adjourned at 6:13 p.m.

#### DESTIN FIRE CONTROL DISTRICT Health Insurance Comparison March 1, 2019

In-Network Coverage	Current Plan NO LONGER BEING OFFERED United Healthcare AUW4 - RX Plan: 316	SUGGESTED DISTRICT PLAN United Healthcare Florida - Choice Plan AQOG - RX Plan: 125	
Copay (Primary Care Physician)	\$25	\$25	
Copay (Specialists)	\$50	\$50	
Copay (Virtual Visits / E-Office Visits)	\$10	\$10	
Copay (Preventive Care) (co-pays do not count toward meeting the deductible / co-pays of	\$0 count toward your out of pocket max)	\$0	
Deductible (In-Network)	\$2,000 / \$4,000 single coverage family coverage	\$2,000 / \$4,000 per person family	
Coinsurance (In-Network) (plan/member)	90% / 10%	100% / 0%	
Out of Pocket Max (In-Network)	\$4,000 / \$8,000 single coverage family coverage	\$4,000 / \$8,000 per person family	
(co-pays, co-insurance, deductibles and per occurrence deductib	les (including pharmacy) count towards	meeting the out-of-pock max)	
District funding (HRA account) (to fund the last part of the deductible)	\$500 / \$1,000 single coverage family coverage	\$500 / \$1,000 single coverage family coverage	
Advanced Imaging Services (AIS) (MRI, MRA, PET, CT & Nuclear Medicine)	CYD + 10% coinsurance	CYD	
Urgent Care Centers (In-Network)	\$50 copay	\$75 co-pay	
Emergency Room Facility Services (In-Network)	\$250 copay	\$250 co-pay	
Inpatient Hospital Facility Service (In-Network)	CYD + 10% coinsurance	CYD	
Outpatient Hospital Facility Services (In-Network)	CYD + 10% coinsurance	CYD	
Out of Network "If you don't use the network, you'll have to pay for all of the co	n/a sts."	n/a	
Prescription Drug Program - In-Network coverage			
Tier 1 - Generic / Specialty	\$10/\$10	\$10/\$10	
Tier 2 - Preferred Brand / Specialty	\$35 / \$100	\$35 / \$35	
Tier 3 - Non-Preferred / Specialty	\$60 / \$200	\$60 / \$60	

Annual - District Cost (100%emp/90%other)	\$ 608,539	\$ 548,082
Annual - District Savings	\$	\$ (60,457)

# Destin Fire Control District Balance Sheet

As of January 31, 2019

		1/31/2019
ASSETS	-	
Current Assets		
Checking/Savings		
Petty cash	\$	100
Trustmark - checking	Ψ	3,194,635
Trustmark - impact fee		1,130,023
FLGIT - Day to Day Fund		21,659
FLGIT - Short Term Bond Fund		
Total Checking/Savings		3,114,292 7,460,709
Accounts Receivable		
Accounts Receivable Accounts Receivable		0.005
	-	9,985
Total Accounts Receivable		9,985
Other Current Assets		
Ed supplement receivable		4,427
Total Other Current Assets		4,427
Total Current Assets	0,	7,475,121
Fixed Assets		
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)
Total Fixed Assets		3,225,294
Other Assets		
Prepaid expenses		148,721
Total Other Assets		148,721
	-	170,121
Deferred outflows of resources from Pension Fund		817,367
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$	11,666,503

# Destin Fire Control District Balance Sheet

As of January 31, 2019

	19-	1/31/2019
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts payable	\$	14,580
Other Current Liabilities		
Accrued wages payable		96,368
Prepaid Legal Services		300
Compensated absences-in 1 yr		73,409
Total Other Current Liabilities		170,077
Total Current Liabilities		184,657
Long Term Liabilities		
Compensated absences-more 1 yr		130,391
OPEB Liability		855,644
Retirement Trust Fund		8,337,169
Total Long Term Liabilities		9,323,204
Total Liabilities	172	9,507,861
	\$ <del></del>	
Equity		
Nonspendable Fund		2 225 204
Nonspendable - Investment General Fixed Assets Fund Nonspendable - Prepaid Insurance Fund	**	3,225,294 148,721
Total Nonspendable Fund	9	3,374,015
Restricted Fund		1,229,601
Restricted - Impact Fee Fund  Total Restricted Fund	(0	1,229,601
Total Restricted Fund		1,229,001
Committed Fund		
Committed - Compensation Fund		50,000
Committed - Unemployment Fund	-	19,873
Total Committed Fund		69,873
Assigned Fund		
Assigned - Asset Fund		3,077,803
Assigned - Beach Safety		5,155
Total Assigned Fund		3,082,958
Unassigned Fund		
Unassigned Fund		228,814
Provided for Retirement Trust Fund		(8,337,169)
Net Revenue over Expenditures		2,510,550
Total Unassigned Fund		(5,597,805)
Total Equity	11	2,158,642
TOTAL LIABILITIES & EQUITY	\$	11,666,503

