

Destin Fire Control District

Agenda

Board of Fire Commissioners
848 Airport Road, Destin, Florida 32541
June 11, 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. Review of minutes:**
 - a. Regular meeting – May 14, 2019
- 4. Review of Financial Report:**
 - a. May 31, 2019
- 5. Old Business:**
 - a. West End of District Station
- 6. Chief Reports:**
 - a. Beach Safety Update
 - b. Training Report
 - c. Inspection Report
 - d. Overtime Report
- 7. New Business:**
 - a. Audit Committee
 - b. Budget Workshop for 9/30/2020 fiscal year
- 8. Next Meeting:** Regular Meeting: July 9, 2019 (includes Budget Workshop)
- 9. Adjournment**

Destin Fire Control District**Balance Sheet**

As of May 31, 2019

	<u>5/31/2019</u>
ASSETS	
Current Assets	
Checking/Savings	
Petty cash	\$ 100
Trustmark - checking	217,971
Trustmark - impact fee	1,233,035
FLGIT - Day to Day Fund	1,733,552
FLGIT - Short Term Bond Fund	4,383,593
Total Checking/Savings	<u>7,568,251</u>
Accounts Receivable	
Accounts Receivable	224,178
Total Accounts Receivable	<u>224,178</u>
Other Current Assets	
Ed supplement receivable	5,388
Total Other Current Assets	<u>5,388</u>
Total Current Assets	<u>7,797,817</u>
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	<u>3,225,294</u>
Other Assets	
Prepaid expenses	101,507
Total Other Assets	<u>101,507</u>
Deferred outflows of resources from Pension Fund	<u>773,654</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u><u>\$ 11,898,272</u></u>

Destin Fire Control District**Balance Sheet**

As of May 31, 2019

	<u>5/31/2019</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts payable	\$ 30,876
Other Current Liabilities	
Accrued wages payable	96,369
Prepaid Legal Services	320
Compensated absences-in 1 yr	73,409
Total Other Current Liabilities	<u>170,098</u>
Total Current Liabilities	200,974
Long Term Liabilities	
Compensated absences-more 1 yr	130,391
OPEB Liability	855,644
Retirement Trust Fund	7,202,357
Total Long Term Liabilities	<u>8,188,392</u>
Total Liabilities	<u>8,389,366</u>
Equity	
Nonspendable Fund	
Nonspendable - Investment General Fixed Assets Fund	3,225,294
Nonspendable - Prepaid Insurance Fund	101,507
Total Nonspendable Fund	<u>3,326,801</u>
Restricted Fund	
Restricted - Impact Fee Fund	1,337,310
Total Restricted Fund	<u>1,337,310</u>
Committed Fund	
Committed - Compensation Fund	50,000
Committed - Unemployment Fund	19,873
Total Committed Fund	<u>69,873</u>
Assigned Fund	
Assigned - Asset Fund	3,243,121
Assigned - Beach Safety	5,155
Total Assigned Fund	<u>3,248,276</u>
Unassigned Fund	
Unassigned Fund	9,881
Provided for Retirement Trust Fund	(7,202,357)
Net Revenue over Expenditures	2,719,122
Total Unassigned Fund	<u>(4,473,354)</u>
Total Equity	<u>3,508,906</u>
TOTAL LIABILITIES & EQUITY	<u><u>\$ 11,898,272</u></u>

