

IMMOKALEE FIRE CONTROL DISTRICT BOARD MEETING AGENDA

January 12, 2017

6:00 PM

- 1) Greet Public and Read Public Comment Statement
- 2) Call Meeting to Order (State date and time for the record)
- 3) Pledge of Allegiance and Invocation or Moment of Silence
- 4) Proof of Publication
- 5) Roll Call / Establish a Quorum
- 6) Approval of Agenda; Move, Remove, and/or Add Agenda Items
- 7) Commissioner Halman Oath of Office
- 8) Nomination and Election of Board Officers
 - A. Chair
 - B. Vice Chair
 - C. Secretary/Treasurer
- 9) Consent Agenda
 - A. Treasurer's Report
 - B. Approval of the minutes of the following meetings:
 - (1) December 15, 2016 Regular Board Meeting
 - C. Fire Marshal's Report
 - D. Deputy Chief's Report
 - E. Chief's Report
 - F. Status on Current Contracts
 - G. Revisions to Board of Commissioners Handbook
 - H. Status of Fire Stations 31 and 32 Construction
- 10) Attorney's Report
- 11) Union Report
- 12) Business of the District
 - A. Old Business
 1. None
 - B. New Business
 1. PUBLIC HEARING; Resolution 2017-01: Non-Ad Valorem Fire Assessment Fee
 - a.Public comment
 2. Requested Opening of Collective Bargaining Agreement Article 25, Rates of Pay
 - a.Public comment
 3. Requested Opening of Collective Bargaining Agreement Article 29, Incentive Pay
 - a.Public comment
 4. *Amendment to County-Wide Automatic/Mutual Aid Agreement*
 - a.Public comment
 5. Schedule Closed Session of Board of Commissioners for Collective Bargaining
- 13) Concerns of Commissioners
- 14) Public Comment; Limited to 3 minutes per person
- 15) Adjourn Meeting (State time for the Record)

Next Scheduled Meeting(s):

- Regular Board Meeting: February 16, 2016, 6 p.m.; Immokalee Fire Station 30, 502 New Market Rd E, Immokalee, FL 34142

STATEMENT ON PUBLIC COMMENT DURING BOARD MEETINGS

Members of the public or groups wishing to comment on an agenda item or comment during the opportunity for public comment at the end of the meeting must fill out a request to comment form indicating the agenda item they wish to comment on and provide the completed form to District staff **at the beginning of the meeting.**

There is a time limit of 3 minutes for individuals. Groups or factions of 4 or more individuals must select a representative to speak on their behalf. There is a 10 minute time limit for representatives of groups.

The opportunity for public comment is not an opportunity to debate an issue with the Board, but simply to provide comments that the Board may take into consideration.

**IMMOKALEE FIRE CONTROL DISTRICT
BOARD OF FIRE COMMISSIONERS
2017 REGULAR MEETING SCHEDULE**

**The Board of Fire Commissioners of the Immokalee Fire Control District
will hold Regular Meetings at 6:00 p.m. on the following dates:**

January 12, 2017
February 16, 2017
March 16, 2017
April 20, 2017
May 25, 2017
June 15, 2017
July 20, 2017
August 17, 2017
September 21, 2017
October 19, 2017
November 16, 2017
December 14, 2017

Regular Meeting Location:

**IFCD Headquarters (Fire Station 30)
502 New Market Rd. E.
Immokalee, Florida 34142**

April and October Meeting location:

**Ave Maria Master Association Office
5076 Annunciation Circle, Suite 103
Ave Maria, Florida 34142**

Meetings are normally held on the third Thursday of each month, however may be rescheduled from time to time. A current schedule of meetings is available on the District's website at www.immfire.com

Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agenda for any of the meetings will be available seven (7) days prior to the date of the particular meeting and may be obtained by contacting the District Manager at (239) 657-2111. Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (239) 657-2111 at least seven (7) days prior to the date of the particular meeting.

Naples Daily News

> Ad Proof

Sales Rep: Ivonne Gori (N9103)

Phone: (239) 262-3161

Email: ivonne.gori@naplesnews.com

> Account Information

Date: 12/20/16

Account Number: 532805 (N006756)

Company Name: IMMOKALEE FIRE CONTROL DISTR.

Contact Name:

Email: AValladares@immfire.com

Address: 502 E NEW MARKET ROAD, IMMOKALEE, FL, 34142-5001

Phone: (239) 657-2111

Fax: (239) 657-9489

> Insertion Information

This is a proof of your ad scheduled to run on the dates indicated below.

Please confirm placement prior to deadline by contacting your account rep at (239) 262-3161 .

Ad Id: 1411660

P.O. No.:

Total Cost: \$406.96

Tag Line: IMMOKALEE FIRE CONTROL DISTRICT BOAR

Start Date: 12/21/16

Stop Date: 12/21/16

Number of Times: 1

Class: 16180 - Notice

Publications: ND-Naples Daily News, ND-Internet-naplesnews.com

> Ad Proof

I agree this ad is accurate and as ordered.

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December 21, 2016 No. 1411660

Thank you for your business. Our commitment to a quality product includes the advertising in our publications. As such, Gannett reserves the right to categorize, edit and refuse certain classified ads. Your satisfaction is important. If you notice errors in your ad, please notify the classified department immediately so that we can make corrections before the second print date. The number to call is 239-263-4700. Allowance may not be made for errors reported past the second print date. The Naples Daily News may not issue refunds for classified advertising purchased in a package rate; ads purchased on the open rate may be pro-rated for the remaining full days for which the ad did not run.

Classified Proof

Client	153361 - Immokalee Fire Control District	Phone	(239) 657-2111
Address	502 E. New Market Rd Immokalee, FL, 34142	E-Mail	ifdinsp30@earthlink.net
		Fax	
Order#	478759	Requested By	
Classification	5005 - Public Notice	PO #	
Start Date	12/22/2016	Created By	JLEVY
End Date	12/28/2016	Creation Date	12/20/2016, 11:28:53 am
Run Dates	8		
Publication(s)	Immokalee Bulletin, newszap.com - Florida	Dimensions	2.4067" X 4.3867"
		Order Price	\$75.60
		Tax 1	\$0.00
		Tax 2	\$0.00
		Total Net	\$75.60
		Payment	\$0.00
Sales Rep	4205 - Janet Levy	Phone	(302) 741-8297
		E-Mail	jlevy@newszap.com
		Fax	(302) 741-8215

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OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of Collier

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Fire Commissioner

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

Signature

Sworn to and subscribed before me this ____ day of _____, _____.

Signature of Officer Administering Oath or of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☐ OR Produced Identification ☐

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☐ Home ☒ Office

502 New Market Rd E

Street or Post Office Box

Immokalee, FL 34142

City, State, Zip Code

Print name as you desire commission issued

Signature



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142



TREASURER'S REPORT JANUARY 5, 2017

Money Market Account	\$1,234,669.50
Impact Fee Account	\$3,093,132.59
Cash/Operating Account	\$ 143,454.68

IMMOKALEE FIRE CONTROL DISTRICT

Profit & Loss Budget vs. Actual

October through December 2016

	Oct - Dec 16	Budget	% of Budget
Income			
300000 · REVENUE BALANCE FORWARD	0.00	1,648,566.00	0.0%
310000 · NEW REVENUE	2,433,591.22	4,618,477.00	52.7%
Total Income	2,433,591.22	6,267,043.00	38.8%
Expense			
510000 · PERSONNEL COST			
511000 · SALARIES - ELECTED OFFICIALS	0.00	0.00	0.0%
512000 · SALARIES REGULAR TOTAL	415,830.91	1,546,608.00	26.9%
513100 · SALARIES PART-TIME TOTAL	4,729.05	57,783.00	8.2%
513200 · SEPARATION PAY	0.00	0.00	0.0%
513300 · EMPLOYEE BONUSES	0.00	0.00	0.0%
514100 · OVER TIME PAY - TOTAL	37,659.39	58,114.00	64.8%
514200 · OVER TIME PAY - FLSA - TOTAL	19,923.68	61,374.00	32.5%
515100 · INCENTIVE PAY TOTAL	0.00	201,840.00	0.0%
515200 · HOLIDAY PAY TOTAL	25,748.95	55,300.00	46.6%
516000 · VACATION SELL BACK TOTAL	1,287.70	9,013.00	14.3%
517000 · SICK LEAVE SELL BACK TOTAL	8,022.92	5,436.00	147.6%
521000 · FICA (SOC SEC/MEDICARE) TOTAL	38,871.39	150,118.00	25.9%
522000 · RETIREMENT TOTAL	106,109.30	425,158.00	25.0%
523000 · GROUP INSURANCE	143,555.00	546,328.00	26.3%
524000 · WORKERS' COMP TOTAL	12,450.66	85,916.00	14.5%
525000 · UNEMPLOYMENT TOTAL	0.00	0.00	0.0%
Total 510000 · PERSONNEL COST	814,188.95	3,202,988.00	25.4%
530000 · OPERATING EXPENDITURES			
531100 · EMPLOYEE PHYSICALS TOTAL	1,840.75	15,960.00	11.5%
531200 · LEGAL FEES	5,083.50	19,200.00	26.5%
531310 · PROPERTY APPRAISER	3,017.07	30,671.00	9.8%
531320 · TAX COLLECTOR	50,085.86	61,342.00	81.7%
531400 · PROFESSIONAL SERVICES	15,969.18	26,419.00	60.4%
531500 · INSPECTIONS MOU	0.00	0.00	0.0%
531600 · SERVICES - CONSTR - TOTAL	0.00	0.00	0.0%
532100 · AUDIT	2,560.00	35,000.00	7.3%
532200 · ACCOUNTANT	6,347.50	17,700.00	35.9%
534100 · CONTRACT SERVICES - PAYROLL	1,406.00	0.00	100.0%
534200 · CONTRACT SVCS - Logisitcs/IT	3,015.00	11,700.00	25.8%
534300 · ADMIN MOU	0.00	0.00	0.0%
534400 · CONSULTANT - FIRE ASSESSMT FEE	0.00	20,000.00	0.0%
540000 · TRAVEL AND PER DIEM TOTAL	1,528.12	12,548.00	12.2%
541000 · COMMUNICATIONS	3,950.90	15,216.00	26.0%
542100 · POSTAGE	47.00	750.00	6.3%
542200 · SHIPPING	121.15	750.00	16.2%
543000 · UTILITIES	5,011.03	22,594.00	22.2%
544000 · RENTALS AND LEASES	0.00	0.00	0.0%
545000 · LIABILITY INSURANCE	13,108.00	54,974.00	23.8%
546100 · REPAIR & MAINT VEHICLE	28,753.40	41,250.00	69.7%