	Through 1/31/2019 Budget		Budget Remaining (Over)	% Remaining (Over)
Revenue	1) Rec			
Advalorem Tax				
Advalorem taxes	\$ 4,356,832	\$ 6,003,036	1,646,204	27.42%
Discounts (3.5%)	(174,798)	(210,106)	(35,308)	16.80%
Uncollected tax (1.5%)	38	(90,046)	(90,046)	100.00%
Advalorem taxes prior years	1,336	•	(1,336)	-100.00%
Advalorem tax interest	5,578	=	(5,578)	-100.00%
Advalorem prior years penalty	668	: <del>-</del> :	(668)	-100.00%
Tax collector	(82,824)	(120,061)	(37,237)	31.02%
Total Advalorem Tax	4,106,792	5,582,823	1,476,031	26.44%
Fee Revenue				
Credit card convience fees	69	簑	(69)	-100.00%
Impact fee	99,845	100,000	155	0.16%
Plan review fee	8,569	14,750	6,181	41.91%
Alarm System Malfunction fees	( <del>**</del> )	800	800	100.00%
Re-Inspection fees	3,700	500	(3,200)	-640.00%
Total Fee Revenue	112,183	116,050	3,867	3.33%
Interest from Investments	764	8,000	7,236	90.45%
Unrealized gain (loss) on investments	41,957	25,000	(16,957)	-67.83%
Gain (loss) on sale of assets - BS	13,187	16,000	2,813	17.58%
Gain (loss) on sale of assets	) <del>=</del> (	50,000	50,000	100.00%
Beach Safety Patrol				
BSP - City of Destin	(2)	100,000	100,000	100.00%
BSP - Okaloosa County	1=0	856,311	856,311	100.00%
BSP - Junior Lifeguard Program Fees	·	22,400	22,400	100.00%
Total Beach Safety Patrol	1 <u>4</u>	978,711	978,711	100.00%
Pension Fund Contributions		265,000	265,000	100.00%
Miscellaneous revenue	129	-	(129)	-100.00%
Medical - Training Revenue (CPR)	945	4,500	3,555	79.00%
TOTAL REVENUE	4,275,957	7,046,084	2,770,127	39.31%

	Through 1/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Expenditures		2		
Personnel Services				
Education allowance	Ē	50,000	50,000	100.00%
Employee medical				
Drug test	268	650	382	58.77%
Physicals	1,560	10,000	8,440	84.40%
Shots	=	1,000	1,000	100.00%
Total Employee medical	1,828	11,650	9,822	84.31%
Insurance				
Elimination recourse		200	200	100.00%
Employee	198,735	716,970	518,235	72.28%
Employee AD&D	235	725	490	67.59%
Employee assistance program	<u> </u>	2,500	2,500	100.00%
Workers compensation	35,106	124,804	89,698	71.87%
Workers compensation - self insure	<u> </u>	12,500	12,500	100.00%
Total Insurance	234,076	857,699	623,623	72.71%
Retirement plan				
District - 175 plan	295,470	976,858	681,388	69.75%
State Premium Tax Contr.	2	265,000	265,000	100.00%
District - 457 plan	11,431	35,418	23,987	67.73%
Total Retirement plan	306,901	1,277,276	970,375	75.97%
Taxes - payroll	54,993	179,115	124,122	69.30%
Wage incentives				
Paramedic	16,539	72,700	56,161	77.25%
Fire Boat Operator	4,229	30,000	25,771	85.90%
Open Water Rescuer	3,386	18,000	14,614	81.19%
Rescue Specialist	=	1,800	1,800	100.00%
Hazardous Materials Technician	8,100	27,000	18,900	70.00%
Total Wage incentives	32,254	149,500	117,246	78.43%
Wages				
Wages	659,557	2,115,287	1,455,730	68.82%
Wages - part-time	1,110	8,970	7,860	87.63%
Mandatory overtime	12,438	45,000	32,562	72.36%
Duty overtime	18,925	23,541	4,616	19.61%
Holiday pay	10,922	22,739	11,817	51.97%
Commissioners	4,000	30,000	26,000	86.67%
Total Wages	706,952	2,245,537	1,538,585	68.52%
Total Personnel Services	1,337,004	4,770,777	3,433,773	71.98%