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

Revenue

	Through 5/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Advalorem Tax				
Advalorem taxes	\$ 5,810,383	\$ 6,003,036	192,653	3.21%
Discounts (3.5%)	(206,662)	(210,106)	(3,444)	1.64%
Uncollected tax (1.5%)	-	(90,046)	(90,046)	100.00%
Advalorem taxes prior years	1,337	-	(1,337)	-100.00%
Advalorem tax interest	9,369	-	(9,369)	-100.00%
Advalorem prior years penalty	693	-	(693)	-100.00%
Tax collector	(111,284)	(120,061)	(8,777)	7.31%
Total Advalorem Tax	<u>5,503,836</u>	<u>5,582,823</u>	<u>78,987</u>	<u>1.41%</u>
Fee Revenue				
Credit card convience fees	383	-	(383)	-100.00%
Impact fee	207,554	100,000	(107,554)	-107.55%
Plan review fee	24,209	14,750	(9,459)	-64.13%
Alarm System Malfunction fees	100	800	700	87.50%
Re-Inspection fees	8,800	500	(8,300)	-1660.00%
Total Fee Revenue	<u>241,046</u>	<u>116,050</u>	<u>(124,996)</u>	<u>-107.71%</u>
Interest from Investments	13,228	8,000	(5,228)	-65.35%
Unrealized gain (loss) on investments	111,258	25,000	(86,258)	-345.03%
Gain (loss) on sale of assets - BS	13,187	13,187	-	0.00%
Gain (loss) on sale of assets	-	50,000	50,000	100.00%
Beach Safety Patrol				
BSP - City of Destin	-	100,000	100,000	100.00%
BSP - Okaloosa County	441,732	856,311	414,579	48.41%
BSP - Junior Lifeguard Program Fees	25,600	22,400	(3,200)	-14.29%
Total Beach Safety Patrol	<u>467,332</u>	<u>978,711</u>	<u>511,379</u>	<u>52.25%</u>
Pension Fund Contributions	-	265,000	265,000	100.00%
Miscellaneous revenue	13,233	-	(13,233)	-100.00%
Medical - Training Revenue (CPR)	<u>4,365</u>	<u>4,500</u>	<u>135</u>	<u>3.00%</u>
TOTAL REVENUE	<u>6,367,485</u>	<u>7,043,271</u>	<u>675,786</u>	<u>9.59%</u>

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

	Through 5/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Expenditures				
Personnel Services				
Education allowance	5,320	50,000	44,680	89.36%
Employee medical				
Drug test	434	650	216	33.23%
Physicals	2,057	12,500	10,443	83.54%
Shots	-	1,000	1,000	100.00%
Total Employee medical	2,723	14,150	11,427	80.76%
Insurance				
Elimination recourse	-	200	200	100.00%
Employee	399,101	624,211	225,110	36.06%
Employee AD&D	471	725	254	35.03%
Employee assistance program	-	2,500	2,500	100.00%
Workers compensation	61,839	124,804	62,965	50.45%
Workers compensation - self insure	956	12,500	11,544	92.35%
Total Insurance	462,367	764,940	302,573	39.56%
Retirement plan				
District - 175 plan	571,614	976,858	405,244	41.48%
State Premium Tax Contr.	-	265,000	265,000	100.00%
District - 457 plan	22,925	35,418	12,493	35.27%
Total Retirement plan	594,539	1,277,276	682,737	53.45%
Taxes - payroll	110,429	179,115	68,686	38.35%
Wage incentives				
Paramedic	32,062	72,700	40,638	55.90%
Fire Boat Operator	8,890	30,000	21,110	70.37%
Open Water Rescuer	6,876	18,000	11,124	61.80%
Rescue Specialist	-	1,800	1,800	100.00%
Hazardous Materials Technician	15,478	27,000	11,522	42.67%
Total Wage incentives	63,306	149,500	86,194	57.65%
Wages				
Wages	1,337,615	2,115,287	777,672	36.76%
Wages - part-time	1,110	8,970	7,860	87.63%
Mandatory overtime	24,720	45,000	20,280	45.07%
Duty overtime	32,801	42,000	9,199	21.90%
Holiday pay	14,298	22,739	8,441	37.12%
Commissioners	9,500	30,000	20,500	68.33%
Sick leave and vacation payout	2,986	3,500	514	14.69%
Total Wages	1,423,030	2,267,496	844,466	37.24%
Total Personnel Services	2,661,714	4,702,477	2,040,763	43.40%