IMMOKALEE FIRE CONTROL DISTRICT

Profit & Loss Budget vs. Actual

October through December 2016

	Oct - Dec 16	Budget	% of Budget
546190 · CONTRACTED SERVICES - MECH	0.00	20,400.00	0.0%
546200 · REPAIR & MAINT EQUIP	1,582.51	30,010.00	5.3%
546300 · REPAIR & MAINT BLDG	2,545.58	20,000.00	12.7%
546400 · REPAIR & MAINT GENERATORS	925.00	1,000.00	92.5%
546500 · HVAC Maintenance	0.00	1,070.00	0.0%
546600 · PEST CONTROL	120.00	1,125.00	10.7%
546700 · LAWN CARE	250.00	1,500.00	16.7%
547000 · PRINTING AND BINDING	0.00	500.00	0.0%
548100 · LEGAL ADVERTISING	119.88	4,350.00	2.8%
548200 · FIRE PREVENTION	0.00	2,000.00	0.0%
548210 · PUBLIC EDUCATION	3,513.00	3,000.00	117.1%
548220 · EXPLORER PROGRAM	0.00	3,000.00	0.0%
549100 · EMPLOYEE	0.00	500.00	0.0%
549200 · INTER-DEPARTMENTAL	0.00	500.00	0.0%
549300 · MISCELLANEOUS EXPENSE	177.38	1,500.00	11.8%
551000 · OFFICE SUPPLIES	491.32	4,000.00	12.3%
552110 · F.F. RESCUE SUPPLIES	1,025.93	0.00	100.0%
552120 · SUPPLIES - OPERATING	1,438.45	4,000.00	36.0%
552130 · MINOR EQUIPMENT	970.67	9,500.00	10.2%
552140 · BUNKER GEAR SUPPLIES	1,547.79	22,500.00	6.9%
552150 · STATION (JANITORIAL) SUPPLIES	920.98	4,530.00	20.3%
552160 · STATION (NON JANITORIAL)	202.92	1,800.00	11.3%
552180 · FUEL & OIL	10,156.61	41,500.00	24.5%
552190 · TIRES & BATTERIES	1,724.25	7,450.00	23.1%
552200 · UNIFORMS	6,417.34	23,000.00	27.9%
552300 · PHYS. FITNESS EQUIPMENT	0.00	750.00	0.0%
552410 · COMPUTER EQUIPMENT	218.17	2,250.00	9.7%
552420 · COMPUTER SOFTWARE & TRAINING	135.05	7,500.00	1.8%
552430 · COMMUNICATION (RADIO)	0.00	1,500.00	0.0%
552440 · COMMUNICATION (PHONE)	0.00	1,000.00	0.0%
552500 · FURNITURE	1,674.30	4,200.00	39.9%
553000 · A/P DISCOUNTS	0.00	0.00	0.0%
554100 · BOOKS & DUES	2,186.00	5,450.00	40.1%
555000 · EDUCATION/TRAINING	5,054.77	62,300.00	8.1%
559000 · PETC	0.00	0.00	0.0%
Total 530000 · OPERATING EXPENDITURES	185,242.36	679,759.00	27.3%
560000 · CAPITAL OUTLAY			
561000 · CAP OUTLAY - LAND	0.00	0.00	0.0%
562000 · CAP OUTLAY - BUILDINGS	0.00	0.00	0.0%
563000 · CAP OUTLAY - INFRA - OTHER	0.00	35,000.00	0.0%
564000 · CAP OUTLAY - MACH & EQUIP	5,130.19	261,008.00	2.0%
565000 · CAP OUTLAY - BLDG CONSTR	0.00	546,261.00	0.0%
568000 · CAP OUTLAY - INTANGIBLE ASSETS	0.00	0.00	0.0%
Total 560000 · CAPITAL OUTLAY	5,130.19	842,269.00	0.6%

IMMOKALEE FIRE CONTROL DISTRICT

Profit & Loss Budget vs. Actual

October through December 2016

	Oct - Dec 16	Budget	% of Budget
580000 · GRANTS & AIDS			
581000 · AIDS TO GOVERNMENT AGENCIES	0.00	0.00	0.0%
582000 · AIDS TO PRIVATE ORGANIZATIONS	0.00	0.00	0.0%
583000 · OTHER GRANTS AND AIDS	0.00	0.00	0.0%
Total 580000 · GRANTS & AIDS	0.00	0.00	0.0%
599000 · RESERVES			
599100 · CONTINGENCY UNASSIGNED	0.00	86,574.00	0.0%
599200 · RESERVE ASSIGNED FOR FLEET	0.00	100,000.00	0.0%
599300 · RESERVE FOR ACCRUED LIABS	0.00	318,157.00	0.0%
599400 · RESERVE ASSIGNED FOR DISASTER	0.00	50,000.00	0.0%
599500 · RESERVE ASSIGNED OPEB GASB	0.00	151,502.00	0.0%
599600 · RESERVE ASSIGNED 800 RADIOS	0.00	0.00	0.0%
599700 · RESERVE FOR FY START-UP	0.00	835,794.00	0.0%
Total 599000 · RESERVES	0.00	1,542,027.00	0.0%
66000 · PAYROLL EXPENSES	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	1.00	0.00	100.0%
Total Expense	1,004,562.50	6,267,043.00	16.0%
Net Income	1,429,028.72	0.00	100.0%

**Fire Commission Meeting
Immokalee Fire Control District
Board Meeting
December 15, 2016**

These Minutes are a summary of the meeting. Any further information can be obtained by the tape. The minutes will follow the order of the Agenda.

Present Commissioners: Goodnight, Brister, Keen and Commissioner Olesky. Commissioner Halman out of town. Chief Paul Anderson, Deputy Chief Michael Choate, Battalion Chief Robert Mendoza, Board Attorney Kenneth Thompson, Alma Valladares.

- 1) Greet Public and Read Public Comment Statement by Commission Chair Goodnight
- 2) Call Meeting to Order at 6:09pm by Commission Chair Goodnight
- 3) Pledge of Allegiance and Invocation or Moment of Silence by Commission Chair Goodnight
- 4) Proof of Publication included in packet
- 5) Roll Call / Establish a Quorum by Commission Chair Goodnight
- 6) Approval of Agenda; Move, Remove, and/or Add Agenda Items
Commissioner Brister motioned to approve the Agenda and seconded by Commissioner Olesky. Motion carries unanimously.

Commissioner Ann Goodnight and Commissioner Joe Brister took the oath of Office for Commissioner for a 4 year term.

- 7) Consent Agenda
 - A. Treasurer's Report and Budget Report
 - B. Approval of the minutes of the following meetings:
 1. October 14th Special Board Meeting;
 2. October 20th Regular Board Meeting
 - C. Fire Marshal's Report (Fire Marshal on vacation; Fire Prevention Fees report provided)
 - D. Deputy Chief's Report
 - E. Chief's Report
 - F. Status on Current Contracts
 - G. District Property to be Declared Surplus and Disposed of per FS Ch. 274
 - H. Revisions to District Personnel Policies
 1. 402, Payday
Commissioner Keen asked if we needed the additional bay. Chief Anderson mentioned that we did.
Commissioner Olesky motioned to approve the Consent Agenda and seconded by Commissioner Brister. Motion carries unanimously.

- 8) Attorney's Report
Attorney Thompson discussed with the board on some issues
 - a) Public comment
None

Commissioner Olesky motioned to suspend Explorer/Cadet Program except for participation at scheduled meetings and special events for a period of time until they have clarification on some questions and Commissioner Brister seconded the motion. Further discussion resulted in motion being amended to allow transportation of Explorer/Cadets only in staff vehicles, amended motion carries unanimously.

Attorney Thompson is asking the board to allow him to spend an estimated 5 hours to research and monitor this situation at \$200/hour.

(a) Public comment

None

Commissioner Olesky motioned to allow Attorney Thompson to research the issues at \$200/hour not to exceed 10 hours and Commissioner Brister seconded the motion. Motion carries unanimously.

Also, Attorney Thompson is recommending the board to have Attorney Daryl Hill investigate the issues discussed at \$200/hour not to exceed \$2000.

a) Public comment

None

Commissioner Olesky motioned to allow Attorney Daryl Hill to investigate the issues at \$200/hour not to exceed \$2000 and Commissioner Brister seconded the motion. Motion carries unanimously.

9. Union Report

Lieutenant Horbal mentioned that they want to sign the contract tonight. Also, he is resigning from IFCD; his last day is December 18th. This is something he has to do. There are many issues. 2nd Lieutenant Cody Rodgers will take his place as President. Chris Spencer, President of North Collier's Union mentioned that in regards to the Local; the paperwork has been filed with Noah Warman and they are just waiting for their response. Lt. Cody Rodgers mentioned that Armando Negrin is also resigning. He is asking the board to look into the allegations.

Armando Negrin mentioned that he doesn't like what he's seeing here. It's a bad work environment. Commissioner Keen said that she wants to know what the issues are that haven't been addressed. Armando mentioned having an administration that creates issues for an organization and the fact that it's allowed and we have to deal with it day in and day out. Commissioner Keen asked again for specific issues. No one would answer her with any specific issues.

Commissioner Brister asked if what the Union really wants is for the board to fire Chief Anderson. Lieutenant Rodgers said yes. Lt. Horbal mentioned that they don't feel supported and he needs that structure where someone has his back and is supported by administration and the board. The atmosphere is all around the county.

Chief Anderson mentioned that if he doesn't support him; who does he think created the positions and the raises that come with the positions along with the additional incentive pay, holiday pay, and other benefits that they all have gotten because of Chief Anderson's hard work. Lt. Horbal mentioned that he doesn't want to debate about this. He goes home miserable and it's not just him. Commissioner Brister is asking the firemen to stick it out a little longer and put their grievances on paper and they would make a promise to go over them and discuss them. Chris Spencer mentioned that there is a separation between administration and the firefighters. You can't find more loyalty than the Immokalee firefighters. Commissioner Keen asked again what the specific issues are. Commissioner Brister mentioned to put the grievances on paper and get it

done. Chris Spenser is asking Commissioner Goodnight if they can give the grievances to her. Commissioner Goodnight said yes.

10. Business of the District

A. Old Business

1. Ratification of Collective Bargaining Agreement between IFCD and IAFF Local 4657
Vice-President Cody Rodgers mentioned that they took a vote and will ratify the contract but they are still waiting for the paperwork to amend the name and number.
 - a) Public comment

None

Commissioner Brister motioned to ratify the agreement and Commissioner Olesky seconded the motion. Motion carries unanimously.