	Through 1/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Operating Expenditures				
Advertising	176	5,000	4,824	96.48%
Bond expense				
Election	300	450	150	33.33%
Employee	140	200	60	30.00%
Total Bond expense	440	650	210	32.31%
Contracts				
Radio Communications Access Fee	1,152	3,600	2,448	68.00%
Traffic control-interlocal agmt	-	1,700	1,700	100.00%
Total Contracts	1,152	5,300	4,148	78.26%
Dues/subscriptions/fees				
Fees	232	·=>	(232)	-100.00%
County medical director	4,000	4,000	:=:	0.00%
Dispatch Dues/subscriptions/fees - Other	4,782	500	500	100.00%
Total Dues/subscriptions/fees	9,014	9,500	4,718	49.66% 35.61%
Equipment	1,830	30,000	28,170	93.90%
Equipment - Hoses	1,000	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	20,935	78,500	57,565	73.33%
Lease - copier	755	2,500	1,745	69.80%
Office expense	2,907	8,500	5,593	65.80%
Promotion activities		1,500	1,500	100.00%
Professional fees				
Audit	10,500	15,500	5,000	32.26%
Legal	4,540	45,000	40,460	89.91%
Other Professional Services	900	3,700	2,800	75.68%
Total Professional fees	15,940	64,200	48,260	75.17%
Property appraiser	34,298	87,950	53,652	61.00%
Repairs and maintenance				
Boat	5,273	6,000	727	12.12%
Building	6,205	18,000	11,795	65.53%
Computers - Hardware/Software/Upg.	9,729	15,000	5,271	35.14%
Equipment	7,074	10,000	2,926	29.26%
Office	6,606	22,500	15,894	70.64%
Vehicle	2,401	60,000	57,599	96.00%
Total Repairs and maintenance	37,288	131,500	94,212	71.64%

	Through 1/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Operating Expenditures (continued)				
Supplies				
Fire prevention	ii l	5,200	5,200	100.00%
Foam	<b>\$</b> (	600	600	100.00%
Paramedic equipment	302	5,000	4,698	93.96%
Station	2,972	10,000	7,028	70.28%
Total Supplies	3,274	20,800	17,526	84.26%
Telephone				
Local	2,217	7,500	5,283	70.44%
Cellular	1,521	5,500	3,979	72.35%
Total Telephone	3,738	13,000	9,262	71.25%
Training and per diem	8,635	17,500	8,865	50.66%
Transfer to Asset Fund Reserve	222,434	667,301	444,867	66.67%
Uniforms - Duty	13,659	41,000	27,341	66.69%
Vehicle				
Fuel - fireboat	212	1,500	1,288	85.87%
Fuel - vehicles	6,899	25,000	18,101	72.40%
Total Vehicle	7,111	26,500	19,389	73.17%
Utilities				
Cable	1,263	4,000	2,737	68.43%
Electricity	6,114	27,000	20,886	77.36%
Gas	1,381	3,300	1,919	58.15%
Water	1,236	4,250	3,014	70.92%
Total Utilities	9,994	38,550	28,556	74.08%
Total Operating Expenditures	402,447	1,270,001	867,554	68.31%
Capital Expenditures				
Building	27	848,000	848,000	100.00%
Building - equip./furnishings	- 3	87,000	87,000	100.00%
Building Improvements	2,782	102,552	99,770	97.29%
Computers	-	6,720 17,000	6,720 17,000	100.00% 100.00%
Equipment - other Equipment - station	10,986	36,000	25,014	69.48%
Furniture	7,000	7,000	20,014	0.00%
Station 9 - concrete pad	=:	10,000	10,000	100.00%
Vehicles	543,983	500,000	(43,983)	-8.80%
Total Capital Expenditures	564,751	1,614,272	1,049,521	65.02%