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

	Through 5/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Operating Expenditures				
Advertising	2,083	5,000	2,917	58.34%
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	2,304	3,600	1,296	36.00%
Traffic control-interlocal agmt	-	1,700	1,700	100.00%
Total Contracts	2,304	5,300	2,996	56.53%
Dues/subscriptions/fees				
Fees	675	1,000	325	32.50%
County medical director	4,000	4,000	-	0.00%
Dispatch	-	500	500	100.00%
Dues/subscriptions/fees - Other	6,719	8,500	1,781	20.95%
Total Dues/subscriptions/fees	11,394	14,000	2,606	18.61%
Equipment	4,557	35,000	30,443	86.98%
Equipment - Hoses	-	5,000	5,000	100.00%
Haz-mat	8,867	9,000	133	1.48%
Inspections - ladder	1,365	1,750	385	22.00%
Insurance - general liability	41,913	78,500	36,587	46.61%
Lease - copier	1,518	2,500	982	39.28%
Office expense	4,806	8,500	3,694	43.46%
Promotion activities	-	1,500	1,500	100.00%
Professional fees				
Audit	15,500	15,500	-	0.00%
Legal	10,049	45,000	34,951	77.67%
Other Professional Services	2,100	16,000	13,900	86.88%
Total Professional fees	27,649	76,500	48,851	63.86%
Property appraiser	51,447	87,950	36,503	41.50%
Repairs and maintenance				
Boat	6,356	6,000	(356)	-5.93%
Building	8,628	18,000	9,372	52.07%
Computers - Hardware/Software/Upg.	16,429	18,300	1,871	10.22%
Equipment	10,138	12,500	2,362	18.90%
Office	12,175	22,500	10,325	45.89%
Vehicle	20,363	60,000	39,637	66.06%
Total Repairs and maintenance	74,089	137,300	63,211	46.04%

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

	Through 5/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Operating Expenditures (continued)				
Supplies				
Fire prevention	-	5,200	5,200	100.00%
Foam	-	600	600	100.00%
Paramedic equipment	1,948	5,000	3,052	61.04%
Station	5,935	10,000	4,065	40.65%
Total Supplies	7,883	20,800	12,917	62.10%
Telephone				
Local	4,437	7,500	3,063	40.84%
Cellular	3,330	6,000	2,670	44.50%
Total Telephone	7,767	13,500	5,733	42.47%
Training and per diem	22,134	43,000	20,866	48.53%
Transfer to Asset Fund Reserve	444,867	667,301	222,434	33.33%
Uniforms - Duty	19,741	41,000	21,259	51.85%
Vehicle				
Fuel - fireboat	212	1,500	1,288	85.87%
Fuel - vehicles	13,902	25,000	11,098	44.39%
Total Vehicle	14,114	26,500	12,386	46.74%
Utilities				
Cable	2,535	4,000	1,465	36.63%
Electricity	11,524	27,000	15,476	57.32%
Gas	3,108	3,300	192	5.82%
Water	2,524	4,250	1,726	40.61%
Total Utilities	19,691	38,550	18,859	48.92%
Total Operating Expenditures	768,629	1,319,101	550,472	41.73%
Capital Expenditures				
Building	-	848,000	848,000	100.00%
Building - equip./furnishings	-	87,000	87,000	100.00%
Building Improvements	50,774	77,552	26,778	34.53%
Bunker Gear	9,123	15,000	5,877	39.18%
Computers	-	3,420	3,420	100.00%
Equipment - other	-	17,000	17,000	100.00%
Equipment - station	10,986	18,500	7,514	40.62%
Furniture	7,000	7,000	-	0.00%
Station 9 - concrete pad	-	10,000	10,000	100.00%
Vehicles	543,983	550,000	6,017	1.09%
Total Capital Expenditures	621,866	1,633,472	1,011,606	61.93%

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

Through 5/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
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Other Uses of Funds