2. Calendar Year 2017 BOC Meeting Schedule
Chief Anderson mentioned that the only dates to change are 1/19/17 to 1/12/17, 12/21/17 to 12/14/17, and 5/18/17 to 5/25/17.

- a) Public comment

None

Commissioner Olesky motioned to accept the dates of 1/12/17, 5/25/17, and 12/14/17; Commissioner Brister seconded the motion. Motion carries unanimously.

B. New Business

1. Resolution 2016-08: County-Wide Automatic Aid/Mutual Aid Agreement
Chief Anderson discussed with the board, to include an addendum referencing Immokalee's Volunteer Firefighters that may not be certified as First responders, EMT's, or Paramedics, but only have CPR and First Aid in addition to Firefighter.

- a) Public comment

None

Commissioner Brister motioned to approve the agreement with the amendment that Chief Anderson has recommended and Commissioner Olesky seconded the motion. Motion carries unanimously.

11) Concerns of Commissioner

None

12) Public Comment: Limit of 3 minutes per person

Travis Anderson mentioned that there are 2 policies that speak about weapons; 701 Employee Conduct and 709. Chief Anderson mentioned that they address illegal weapons, not legally possessed weapons. Travis mentioned are the fire fighters allowed to carry concealed weapons to work? There are many policies that have been violated. Commissioner Goodnight mentioned to have the consultant address the policies and give a report to Commissioner Brister. Attorney Thompson asked Travis Anderson if he wants to meet with Mr. Hill. Travis Anderson said yes. Travis continued, but Commission Chair Goodnight mentioned that he was well over his three minutes. Chief Anderson mentioned that the Board would need to vote if they wanted to give him more time. Commission Chair Goodnight mentioned that they would have the attorney look at the policies.

Commissioner Brister asked about the new part-time finance position. Chief Anderson mentioned that he has been working with Chris from Labelle CPA on the job description and newspaper advertisement and that he has provided both drafts to Chris and Chris has not got back with Chief yet, but he will look at it so we can get it published.

13) Adjourn Meeting at 7:12pm

Next Scheduled Meeting(s):

- **Regular Board Meeting: January 12, 2017, 6 p.m.; Immokalee Fire Station 30, 502 New Market Rd E, Immokalee, FL 34142**



**Fire Prevention Monthly Report
December 2016**

New Construction:

See Mobile Eyes report

The following inspections are not in Mobile Eyes:

1. 25 Rough Fire Hydrant Inspections in Maple Ridge
2. 641 Final Fire 8006/8010 Helena Ct
3. 641 Final Fire 7998/8002 Helena Ct.
4. 641 Final Fire 7993/7989 Helena Ct.
5. 641 Final Fire 7997/8001 Helena Ct.

Existing Inspections:

See Mobile Eyes report

Re-Inspections:

See Mobile Eyes report

- 1.

Plan Review:

- 1.

Incident Response:

- 1.

Investigation:

- 1.

Flow Test:

- 1.

Public Education:

- 1.

Events:

1. Christmas Tree Lighting, Zocalo Park
2. Ave Maria Celebration of Lights and Parade
3. Ciclovia, Immokalee Community Park
4. Breakfast with Santa, Immokalee Community Park
5. "4th Annual Feria de Salud", Sunripe Tomato Zone 32
6. Christmas Around the World, 505 Escambia St.
7. Gift Wrapping Event at Guadalupe Center 509 Hope Circle
8. Community Event-Assist in unloading and sorting approx. 40k books for the Immokalee Community, Immokalee Community Park

Training:

1. Reasonable Fire Code Enforcement in Existing Buildings and NFPA 101A, Estero Fire Rescue Station 43, 21500 Three Oaks Pkwy, Estero, FL 33928

Meetings:

1. Various meetings with Chief Anderson, Dep. Chief Choate, Capt. Devan and the Shift Commanders.
2. Linda Simmons, NCFD – Site Development Plans
3. Insp. Tom Manning-Inspections
4. Florida Cert Association Board Meeting

Other:

Review System reports (Fire Suppression, Fire Alarm and Fire Sprinkler)

Work in Mobile Eyes

Enforce Fire Access at several construction sites in Ave Maria and Immokalee

Inspection Volume

1/3/2017 3:29:24 PM

Filters:

- Inspection Source: **Internal Department Only**
- Start Date: **12/1/2016 12:00:00 AM**
- End Date: **12/31/2016 11:59:59 PM**
- Inspector: **-all-**
- Occupancy Type: **-all-**
- IFC Occupant Class: **-all-**
- Occupancy Number: **-all-**
- Zip Code: **-all-**
- Address: **-all-**
- Street Name: **-all-**
- Inspection Type: **-all Fire Safety types-**
- Section Number: **-all-**

Volume by Inspector

Manning, Thomas	# of Inspections ¹	Violations Cited	Occupant Sq. Ft.
Annual ^{FS}	1		2,441
BTR Inspection ^{FS}	1		1,800
Re-inspect ^{FS}	1		2,441
BTR Inspection (1)			
Total ¹³			
Total	3	3	6,682

Rodgers, Leo	# of Inspections ¹	Violations Cited	Occupant Sq. Ft.
Annual ^{FS}	3		13,160
BTR Inspection ^{FS}	4		6,523
NC - 610 Penetration Protection ^{FS}	2		0
NC - 616 Fire Alarm-Rough ^{FS}	1		0
NC - 617 Final Fire Alarm ^{FS}	1		0
NC - 619 Elevators During Alarm ^{FS}	1		161,864
NC - 629 Emergency Lighting ^{FS}	4		165,460
NC - 632 Fire Extinguisher ^{FS}	4		165,460
NC - 641 Final Fire ^{FS}	6		165,460
Re-inspect ^{FS}	4		174,288
Annual (1)			
BTR Inspection (2)			
NC - 619 Elevators During Alarm (1)			
Target Hazard (1)			
Total ⁵³			
Target Hazard ^{FS}	5		26,710
Total	35	7	878,925

Totals

	# of Inspections ¹	Violations Cited	Violations Cleared ²	Violations Remaining	Occupant Sq. Ft.
Annual ^{FS}	4				15,601
BTR Inspection ^{FS}	5				8,323
NC - 610 Penetration Protection ^{FS}	2				0
NC - 616 Fire Alarm-Rough ^{FS}	1				0
NC - 617 Final Fire Alarm ^{FS}	1				0
NC - 619 Elevators During Alarm ^{FS}	1				161,864
NC - 629 Emergency Lighting ^{FS}	4				165,460
NC - 632 Fire Extinguisher ^{FS}	4				165,460
NC - 641 Final Fire ^{FS}	6				165,460
Re-inspect ^{FS}	5				176,729
Target Hazard ^{FS}	5				26,710
Total⁵	38	10	8	2	885,607

¹ This is actually a count for the inspection type. A single inspection with two types will total as two not one.

² Cleared violations from re-inspections outside the date range ARE included if initial inspection falls within date range.

³ One re-inspection can encompass multiple inspection types - this is why the re-inspection type-specific total is frequently greater than the # of inspections.

^{FS} Fire Safety Inspection.

⁵ Filtering out portal inspections can cause violations cited to be less than violations cleared (violation cited count comes from both department and portal inspections, while violations cleared only come from department inspections).

Invoices Billed/Collected Details

1/3/2017 3:51:27 PM

Filters:

- Billed: Invoice Start Date: **12/1/2016 12:00:00 AM**
- Billed: Invoice End Date: **12/31/2016 11:59:59 PM**
- Collected: Line item paid Start Date: **12/1/2016 12:00:00 AM**
- Collected: Line item paid End Date: **12/31/2016 11:59:59 PM**
- Inspector: **-all-**
- Section Number: **-all-**
- Invoice Type: **Both**
- Include uncommitted: **No**
- Occupancy Number: **-all-**
- Zip Code: **-all-**
- Location: **-all-**
- Inspection Type: **-all-**

Billed by Inspector

Inspector, Pre-Bill	Count	Billed	
New Construction Fees ²	1	\$50.00	(Pre-bill or non-linked invoice) (Pre-bill or non-linked invoice)
Plan Review	1	\$594.22	
Inspector Subtotal	2	\$644.22	

Manning, Thomas

	Count	Billed
Annual	1	\$0.00
BTR Inspection	1	\$0.00
Business Tax Receipt Fire Safety Inspection ²	1	\$75.00
Occupant Load changes and re-calculation ²	1	\$100.00
Inspector Subtotal	4	\$175.00

Rodgers, Leo

	Count	Billed
01 Fire Safety Inspections for Existing Buildings (Inspection 0-3,000 sq. ft.) ²	1	\$75.00
02 Fire Safety Inspections for Existing Buildings (Inspection 3,001-30,000 sq. ft.) ²	2	\$200.00
Annual	2	\$0.00
BTR Inspection	4	\$0.00
Business Tax Receipt Fire Safety Inspection ²	4	\$300.00
Daycare Facility (non-home daycare) ²	3	\$150.00
NC - 619 Elevators During Alarm	1	\$0.00
New Construction Fees ²	2	\$100.00
Re-inspect	1	\$0.00
Target Hazard	3	\$0.00
Inspector Subtotal	23	\$825.00

Billed Totals

01 Fire Safety Inspections for Existing Buildings (Inspection 0-3,000 sq. ft.) ²	1	\$75.00
02 Fire Safety Inspections for Existing Buildings (Inspection 3,001-30,000 sq. ft.) ²	2	\$200.00
Annual	3	\$0.00
BTR Inspection	5	\$0.00
Business Tax Receipt Fire Safety Inspection ²	5	\$375.00
Daycare Facility (non-home daycare) ²	3	\$150.00
NC - 619 Elevators During Alarm	1	\$0.00
New Construction Fees ²	2	\$100.00
Occupant Load changes and re-calculation ²	1	\$100.00
Re-inspect	1	\$0.00
Target Hazard	3	\$0.00

(Pre-bill or

New Construction Fees ²	1	\$50.00	non-linked invoice)
Plan Review	1	\$594.22	(Pre-bill or non-linked invoice)
Total	29	\$1,644.22	

Collected by Inspector (Voided invoices excluded)

Inspector, Pre-Bill	Count	Collected	
New Construction Fees ²	1	\$50.00	(Pre-bill or non-linked invoice)
Plan Review	1	\$594.22	(Pre-bill or non-linked invoice)

Inspector Subtotal w/o write-offs	2	\$644.22
Write-offs	0	\$0.00
Inspector Subtotal	2	\$644.22