	Through 1/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Other Uses of Funds				
Beach Safety Lifeguard Program				
Communication Devices	1,225	7,164	5,939	82.90%
Drug and Background tests	428	8,342	7,914	94.87%
Dues, Fees	8,864	36,000	27,136	75.38%
Equipment - capital	9,565	113,840	104,275	91.60%
Fuel	927	7,500	6,573	87.64%
Insurance - WC/Liability	14,212	51,579	37,367	72.45%
Jr Lifeguard Program - education	*	4,000	4,000	100.00%
Office expense	821	2,000	1,179	58.95%
Payroll benefits	20,863	59,643	38,780	65.02%
Repairs and maintenance	5,732	25,000	19,268	77.07%
Supplies	540	22,683	22,143	97.62%
Taxes - payroll	5,400	45,439	40,039	88.12%
Training	4,557	2,700	(1,857)	-68.78%
Unemployment Compensation	18	5,000	5,000	100.00%
Uniforms	2,319	4,356	2,037	46.76%
Utilities	364	2,000	1,636	81.80%
Wages	71,061	593,976	522,915	88.04%
Total Beach Safety Lifeguard Program	146,878	991,222	844,344	85.18%
Beach Safety Junior Lifeguard Program				
Advertising and Marketing	6 <b>7</b>	773	773	100.00%
Cell Phone	1	97	96	98.97%
Drug and Background Tests		290	290	100.00%
Field Trips and Competitions	<b>E</b>	2,880	2,880	100.00%
Insurance (G/L & Accident Policies)	1,550	5,978	4,428	74.07%
Insurance (Workers Compensation)	: 3 <b>≌</b> 1	226	226	100.00%
Office Expense	2	25	25	100.00%
Payroll Taxes	7 <b>2</b> 5	458	458	100.00%
Rental Fees	116	950	834	87.79%
Repair and Maintenance	:=:	150	150	100.00%
Supplies	840	498	498	100.00%
Uniforms	848	4,089	4,089	100.00%
Wages	: <b>=</b> :	5,986	5,986	100.00%
Total Beach Safety Junior Lifeguard Program	1,667	22,400	20,733	92.56%
Total Beach Safety Program	148,545	1,013,622	865,077	85.35%



www.destinfire.com/services-programs/beach-safety/

### **BEACH SAFETY DIVISION'S**

Commissioner's Report February 12, 2019

- I. First swims completed yesterday.
- II. On the beach in 24 days.

### **Destin Fire Control District**

### **January 2019 Training**

Company Training	A-Shift	B-Shift	C-Shift	Total
ocinpuny manning				
Tactics & Strategy				
Company Surveys / Pre Fire Plans	10	10	10	30
Madia d				
Medical				
Protocol Review / Airway	4	4	4	12
Company Training				
NWFSC (Advancing Hoseline, Search & Rescue)	4	4	4	12
Air Conservation	4	4	4	12
Total Training Hours	22	22	22	66

#### Destin Fire Control District FYD Duty Overtime as of January 31, 2019

	3) FYD Bal	ance at 12/31/2018	2) Janu	ary Activity	3) FYD Ba	alance at 1/31/2019
Name	Hrs	Amt Paid	Hrs	Amt Paid/Earned	Hrs	Amt Paid
Baugh, Mark	<b>3</b>				30	
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	27.75	592.96			27.75	592.96
Darden, David	12.00	410.64			12.00	410.64
Flynn, Robert	85.50	2,517.29	1.00	18.86	86.50	2,536.15
Frank, Richie	10.00	235.90			10.00	235.90
Hartley, Ben	11.75	273.16			11.75	273.16
Jensen	5.00	104.10			5.00	104.10
Kocour, Doug	12.00	275.16			12.00	275.16
Koenig, Robert	100.25	3,087.84	12.00	251.48	112.25	3,339.32
Landis, Mike	12.00	362.04			12.00	362.04
MacDonald, Kevin	36.00	864.36			36.00	864.36
Money, Arnold S.	10.00	305.10			10.00	305.10
Parker, Eli	23.00	421.00			23.00	421.00
Prado, Matt		7 <b>2</b>			-	=0
Rebholz, Tim	1.00	20.86			1.00	20.86
Romero, Felix	60.00	1,513.86	24.00	561.36	84.00	2,075.22
Romero, Jorge	44.50	945.76		P	44.50	945.76
Shepherd, David	18.00	332.14		_,	18.00	332.14
Swartz, Reese	19.75	645.63			19.75	645.63
Tolbert, Travis	12.00	283.32			12.00	283.32
Ward, Trey	37.00	1,302.09			37.00	1,302.09
Watson, Donny	28.75	800.49		1	28.75	800.49
Weiland, Brian	24.00	781.20			24.00	781.20
Wentworth, Matt	12.00	249.84			12.00	249.84
Winkler, Matt	-	æ:			*	<b>6</b> 3
Total Duty Overtime	656.25	\$ 18,093.78	37.00	\$ 831.70	693.25	\$ 18,925.48
Less Previous Year Totals	(75.00)	(1,599.33)	(78.00)	(2,270.39)	(153.00)	\$ (3,869.72)
Increase / (Decrease)		\$ 16,494.45		\$ (1,438.69)		\$ 15,055.76

<b>Duty Overtime</b>	\$ 10,686.08
Other Overtime	\$ 8,239.40