Beach Safety Lifeguard Program

Communication Devices	5,770	7,164	1,394	19.46%
Drug and Background tests	5,378	8,342	2,964	35.53%
Dues, Fees	10,820	36,000	25,180	69.94%
Equipment - capital	85,004	123,365	38,361	31.10%
Fuel	2,492	9,000	6,508	72.31%
Insurance - WC/Liability	32,145	50,642	18,497	36.53%
Jr Lifeguard Program - education	-	4,000	4,000	100.00%
Office expense	969	2,000	1,031	51.55%
Payroll benefits	41,726	55,408	13,682	24.69%
Repairs and maintenance	9,274	25,000	15,726	62.90%
Supplies	4,622	19,225	14,603	75.96%
Taxes - payroll	16,340	43,843	27,503	62.73%
Training	4,557	4,600	43	0.93%
Unemployment Compensation	-	5,000	5,000	100.00%
Uniforms	5,952	5,956	4	0.07%
Utilities	615	2,000	1,385	69.25%
Wages	216,068	573,108	357,040	62.30%
Total Beach Safety Lifeguard Program	441,732	974,653	532,921	54.68%

Beach Safety Junior Lifeguard Program

Advertising and Marketing	692	773	81	10.48%
Cell Phone	35	97	62	63.92%
Drug and Background Tests	-	290	290	100.00%
Field Trips and Competitions	-	2,880	2,880	100.00%
Insurance (G/L & Accident Policies)	3,773	5,978	2,205	36.89%
Insurance (Workers Compensation)	17	226	209	92.48%
Office Expense	-	25	25	100.00%
Payroll Taxes	-	458	458	100.00%
Rental Fees	116	950	834	87.79%
Repair and Maintenance	-	150	150	100.00%
Supplies	168	498	330	66.27%
Uniforms	4,807	4,089	(718)	-17.56%
Wages	327	5,986	5,659	94.54%
Total Beach Safety Junior Lifeguard Program	9,935	22,400	12,465	55.65%

Total Beach Safety Program

451,667	997,053	545,386	54.70%
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Destin Fire Control District
Revenue over Expenditures vs Budget
for the 2018 - 2019 Fiscal Year

	Through 5/31/2019	Budget	Budget Remaining (Over)	% Remaining (Over)
Other Uses of Funds (continued)				
CPR Program				
Training Supplies	3,546	1,300	(2,246)	-172.77%
Wages - CPR Instructor	120	2,500	2,380	95.20%
Total CPR Program	<u>3,666</u>	<u>3,800</u>	<u>134</u>	<u>3.53%</u>
Total Other Uses of Funds	<u>455,333</u>	<u>1,000,853</u>	<u>545,520</u>	<u>54.51%</u>
Total Expenditures	<u>4,507,542</u>	<u>8,655,903</u>	<u>4,148,361</u>	<u>47.93%</u>
Net Revenue over Expenditures (per budget)	<u>\$ 1,859,943</u>	<u>\$ (1,612,632)</u>		
Non-General Fund items:				
Use of Restricted Funds	\$ -	\$ 835,000		
Use of Assigned Funds	\$ 621,866	\$ 684,427		
Use of Unassigned Funds	\$ -	\$ 93,205		
	<u>2,481,809</u>	<u>-</u>		
Other Fund or Non-Budget Items:				
Transfer Revenue to Restricted Fund - Impact Fees	(207,554)			
Transfer to Assigned Fund - Asset Fund	444,867			
Depreciation	-			
Depreciation - Beach Safety	-			
Depreciation - Jr. Lifeguard Program	-			
Net Revenue over Expenditures	<u>2,719,122</u>	<u>-</u>		

The Destin Beach Safety Patrol



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

BEACH SAFETY DIVISION'S Commissioner's June 11, 2019

- I. Junior lifeguards full and more participants added.
- II. Towers delivered.
- III. Drownings.
- IV. Statistics.

Destin Beach Safety Statistics Commissioners' Report

LIFEGUARDS



As of 6/7/19

Attendance	422,271
Minor First Aids	899
Major First Aids	36
Public Contacts	133,796
Preventative Acts	41,039
Missing Persons	45
Lost Persons	15
Persons Rescued	66
Assists	68
Boat Infraction	31
PWC Infraction	107
Marine Stings	26
Public Ed Mat	31

Harbor 9 (included in totals above)

Attendance	9,500
Minor First Aids	6
Major First Aids	2
Public Contacts	2505
Preventative Acts	803
Missing Persons	1
Lost Persons	0
Persons Rescued	17
Assists	10
Boat Infraction	0
PWC Infraction	5
Marine Stings	4
Public Ed Mat	1