Manning, Thomas	Count	Collected
BTR Inspection	1	\$0.00
Business Tax Receipt Fire Safety Inspection ²	1	\$75.00
Occupant Load changes and re-calculation ²	1	\$100.00
Inspector Subtotal w/o write-offs	3	\$175.00
Write-offs	0	\$0.00
Inspector Subtotal	3	\$175.00

Rodgers, Leo	Count	Collected
01 Fire Safety Inspections for Existing Buildings (Inspection 0-3,000 sq. ft.) ²	1	\$75.00
Annual	2	\$0.00
BTR Inspection	3	\$0.00
Business Tax Receipt Fire Safety Inspection ²	4	\$300.00
Daycare Facility (non-home daycare) ²	1	\$50.00
NC - 619 Elevators During Alarm	1	\$0.00
New Construction Fees ²	1	\$50.00
Re-inspect	1	\$0.00
Target Hazard	3	\$0.00
Inspector Subtotal w/o write-offs	17	\$475.00
Write-offs	0	\$0.00
Inspector Subtotal	17	\$475.00

Collected Totals (Voided invoices excluded)

01 Fire Safety Inspections for Existing Buildings (Inspection 0-3,000 sq. ft.) ²	1	\$75.00
Annual	2	\$0.00
BTR Inspection	4	\$0.00
Business Tax Receipt Fire Safety Inspection ²	5	\$375.00
Daycare Facility (non-home daycare) ²	1	\$50.00
NC - 619 Elevators During Alarm	1	\$0.00
New Construction Fees ²	1	\$50.00
Occupant Load changes and re-calculation ²	1	\$100.00

1/3/2017

MobileEyes

Re-inspect	1	\$0.00	
Target Hazard	3	\$0.00	
New Construction Fees ²	1	\$50.00	(Pre-bill or non-linked invoice)
Plan Review	1	\$594.22	(Pre-bill or non-linked invoice)
Subtotal w/o write-offs	22	\$1,294.22	
Write-offs		\$0.00	
Total	22	\$1,294.22	

¹Indicates text that has been cropped for display purposes and carriage returns replaced with "/"

²Indicates a standard template category. Actual line item text may vary.

Dec-16

<i>IMMOKALEE FIRE APPLICATION FEES</i>	<i>#</i>	<i>COLLECTED</i>
FIRE - Application - TENT	4	\$ 200.00
FIRE Application - Alarms Monitoring	1	\$ 100.00
FIRE Application - Architectural	3	\$ 379.30
TTLS	8	\$ 679.30

<i>IMMOKALEE FIRE REVIEW FEES</i>	<i>#</i>	<i>COLLECTED</i>
FIRE REVIEW MINIMUM FEE	1	\$ 100.00
TTLS	1	\$ 100.00

<i>IMMOKALEE FIRE INSPECTION FEES</i>	<i>#</i>	<i>COLLECTED</i>
FIRE Inspection - Alarm Monitoring	1	\$ 100.00
FIRE Inspection Minimum Fee - (not otherwise noted)	1	\$ 100.00
FIRE Inspection Tent	4	\$ 400.00
TTLS	6	\$ 600.00

TOTAL FEES \$ 1,379.30

<i>IMMOKALEE IMPACT FEES</i>	<i>#</i>	<i>COLLECTED</i>
Fire Impact Fee - Immokalee - Non Res	0	\$ -
Fire Impact Fee - Immokalee - Res	30	\$ 86,459.01
Transfer from Deposit	1	\$ (3,330.00)
TTLS	31	\$ 83,129.01

STATUS REPORT: DECEMBER, 2016

Michael J. Choate, Deputy Fire Chief

Completed Projects

- Employee EMT and Paramedic Recertification's (2 Years)
- Forestry 50/50 Grant Successfully Written and Awarded w/ BC Mendoza
- Fire Rescue East Conference Registration and Conference Planning
- All Probationary Firefighter 9 Month Evaluations from BC's
- Collier County Fire Chief's Association County Wide Mutual Aid Agreement
- Probationary Firefighter Evaluation Form
- Firefighter Safety Program Revision
- Separate Promissory Note For Employees

On Going Projects

- Payroll Issues with ESI (Several Man Hours...)
- Employee Investigation.....
- Complete Overhaul of Training Division
- Working to Standardize all Medical Equipment Throughout Entire Department
- Employee Reimbursements for EMT/Paramedic License
- Skid Unit with Water Tank for New (Refurbished) Brush Truck
- IFCD Comprehensive 5 Year Strategic Plan with...
- IFCD 5 Year Capital Improvement Plan
- Station-30 Bay Extension/Addition
- Station-30 Parking Lot Resurfacing (Contractor Coordination)
- Station-30 Complete Kitchen/Dining Room Remodel
- New Hire Employment Standards Contract (Ken Thompson)
- Online Uniform Store (Each Employee will have to ability to order with Allowance)
- Graphics Change on Tower, T-32 to T-30
- Volunteer Firefighter Recruitment Process – SOG# 100.36
- Volunteer/Reserve Firefighter Handbook
- "Do you Have What it Takes?" Volunteer Firefighter Recruitment
- Small Unmanned Aircraft (Drone) SOG
- Active Shooter Training and County Wide Uniform SOG
- Response to Mass Violence Events SOG
- Collier County Fire District's/Departments Operating Plan with Division of Forestry
- Annual Health Check/Physical Strategic Plan
- National Purchasing Partners, Cooperative Purchasing Agreement
- Fire Prevention Company Inspection Form and SOG

Purchases/Quotes

- Extrication Glove Sizing and Purchase
- Medical Equipment Research and Purchase
- TecGen Rescue-80 Extrication/Brush gear – 33 sets
- Scott Airpack Purchase \$252,000.00 – Complete Change Out (AFG Grant Funded)
- Thermal Imaging Camera's Purchase – Individual vs Truck Replacement

- **Body Armor Purchase, “Piggy Back” from North Collier – 8 Complete Sets**
- **Water Rescue Gear – 5 Complete Sets with Instructor Set**
- **UTV Wildland/Patient Transport Vehicle with Trailer**
- **Multiple Tools Appliance Purchase**
- **Awning/Shelter for Tower-32**

Meetings Attended

- **12/01 County Wide Operations Meeting**
- **12/01 County Wide Communications Meeting**
- **12/01 Owen Ames Kimball, Station-30 Bay Extension**
- **12/01 Shift Officers Meeting**
- **12/02 Del-Webb**
- **12/05 Shift Officers Meeting**
- **12/06 Shift Officers Meeting**
- **12/07 North Collier Fire Interview Panel**
- **12/08 DE Crews, Paramedic School**
- **12/10 Brief Safety Committee Meeting**
- **12/15 County Wide Operations Meeting**
- **12/15 County Wide Communications Meeting**
- **12/15 IFCD Board of Commissioners Meeting**
- **12/16 State Fire Marshal’s Office Investigator (Training Burn Incident)**
- **12/16 IFCD Christmas Party**
- **12/19 Graphics Change Conference Call with Vendor/E-One**
- **12/20 Owen Ames Kimball, Station-30 Bay Extension**
- **12/21 Collier County Fire Chief’s Association Meeting/Luncheon**
- **12/23 Holiday**
- **12/26 Holiday**
- **12/28 Argo 8x8 UTV Demo Here at Station-30**
- **12/28 Meeting with Union Leadership**

Training

- **Cancelled December Training ☹**

Other Notables

- **Sidewalk Completed with Holes Patched on New Market Entrance**
- **Multiple Problem Areas with Station-32 Parking lot and surrounding areas**
- **Working Closely with North Collier on our Bunker Gear Cleaning and PM**
- **Working Closely with North Collier on our Prevention Interlocal Agreement**
- **Working Closely with North Collier on our Fleet Maintenance**
- **Working Closely with North Collier and Greater Naples to Unify FF Training**
- **Working to Overhaul All Information Technology**
- **Working With LaBelle CPA for Quickbooks “Tutorial”**

**CHIEF'S REPORT AND UPDATE
FIRE CHIEF PAUL ANDERSON, JR.**

January 5, 2016

Commissioners:

I want to begin by once again extending my appreciation to each and every one of you for the opportunity to be Fire Chief of the Immokalee Fire Control District. It is truly an honor and a privilege. I have had another extremely busy month, requiring extensive hours of work.

I have attended the following group meetings in the last month:

- Monthly IFCD Commission meeting
- IFCD Staff meeting
- IFCD Safety Committee meeting
- Immokalee MSTU Meeting
- Immokalee CRA Meeting
- Chamber of Commerce meeting
- Chamber of Commerce Board meeting
- Rotary Club of Immokalee
- Collier County Fire Chiefs Association meeting
- CCFCA County-wide Operations Group meeting
- CCFCA County-wide Communications Group meeting
- Federal Promise Zone Infrastructure Task Force meeting
- *Local Emergency Planning Council (LEPC)*
- Ave Maria Merchant's Association meeting
- (Ave Maria Stewardship Development District Board Meeting CANCELLED)

I have also attended the following additional meetings:

- Meeting with LaBelle CPA reference IFCD financial software and process, budget, accounts payable X 3
- *Meeting with State Representative Byron Donalds*
- Telephone conferences between IFCD staff and ESI staff and owner (current payroll vendor) X 3
- Meet with Builder Reference Additional Bay Construction, Station 30
- Meeting with Representative from State Fire Marshal Office of Firefighter Safety
- Meet with contractor reference repaving Station 30 parking lot
- Employee inquiry meetings
- Meetings reference new and revised SOG's
- Telephone Conferences with Attorneys X 2
- Meeting with FD Attorney
- Meetings reference Air Pack Grant purchase
- Demonstration of ARGO ATV
- Meetings with Local 4657 representatives X 3
- Meeting with Senator Passidomo, Representative Donalds, County Commissioner McDaniels, County Manager Ochs, and Fire Commission Chair Goodnight reference distribution of Seminole Casino Gaming Compact revenue
- Meeting with County Commissioner McDaniel and Commission Chair Goodnight reference property for Ave Maria Fire Station
- Meeting with Mechanic ref fleet and facilities maintenance

**CHIEF'S REPORT AND UPDATE
FIRE CHIEF PAUL ANDERSON, JR.**

January 5, 2016

- Meeting with Training Captain ref Volunteer Program X 3
- Meeting with staff ref Explorer Post/Fire Rescue Cadet Program
- Meeting with Fire Marshal
- Multiple meetings with Deputy Fire Chief
- Meetings with individual Commissioners
- Meetings with individual members of the organization as time permits

I have represented IFCD attending the following community events:

- Immokalee Christmas Around the World Gala
- Funeral for Orlando FD District Chief

I have completed the following training/classes:

- EMT Recertification hours
- Family and Medical Leave Act Overview

I plan to attend the following training sessions:

- Fire-Rescue East Conference, January 18 – 21, Daytona
- Pediatric Disaster response, January 24 & 25, Cape Coral Hospital
- FASD Quarterly Training and Meeting, January 27, Lee County Mosquito Control
- Fair Labor Standards Act for the Fire Service, January 31 – February 2, Georgetown, TX
- Managing Discipline Issues in the Fire Service, February 21 – 22, Miami

IFCD Units and personnel have attended the following community events:

- Public Fire Education with numerous elementary school and Pre-K classes
- Fire Station Tours at Station 30 and Station 31
- 4th Annual Feria De Salud, Sunripe Tomato
- Immokalee Christmas Around the World Parade and Gala
- Various Christmas events
- CPR For Citizen Classes

Personnel have completed the following training:

- Structural Firefighting training in acquired structures at farmworker's Village
- LCEC Utility Familiarization and Electrical Emergencies
- Personnel are completing the weekly in-service training each week, both fire and EMS
- PGIT Safety Classes on-line
- EMT Recertification CEU's
- EMS Skills review
- Reserve and Volunteer Firefighter training
- Florida Firefighter I certification class for new Volunteers, on-line portion in process

The following training classes will be scheduled to be offered here in Immokalee:

- Structural Firefighting training in acquired structures at farmworker's Village, Dec.-Jan.
- Air Monitoring for Hazardous Materials, TBD (grant funded through LEPC)
- Chemical Suicide Awareness and Response training, TBD (grant funded through LEPC)

**CHIEF'S REPORT AND UPDATE
FIRE CHIEF PAUL ANDERSON, JR.**

January 5, 2016

- Clandestine Drug Lab Response, TBD (application submitted for LEPC Grant funds)
- Hazardous Materials Technician, TBD (application submitted for LEPC Grant funds)
- Confined Space Rescue Technician, TBD (application submitted for LEPC Grant funds)

The following community events are scheduled:

- Ave Maria Artisan Market, Tuesdays 10am – 3pm, January 3 – April 25
- Ave Maria Live Music in Town Center, Thursdays 1pm – 4pm, January 12 – April 27
- Ave Maria Family Fun Fridays, January 20, February 24, March 31, April 28, 4pm – 6pm
- Center Ring Circus, January 25 & 26, Airport Park
- Great American Saturday Event, January 28th, 10am – 6:30pm, Ave Maria Town Center
- 7th Annual Steak Cook-Off, Ave Maria Town Center, January 28, 10am
- Ave Maria Warmest Winter Ever, February 18 3pm – 6pm
- Ave Maria Blues, Brews, and Bar-B-Q, February 25 11am – 5:30pm
- wannaGOFast Exotic Auto Racing Event, March 24 – 27, Immokalee Airport
- Ave Maria Land Shark Luau, March 25 11am – 5:30pm

All personnel completed their annual physicals. I was elected to a second term as the *Secretary/Treasurer of the Collier County Fire and EMS Chiefs Association*. My appointments by the County Commission for me to represent public safety in Immokalee on both the Immokalee CRA and MSTU Advisory boards have been made official and I have attended my first meetings of both boards as an official member of the Advisory Boards.

We have been notified that our grant application to the Florida Department of Agriculture Rural Community Firefighting 50/50 matching grant program for the purchase of the pump/tank skid unit for our additional brush truck was approved for the amount of \$9,050.

I continue to attend meetings involving the Promise Zone, working towards getting as much funding as possible funneled into the Immokalee community. I submitted requests for the Promise Zone Infrastructure Task Force to work towards Community Development Block Grant (CDBG) funding for two projects; construction of Fire Station 31 and replacement of Ladder-30 apparatus. I will be seeking both USDA funding and HUD CDBG funding for those projects, with the ladder truck having a strong possibility of being fully funded with CDBG funding.

I had a meeting with Commission Chair Goodnight, County Commissioner McDaniels, County Manager Leo Ochs, Senator Kathleen Passidomo, and Representative Byron Donalds regarding a proposed revision to Florida Statute 285.710 regarding the distribution of revenue from the Gaming Compact between the State of Florida and the Seminole Tribe specific to the Immokalee casino. I had previously contacted Senator Latvala's office and Senator Hutson's office regarding this topic and request Senator Latvala has been appointed as the Chair of the Appropriations Committee and is also on the Joint Legislative Budget Commission. I had originally proposed that the statute be amended from 100% of the revenue from the Immokalee casino going to Collier County to 56% to Collier County, 24% to Immokalee Fire Control District, and 20% to the Immokalee Lighting and Beautification MSTU. Our meeting focused on the Fire District's requested percentage. Both state legislators suggested that we

CHIEF'S REPORT AND UPDATE
FIRE CHIEF PAUL ANDERSON, JR.

January 5, 2016

attempt to work out a distribution acceptable to both the FD and the County prior to attempting an amendment to the statute. It appears that we have support from our state legislators as well as our County Commissioner for this endeavor and we will be attending other meetings on the subject in the near future. I still may need to travel to Tallahassee to discuss this during the legislative session in March, however it appears that I may not need to visit as many legislators as I had previously thought, as Senator Passidomo and Representative Donalds committed to work on pushing it forward if the FD and the County come up with an agreed upon percentage.

Commission Chair Goodnight and I had a meeting with County Commissioner McDaniels regarding the property for Fire Station 32 in Ave Maria. He was receptive to our position and will speak with County staff about splitting the property ownership between IFCD and the County and both the County and IFCD accepting the property in exchange for credits on future Impact Fees. He requested if IFCD could construct our building with one wall on the property line (probably the apparatus bay exterior wall) so it could serve as a common wall to facilitate the County simply constructing an addition onto that building when they are ready to build the EMS and Sheriff facility. He also requested if IFCD could provide adequate retention for the entire project on our portion of the property, with an understanding that the County will provide additional parking on their portion of the property at the time of their construction, as providing all of the retention on ours would limit the amount of parking we have. We will be scheduling further discussions with both Commissioner McDaniels and County staff.

The application period for the FY 2016 SAFER Grant opens next week and closes February 10th. FEMA expects to make grantee selection in May, 2017, with funds to begin being awarded in June, 2017. Unfortunately, that means that IFCD is not eligible to apply for a SAFER Grant in this round due to currently having an active SAFER Grant with a period of performance not ending until November, 2017. Both the AFG and SAFER Grant cycles have been delayed for two years due to the US Congress delaying approval of the federal budget on at least two separate occasions. FEMA is attempting to play catch-up with the grant cycles. With that being said, it is possible that the FY 2017 SAFER Grant application period may open around October or November 2017, at which time we would be eligible to apply for a FY 2017 SAFER Grant, which could possibly be awarded around March or April of 2018 (mid-way in the 2017-2018 budget). *This, of course, is totally dependent on Congress approving the federal budget on time this coming federal fiscal year with the SAFER Grant program still funded.*

Staff and I have continued to work with the staff of LaBelle CPA regarding our financial processes, budget, accounts payable, and payroll. The new QuickBooks software has been installed and configured with the new budget chart of accounts for both the General Fund and Impact Fee Fund and we are currently working on completion of the payroll module. I have worked with LaBelle CPA to develop a job description and applicant requirements for the part-time administrative position and that position has been advertised in the Naples Daily News, Immokalee Bulletin, and Caloosa Belle newspapers, as well as our website and our Facebook page, with a deadline for applications of January 9th. I will be reviewing all applications with Chris Soud from LaBelle CPA, who will also interview each candidate selected for an interview and be primary for selection of the candidate to hire.

**CHIEF'S REPORT AND UPDATE
FIRE CHIEF PAUL ANDERSON, JR.**

January 5, 2016

Staff and I continue to work on quotes for re-paving the parking lot at Station-30. It is currently in extremely poor condition. The cost of this has been included in the FY 2016-2017 budget. Staff and I have reviewed all of the quotes with Owen-Ames-Kimball for adding an entire additional bay to the south side of Station 30 to accommodate the Tower-Ladder. The contractors have been selected and OAK is in the permitting process with Collier County. Funding for this project was also included in the FY 2016-2017 budget. Repaving of the parking lot will be scheduled to coincide with completion of the apparatus bay construction. I will be contacting Collier County Growth Management to determine what is involved in the permitting process for repaving an existing parking lot and will then determine if I will take care of the permitting applications myself in order to save money or have OAK perform those functions.

I have continued to work extra hours every week in an effort to accomplish everything that needs to be accomplished, averaging 65 hours per week for the month of December. I have an additional 30 hours so far in the first 5 days of January. This was due to continuing to work with the union on the collective bargaining agreement, research and work on grants, public records requests, historical payroll data, research from accusations, and dealing with personnel issues. Our vacation trip planned for the Christmas Holidays was cancelled due to the health of my daughter as well as the fires in Gatlinburg, TN, which was going to be our destination. In an effort to spend some time with my family, I am planning to take off the afternoons of Friday January 20th, Friday January 27th, and all day Friday February 17th. Our vacation trip has been postponed until March.

In closing, I would like to say that I have enjoyed working with the men and women of Immokalee Fire Control District the past three years and ten months and I look forward to a long and successful road ahead for the entire District.

If you have any questions or concerns, please do not hesitate to contact me either at the office or on my cell phone, 239-980-0210.

Paul Anderson, Jr., Fire Chief

PART-TIME FINANCE TECHNICIAN

The Immokalee Fire Control District is accepting applications for the position of Part-Time Finance Technician. Position requires knowledge of business English, spelling, and punctuation in order to prepare documents and compose letters; knowledge of office practices and procedures; complete working knowledge of QuickBooks software including accounts payable, payroll, and bank reconciliations; and good working knowledge of MS Word and Excel. Education requirements include high school diploma and classes in financial software. *AS Degree in administration or finance is preferred (years of experience in administration and/or finance may be substituted for degree)*. Minimum of (2) years' experience in accounting, finance, payroll, and accounts payables. Government employment experience preferred. A complete job description is available on the District website at www.immfire.com. Applications may be obtained from IFCD website or at IFCD Administrative Offices. Completed applications must be submitted to Fire Chief Paul Anderson, 502 New Market Rd E, Immokalee, FL 34142 and be received no later than 5 p.m. 01/06/17. IFCD is a Drug Free Workplace and Equal Employment Opportunity Employer.



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142

Board of Fire Commissioners



Action Item Worksheet

Agenda Item: 9.F.	Prepared by: P. Anderson
Subject: Status of Current Contracts	Date Prepared: 2017-01-05
Meeting Date: 2017-01-12	

BACKGROUND: Status of contracts in place between IFCD and various other government entities and vendors.