Destin Fire Control District

May 2019 Training

	A-Shift	B-Shift	C-Shift	Total
Company Training				
Tactics & Strategy				
Company Surveys/ Pre Fire Plans	10	10	10	30
Medical				
Bloodborne Pathogens/Post Exposure	4	4	4	12
Company Training				
Confined Space Ops/Tech	10	10	10	30
Trench Rescue Ops/Tech	10	10	10	30
Water Distribution				
DWU Hydrant Software Introduction	3	3	3	9
Total Training Hours	37	37	37	111

FIRE PREVENTION & INSPECTIONS

May 2019

Inspections Performed

Annual Inspections:	
Apartments/ Condominiums	26
Hotels/Motels	2
Assembly	1
Business	20
Mercantile	2
Board & Care/ Day Care	
Storage	
Sprinkler /Alarm	
Access To Property	52
Vacant Property	1

Total 104

Construction Inspections:	
Building	5
Remodel	
Fire Alarm	
Sprinkler System	
Site	1
Hood System	

Total 6

Re-inspections	76
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Total 76

Public Inquiries	
Conferences	
Pre-Plan Update	71
E.C. Updates	40

Total 111

Total Inspections 297

Plans Reviewed

TRT	
Building Site	
Remodel	2
Building	
Signs	2
Sprinkler Systems	1
Fire Alarms	1
Hood Systems	1

Total 7

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

Name	3) FYD Balance at 4/30/2019		2) May Activity		3) FYD Balance at 5/31/2019	
	Hrs	Amt Paid	Hrs	Amt Paid/Earned	Hrs	Amt Paid
Anderson, Michael	-	-			-	-
Baugh, Mark	-	-			-	-
Blixt, Justin	21.00	686.07	24.00	493.20	45.00	1,179.27
Buchanan, TJ	21.00	650.37	24.00	743.28	45.00	1,393.65
Christenson, Brian	12.50	444.00			12.50	444.00
Crozier, Dalton	27.75	592.96			27.75	592.96
Darden, David	29.00	874.18			29.00	874.18
Flynn, Robert	120.25	3,315.13	24.00	668.24	144.25	3,983.37
Frank, Richie	10.00	235.90			10.00	235.90
Gatewood, Brian	-	-	3.25	67.67	3.25	67.67
Hartley, Ben	12.50	291.15			12.50	291.15
Jensen, Ryan	5.75	119.72			5.75	119.72
Kocour, Doug	12.00	275.16	9.00	212.49	21.00	487.65
Koenig, Robert	112.25	3,339.32	48.00	898.56	160.25	4,237.88
Landis, Mike	84.00	1,972.32	29.00	808.03	113.00	2,780.35
MacDonald, Kevin	36.00	864.36	2.50	60.03	38.50	924.39
Money, Arnold S.	10.50	314.66			10.50	314.66
Parker, Eli	23.75	431.41			23.75	431.41
Prado, Matt	-	-			-	-
Quinn, Joesph	-	-			-	-
Rebholz, Tim	1.00	20.86			1.00	20.86
Romero, Felix	134.00	3,279.04	53.00	1,608.55	187.00	4,887.59
Romero, Jorge	44.50	945.76			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	107.00	3,320.47	48.00	1,306.86	155.00	4,627.33
Watson, Donny	37.00	954.93			37.00	954.93
Weiland, Brian	48.00	1,453.90			48.00	1,453.90
Wentworth, Matt	13.50	270.66	1.00	20.82	14.50	291.48
Winkler, Matt	-	-			-	-
Total Duty Overtime	973.00	\$ 25,913.42	265.75	\$ 6,887.73	1,238.75	\$ 32,801.15
Less Previous Year Totals	(291.75)	\$ (7,801.54)	(23.50)	\$ (598.43)	(315.25)	\$ (8,399.97)
Increase / (Decrease)		\$ 18,111.88		\$ 6,289.30		\$ 24,401.18

946.50	Duty Overtime	\$	24,561.75
292.25	Other Overtime	\$	8,239.40