Current contracts with expiration dates are as follows;

- (1) Heavy Equipment Repair Services, Mechanic Services, expired June 15, 2016; **month-month until work is caught up, after which 45-day notice will be provided for termination.**
- (2) Breathing Air System contract month-to-month; **negotiating annual renewal**
- (3) Website and Social Media Site Archiving Service contract expires May 30, 2017
- (4) Employee Physical Examination NFPA 1582 & 1583 contract expires Sept. 30, 2017
- (5) Mabry Brothers, Generator Maintenance, expires September 30, 2017, automatic renewal
- (6) Lawn Maintenance agreement expires September 30, 2017, automatic renewal
- (7) On-Line Training service contract expires September 30, 2017, automatic renewal
- (8) Copy Machine contract expires October 31, 2017
- (9) Architect, Engineer, and Builder contracts expire November 30, 2017
- (10) ACA Health Insurance Reporting to IRS, Admin America, expires December 22, 2017
- (11) User Fee Billing contract automatically renewed for 1 year; expires December 31, 2017
- (12) Accountant and Finance Services assistance contract with Labelle CPA expires 12/31/17
- (13) Fire Assessment Fee Consultant contract expires January 13, 2018
- (14) Financial Auditor contract expires September 30, 2019

FUNDING SOURCE / FINANCIAL IMPACT: Funding source is various line items in General and Impact Fee funds.

RECOMMENDATION: This item is primarily for informational purposes only. Any item that a Commissioner wishes to discuss may be pulled from the consent agenda.

POTENTIAL MOTION: No motion necessary at this time; Board direction only.



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142

Board of Fire Commissioners



Action Item Worksheet

Agenda Item: 9.G.

Prepared by:

P. Anderson

Subject: Revisions to Commissioner Handbook

Date Prepared:

2017-01-05

Meeting Date: 2017-01-12

BACKGROUND: Periodic revisions to IFCD Commissioner Guidelines are necessary from time to time as well as at times when individual Commissioners propose a change or update. The following proposed revisions fall into both of those categories.

1. ARTICLE VI OFFICERS

Commissioner Brister has proposed the following revision to alleviate the possibility of Commission officer positions (Chair, Vice Chair, and Secretary/Treasurer) becoming vacant for a period of three months from November to January in the event that a Commissioner holding one of those offices is not re-elected. This would simply change the date of election of officers from the January meeting to the November meeting and also covers the possibility of the November regular meeting being cancelled or re-scheduled, in which case the officer elections would occur at the first meeting following the general election.

At the ~~January~~ November regular meeting or the first meeting following a regularly scheduled November general election, the Board shall elect a Chairman, Vice-Chairman, and a Secretary/Treasurer, all of whom shall serve for a period of one year or until replaced.

2. ARTICLE XVII EFFECTIVE DATE

Remove wording referring to adoption by resolution and require simple adoption by the Board by majority vote. Also, update names of currently seated Commissioners.

These Guidelines shall become effective upon adoption ~~of a resolution~~ by the Board of Commissioners.

3. COMMUNITY, DISTRICT, AND DEPARTMENT OVERVIEW

THE COMMUNITY

The District serves the unincorporated communities of Immokalee and Ave Maria, and as well as the surrounding residential and agricultural areas in northeastern Collier County, Florida. ~~The District also provides contract services for fire protection to the Seminole Tribe of Florida's Indian Reservation and Casino located within the District's boundaries.~~ The Immokalee Fire Control District is characterized by a rural, tight knit community setting amongst many acres of agricultural crops.

THE DISTRICT

The Fire Chief is employed by the Board of Commissioners and serves as the District's administrator, as well as the director of the department's operations. The Fire Chief is supplemented by a staff consisting of one Deputy Fire Chief, one Division Chief/Fire Marshal, and one Volunteer Coordinator/Training Officer. There are three Battalion Chiefs, three 1st Lieutenants, six 2nd Lieutenants, nine Engineers, and 18 nine Firefighter/EMT/Paramedics divided between three 24-hour shifts that work a continual rotation. Administrative Support staff includes an Administrative Assistant Secretary, part-time IT/Logistics Coordinator, and part-time Finance Technician. Services for fleet maintenance and repair are provided by an EVT certified mechanics under contractual agreement with a neighboring fire district as well as other vendors. Services for plans review and various fire inspections are also provided under contractual agreement with a neighboring fire district. Services for financial and payroll support and oversight are provided under contractual agreement with a CPA firm.

The current Organizational Structure for the District is outlined ~~above~~ below. Serving under the Board is the Fire Chief who is responsible for the day to day operations of the District and carrying out the policy decisions of the Board.

Also replace organizational chart (please see accompanying new organizational chart in packet).

GENERAL INFORMATION, Page 15

IMMOKALEE FIRE CONTROL DISTRICT **FIRE STATION INFORMATION**

Fire Administration - 239-657-2111 (Main Admin #) 502 New Market Road E, 34142
Fax 239-657-9489

Fire Prev/Ed/Insp 239-657-2700 502 New Market Road E, 34142
Fax 239-657-9489

Battalion Chief- 239-986-5403 502 New Market Road E, 34142

Station 30 - 239-657-8587 502 New Market Road E, 34142

Station 31 - 239-657-1756 1107 Carson Road, 34142

Station 32 - 239-348-0150 4817 Ave Maria Blvd, 34142

SENIOR STAFF

Paul Anderson, Jr., Fire Chief/District Manager, 239-980-0210

Michael Choate, Deputy Fire Chief, 239-986-7839

Leo Rodgers, Division Chief/Fire Marshal, 239-707-4829

Paul Devan, Training Captain/Volunteer Coordinator

LOCAL 4657 - OFFICERS

~~Tom Cunningham~~ Cody Rodgers, President

~~Daniel Gonzalez~~ Justin Strickland, Vice President

~~Josh Bauer~~ Derek Neuman, Secretary/Treasurer

COMMISSIONERS

Patricia Anne Goodnight, Chair

~~Travis Anderson~~ Joseph Brister, Vice-Chair

Edward "Ski" Olesky, Secretary/Treasurer

~~Terry Heath~~ Robert Halman, Commissioner

Bonnie Keene, Commissioner

CALENDAR OF EVENTS, Page 17

DEPARTMENT HOLIDAYS

New Years Day, Martin Luther King, Jr Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Eve, and Christmas Day. Patriot's Day (September 11th) is observed as a day for staff to attend September 11th memorial events, however is not an additional paid holiday.

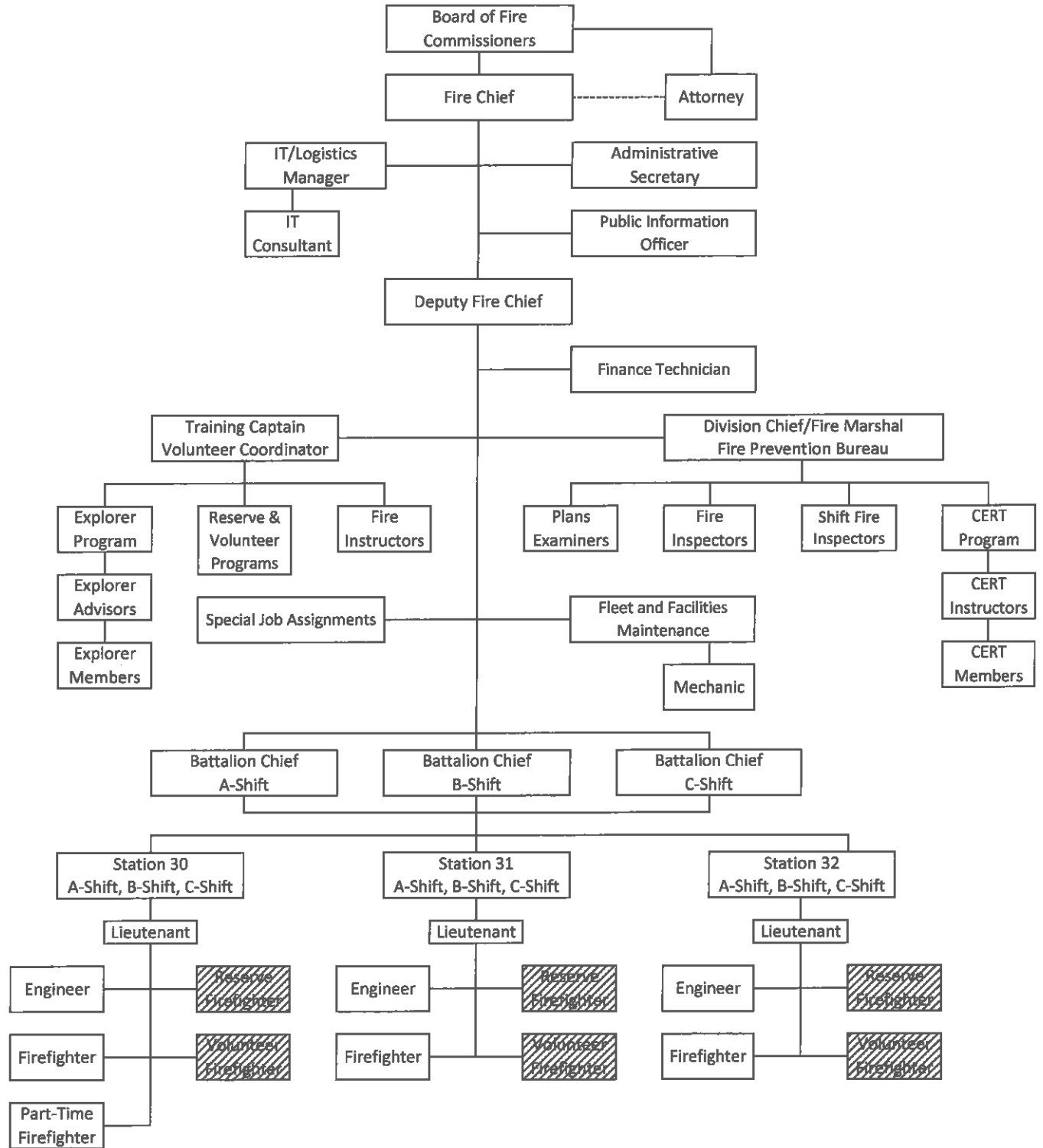
*When a Holiday falls on a Saturday or Sunday, the Administrative Offices are closed either Friday or Monday, respectively, that week.

FUNDING SOURCE / FINANCIAL IMPACT: No funding impact.

RECOMMENDATION: Staff recommendation for approval as proposed.

POTENTIAL MOTION: Included in motion to approve Consent Agenda.

**IMMOKALEE FIRE CONTROL DISTRICT
ORGANIZATIONAL CHART**





Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142

Board of Fire Commissioners

Action Item Worksheet



Agenda Item: 9.H.

Subject: Fire Station 31 and 32 Construction

Meeting Date: 2017-01-12

Prepared by:

P. Anderson

Date Prepared:

2017-01-05

BACKGROUND – Station 31: Staff and I have continued to research the possibility of combining both Station 30 and Station 31 into one central fire station in the center of town and have been in contact with three different property owners for potential sites. I will be having further discussions with both Mr. Blocker regarding his property on the curve of SR29 where Main St. and N 15th St. meet as well as Mr. Soto regarding his property adjoining Roberts Ranch at the intersection of Main St. and 11th St. I have submitted a request to the Promise Zone Infrastructure Task Force to consider the Fire Station 31 project for CDBG funding. I will be scheduling a meeting with Kimberly Grant at Collier County Government to discuss the application process for the CDBG funding. I also spoke with US Congressman Mario Diaz-Balart, who committed to supporting Immokalee Fire in an effort to secure USDA funding through the Promise Zone initiative for the Fire Station 31 project.

FUNDING SOURCE / FINANCIAL IMPACT: If we replace Station 31 on Carson Rd., the construction cost will need to be split between Impact Fee Funds and General Fund due to replacing an existing station at the same location. The General Fund portion will need to cover the square footage of our current station that we are replacing, with the balance of the square footage of the new station eligible for use of Impact Fee Funds. The General Fund portion currently is estimated at approximately 19.74% of the cost of construction. We were previously able to have funds budgeted for the General Fund portion of the cost of construction, however with the loss of revenue from the Seminole Tribe, those funds need to remain in the General Fund. When we are able to construct the station, it may be in the District's best interest to acquire a loan for a good portion of the cost to be covered out of the Impact Fee Fund and leave the majority of the impact fee funds in the bank to use for construction of Station 32. Our money market account that the impact fee funds are in is currently doing very well and we are receiving approximately \$1,100 each month in interest income.

If we replace both fire stations with a new central fire station in a separate location, it is possible that the entire cost may be eligible for use of Impact Fees. I will need to meet with both our attorney and our auditor to discuss the possibility of that.

RECOMMENDATION: Staff recommendation is to place this project on hold pending results of application for federal CDBG funding and federal USDA funding for this project.

POTENTIAL MOTION: No motion necessary at this time; informational purposes only.

BACKGROUND – Fire Station 32 Property and Construction: Barron-Collier's attorney sent IFCD a letter regarding their asking price for the property (\$4 per square foot; \$173,056 per acre), which would be covered through credits on future impact fees until the value of the land is recovered by Barron-Collier. At the Board's previous direction, I contracted with an appraiser to

provide the District with an appraisal on the property with a value per square foot. The appraisal came back above Barron-Collier's asking price. Attorney Thompson recommends that we have two separate appraisals done from two different appraisers, including one utilized by Collier County. I will be contacting Collier County staff to request a list of appraisers on the County's approved vendors list to get a second appraisal now that it looks like we may be moving forward with taking possession of this property with the assistance of County Commissioner McDaniels.

Commission Chair Goodnight and I had a meeting with County Commissioner McDaniels regarding the property for Fire Station 32. He was receptive to our position and will speak with County staff about splitting the property ownership between IFCD and the County and both the County and IFCD accepting the property in exchange for credits on future Impact Fees. He requested if IFCD could construct our building with one wall on the property line (probably the apparatus bay exterior wall) so it could serve as a common wall to facilitate the County simply constructing an addition onto that building when they are ready to build the EMS and Sheriff facility. He also requested if IFCD could provide adequate retention for the entire project on our portion of the property, with an understanding that the County will provide additional parking on their portion of the property at the time of their construction, as providing all of the retention on ours would limit the amount of parking we have. We will be scheduling further discussions with both Commissioner McDaniels and County staff.

FUNDING SOURCE / FINANCIAL IMPACT: Funding source for property parcel would be credits on future Impact Fees provided to Barron-Collier Corp.

The IFCD portion of the cost of construction would be through impact fees budgeted for this purpose. I believe there still may be an opportunity for even more cost savings if we could enter into an agreement with Barron-Collier for them to take care of the construction with their contractors, with their cost being reimbursed through partial credit on future impact fees from growth within the Ave Maria development and surrounding area, where the District collects a percentage of the impact fees due from Barron-Collier (possibly 50%) and Barron-Collier retains the balance (50%) until their cost of construction is recovered, at which time they would resume payment of 100% of impact fees due. This will accomplish several things that will benefit both the District and Barron-Collier. The District will benefit by not expending impact fee funds currently in the bank, meaning those funds can then remain in the bank for purchase of necessary additional apparatus and equipment as well as towards future needs of expansion at Station 30. This will benefit Barron-Collier by allowing them to devote funding that they would have paid in impact fees to other projects or to allow the ability for them to provide incentives for commercial development in Ave Maria, which in turn benefits the District through growth of the tax base.

RECOMMENDATION: To move forward with negotiations with Barron-Collier for IFCD to obtain only the portion of the property needed to satisfy our needs and let the County build their own building on their own parcel when they are ready for that project to be "on their priority list".

POTENTIAL MOTION: No motion necessary at this time; informational purposes only.



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142
Board of Fire Commissioners



Action Item Worksheet

Agenda Item: 12.B.1.	Prepared by:	P. Anderson
Subject:	Resolution 2017-01, Non-Ad Valorem Fire Assessment Fee	
Date Prepared:	2017-01-05	
Meeting Date:	2017-01-12	

BACKGROUND: I continue to work on the preliminary process with the Consultant for adopting the fire assessment fees. The process begins with the Board adopting a resolution advising the voters that the Board will be considering adopting non-ad valorem fire assessment fees and putting the question of the fire assessment fees to the voters. Passing the Resolution requires a public hearing that must be advertised in the newspaper once a week for four weeks prior to the hearing date, which were scheduled to be published in the Naples Daily News on 12/20/2016, 12/27/2016, 01/03/2017, and 01/10/2017. The resolution does not obligate the District to impose any assessment, it is merely a statutory prerequisite in order for the District to request collection of the non-ad valorem fees on the tax bill, followed by the District sending notification to the County Tax Collector, County Property Appraiser, and the State of Florida that the District is considering collecting non-ad valorem assessment fees on the tax bill. Additional steps must be taken to impose the assessment, including approval of the registered voters within the District by referendum which is referenced in the resolution. If the Board decides to move forward with the Fire Assessment Fees, the ballot question would either be on a special election ballot this year or be on the August ballot in 2018. If the referendum is approved by the voters, the District will have the ability to collect special assessments on the tax bill commencing in November 2017 if approved by special election in 2017, or commencing in November 2018 if approved on the August, 2018 ballot.

I have attached a description of non-ad valorem fire assessment fees and how they may be assessed. Please review this for your own information as well as to enable you to answer questions from your constituents.

FUNDING SOURCE / FINANCIAL IMPACT: No funding necessary.

RECOMMENDATION: I recommend that the Board adopt Resolution 2017-01 as written.

POTENTIAL MOTION: I motion to adopt Resolution 2017-01.

**IMMOKALEE FIRE CONTROL DISTRICT
NOTICE OF INTENT TO USE UNIFORM METHOD OF
COLLECTING NON-AD VALOREM ASSESSMENTS AND
NOTICE OF PUBLIC HEARING**

The Board of Commissioners ("Board") of the Immokalee Fire Control District (the "District") hereby provides notice, pursuant to Section 197.3632(3)(a), Florida Statutes, of its intent to use the uniform method of collecting annual non-ad valorem assessments to be levied within the District to partially fund the cost of providing fire protection and emergency medical services and facilities. The imposition of any such non-ad valorem assessments will be contingent upon approval of the electors of the District voting in a referendum to be held in the future. The Board will consider the adoption of a resolution stating its intent to use the uniform method of collecting the assessments for more than one year commencing in November 2017 as authorized by Section 197.3632, Florida Statutes, at a public hearing on January 12, 2017 at 6:00 p.m. in the Board Meeting Room at 502 New Market Road East, Immokalee, Florida 34142. Such resolution will state the need for the levy and will contain a legal description of the boundaries of the real property subject to the levy. A copy of the proposed form of resolution is on file at the Office of the District Secretary located at 502 New Market Road East, Immokalee Florida.

In the event any person decides to appeal any decision by the Board with respect to any matter relating to the consideration of the resolution at the above-referenced public hearing, a record of the proceeding may be needed and in such an event, such person may need to ensure that a verbatim record of the public hearing is made, which record includes the testimony and evidence on which the appeal is to be based. In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact Chief Paul Anderson at (239) 657-2111 at least seven days prior to the date of the hearing.

By Order of: Board of Commissioners, Immokalee Fire Control District

Publish on:
December 20, 2016
December 27, 2016
January 03, 2017
January 10, 2017

IMMOKALEE FIRE CONTROL DISTRICT

RESOLUTION NO. 2017-01

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE IMMOKALEE FIRE CONTROL DISTRICT STATING ITS INTENT TO USE THE UNIFORM METHOD OF COLLECTING NON-AD VALOREM ASSESSMENTS FOR MORE THAN ONE YEAR LEVIED WITHIN DISTRICT BOUNDARIES; STATING A NEED FOR SUCH LEVY; PROVIDING A LEGAL DESCRIPTION OF THE BOUNDARIES OF THE REAL PROPERTY SUBJECT TO THE LEVY; PROVIDING FOR THE MAILING OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE IMMOKALEE FIRE CONTROL DISTRICT AS FOLLOWS:

SECTION 1. AUTHORITY. This Resolution of the Board of Commissioners (the "Board") of the Immokalee Fire Control District (the "District"), is adopted pursuant Chapter 2000-393, Laws of Florida, Section 197.3632, Florida Statutes, and other applicable provisions of law.

SECTION 2. FINDINGS. It is hereby ascertained, determined and declared as follows:

(A) The Board is contemplating the imposition of special assessments, sometimes referred to as non-ad valorem assessments, against real property located within the District as described in Exhibit A hereto, to partially fund the delivery of fire protection and emergency medical services and facilities.

(B) The District's enabling legislation provides that any imposition of special assessments must first be approved by Referendum. Although no referendum for assessment purposes is currently scheduled, the Board may conduct an election seeking approval of such assessments in the near future.

(C) In the event the special assessments are approved by Referendum, the Board intends to use the uniform method for collecting the assessments for more than one year as authorized by Section 197.3632, Florida Statutes, which will allow such assessments to be collected annually, commencing in November 2017, in the same manner as provided for ad valorem taxes.

(D) The Board held a duly advertised public hearing for the purpose of considering the adoption of this Resolution, proof of publication of such hearing being attached hereto as Exhibit B.

SECTION 3. UNIFORM METHOD OF COLLECTING NON-AD VALOREM ASSESSMENTS.

(A) Subject Referendum approving the imposition of a special assessment and commencing with the ad valorem tax bills issued in November 2017, the District hereby announces its intention to use the uniform method of collecting non-ad valorem assessments for more than one year as authorized in Section 197.3632, Florida Statutes, as amended, for collecting non-ad valorem assessments for the cost of providing fire protection and emergency medical services and facilities within the District.

(B) The Board hereby determines that the levy of such assessments is needed to partially fund the cost of providing fire protection and emergency medical services and facilities to property located within the District.

(C) Adoption of this Resolution is solely for the purpose of complying with the statutory requirements that the District publicly announce to the Florida Department of Revenue, the Collier County Property Appraiser, and the Collier County Tax Collector before March 1, 2017 that it may levy non-ad valorem assessments and use the uniform method of collection. Adoption of this Resolution shall not be deemed to commit or require the District to impose any assessments, nor will the District seek to impose a special assessment without first obtaining elector approval, as required by law.

(D) Upon adoption, the District's general counsel, or his designee, is hereby directed to send a copy of this Resolution by United States mail to the Florida Department of Revenue, the Collier County Property Appraiser, and the Collier County Tax Collector by March 10, 2017.

SECTION 4. CONSTRUCTION; EFFECTIVE DATE. This Resolution shall be liberally construed to effect the purposes hereof and shall become effective immediately upon adoption.

THE FOREGOING RESOLUTION WAS OFFERED BY COMMISSIONER _____ WHO MOVED THE RESOLUTION'S ADOPTION. THE MOTION WAS SECONDED BY COMMISSIONER _____ AND, UPON BEING PUT TO A VOTE, THE VOTE WAS AS FOLLOWS:

Commissioner Patricia Anne Goodnight	_____
Commissioner Joseph Brister	_____
Commissioner Edward Olesky	_____
Commissioner Bonnie Keen	_____
Commissioner Robert Halman	_____

Passed in open and regular session of the Board of Commissioners of the Immokalee Fire Control District, Florida this 12th day of January, 2017.

IMMOKALEE FIRE CONTROL DISTRICT

By: _____
Patricia Anne Goodnight, Chair

Attest: _____
Edward Olesky, Secretary/Treasurer

EXHIBIT A

LEGAL DESCRIPTION OF THE IMMOKALEE FIRE CONTROL DISTRICT

All of those lands encompassed by/within the District boundaries as described in Chapter 2000-393, Laws of Florida, as may be amended from time to time. Such legal description is incorporated herein by reference and made a part hereof as if fully set forth herein.

EXHIBIT B
PROOF OF PUBLICATION

Naples Daily News

> Ad Proof

Sales Rep: Ivonne Gori (N9103)

Phone: (239) 262-3161

Email: ivonne.gori@naplesnews.com

> Account Information

Date: 12/01/16

Account Number: 532805 (N006756)

Company Name: IMMOKALEE FIRE CONTROL DISTR.

Contact Name:

Email: AValladares@immfire.com

Address: 502 E NEW MARKET ROAD, IMMOKALEE, FL, 34142-5001

Phone: (239) 657-2111

Fax: (239) 657-9489

> Insertion Information

This is a proof of your ad scheduled to run on the dates indicated below.

Please confirm placement prior to deadline by contacting your account rep at (239) 262-3161 .

Ad Id: 1386514 P.O. No.: Total Cost: \$1,179.76

Tag Line: IMMOKALEE FIRE CONTROL DISTRICT NOTI

Start Date: 12/20/16 Stop Date: 01/10/17

Number of Times: 4 Class: 16180 - Notice

Publications: ND-Naples Daily News, ND-Internet-naplesnews.com

> Ad Proof

I agree this ad is accurate and as ordered.

IMMOKALEE FIRE CONTROL DISTRICT NOTICE OF INTENT TO USE UNIFORM METHOD OF COLLECTING NON-AD VALOREM ASSESSMENTS AND NOTICE OF PUBLIC HEARING

The Board of Commissioners ("Board") of the Immokalee Fire Control District (the "District") hereby provides notice, pursuant to Section 197.3632(3)(a), Florida Statutes, of its intent to use the uniform method of collecting annual non-ad valorem assessments to be levied within the District to partially fund the cost of providing fire protection and emergency medical services and facilities. The imposition of any such non-ad valorem assessments will be contingent upon approval of the electors of the District voting in a referendum to be held in the future. The Board will consider the adoption of a resolution stating its intent to use the uniform method of collecting the assessments for more than one year commencing in November 2017 as authorized by Section 197.3632, Florida Statutes, at a public hearing on January 12, 2017 at 6:00 p.m. in the Board Meeting Room at 502 New Market Road East, Immokalee, Florida 34142. Such resolution will state the need for the levy and will contain a legal description of the boundaries of the real property subject to the levy. A copy of the proposed form of resolution is on file at the Office of the District Secretary located at 502 New Market Road East, Immokalee Florida.

In the event any person decides to appeal any decision by the Board with respect to any matter relating to the consideration of the resolution at the above-referenced public hearing, a record of the proceeding may be needed and in such an event, such person may need to ensure that a verbatim record of the public hearing is made, which record includes the testimony and evidence on which the appeal is to be based. In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact Chief Paul Anderson at (239) 657-2111 at least seven days prior to the date of the hearing.

By Order of: Board of Commissioners, Immokalee Fire Control District
December 20, 27, 2016 and January 3 & 10, 2017 No. 1386514

Thank you for your business. Our commitment to a quality product includes the advertising in our publications. As such, Gannett reserves the right to categorize, edit and refuse certain classified ads. Your satisfaction is important. If you notice errors in your ad, please notify the classified department immediately so that we can make corrections before the second print date. The number to call is 239-263-4700. Allowance may not be made for errors reported past the second print date. The Naples Daily News may not issue refunds for classified advertising purchased in a package rate; ads purchased on the open rate may be pro-rated for the remaining full days for which the ad did not run.



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142

Office of the Fire Chief



PROPOSED FIRE DISTRICT FUNDING SOURCE NON-AD VALOREM FIRE ASSESSMENT FEE – AVAILABILITY METHOD

Background:

Local governments are limited in their ability to raise revenues with which to pay for essential services such as police, emergency medical, and fire rescue services. Many governments rely primarily on property taxes to fund their fire department operating budgets. However, property tax revenues are dependent upon the value of real property which can fluctuate dramatically as a result of state or national economic downturns. Property tax revenues are also dependent, as well as reduced, by non-profit and tax-exempt status of properties as well as Homestead exemptions, resulting in many properties in a community not paying any property taxes at all. Local governments are generally limited in how much property tax millage they can impose and collect in a given year. Faced with property value reductions and state limits on millage, fire departments may face great pressure to reduce costs to the point of personnel layoffs, deferred maintenance and resulting reductions in quality of service.

Special assessments are a dedicated funding source available to local governments to fund all or a portion of their annual fire department budgets. Assessments offer flexibility with respect to the dollar amount imposed each year, are not as vulnerable to property value fluctuations, non-profit, tax-exempt, or Homestead Exemption status, and offer stability by reducing dependence upon property taxes alone. They can be an effective and efficient complement to a local government's overall fire department funding strategy.

We are proposing a non-ad valorem fire assessment fee that would be in combination with an ad valorem tax millage rate. Numerous homes in our district are valued near or below \$50,000. That coupled with a homestead exemption of \$50,000 results in those homeowners paying little or no taxes. Their neighbors with more valuable homes are basically paying for their fire protection. The same is true for multi-family complexes (apartment complexes) that are owned by a company that has a non-profit status, warehouses and packing houses in town that are associated with a local farm and receive the same agricultural exemption as the crop fields that are 20 miles away, and a multitude of other properties with various exemptions or non-profit status. Adoption of a fire assessment fee would result in all properties throughout Immokalee Fire Control District (IFCD), including those that currently pay no ad valorem taxes, paying something for fire protection. Currently, 60% of the total property value in IFCD is not paying ad valorem taxes due to some form of tax-exemption, Homestead Exemption, non-profit, or other status. The remaining 40% are carrying the burden of funding 100% of the Fire District, while many of their neighbors as well as neighboring businesses and commercial buildings are receiving fire protection for free (actually paid for by their neighbor, who is paying a higher tax millage rate due to the number of properties not paying taxes). The

fire assessment fee would enable the District to reduce the ad valorem millage rate so those properties currently paying Fire District taxes would pay less taxes; what they pay would simply be split between ad valorem taxes and the Fire assessment fee. This will also benefit those property owners in the future as property values continue to rise, as the reduced millage rate will have a compounding effect in savings on property taxes, while the fire assessment fee on the property parcel remains constant and does not normally rise. On the other hand, those who currently pay nothing for fire protection will at least be paying something. We are attempting to more equitably distribute the cost of fire protection among property owners.

Although the proposal would include a reduction in Fire District millage rate, that reduction in ad valorem revenue will be more than offset with a majority of the 60% of property value throughout the District that currently pays nothing, now paying for fire protection, resulting in an overall increase in revenue.

The proposal includes buildings owned by a recognized church and used solely for the church sanctuary to be excluded from paying the Fire assessment fee. The Board of Fire Commissioners would have the authority to exempt any other properties that they feel appropriate from the Fire assessment fee, with those properties continuing to pay nothing for fire protection.

We currently have nine Firefighters whose salaries and benefits are covered by a federal grant. Hiring those Firefighters enabled the District to staff an additional vehicle to respond to the increasing number of calls the District is experiencing as well as provide additional staffing for structure fire calls. The primary purpose of the fire assessment fee is to generate enough revenue to enable the District to retain those nine Firefighters after the period of the grant expires. Without the additional revenue, those nine Firefighters could face layoff along with a fire unit being taken out of service. The fire assessment fee is not solely for the purpose of salaries and benefits, but for the overall operation of the fire district, including generating revenue for replacement of equipment and vehicles when necessary. We are at a point where there are so many properties in our fire district that do not pay for the fire and emergency services that they are receiving that if they do not begin paying something the level of service provided for everyone, including those that currently pay, will end up being decreased.

The District has hired a consultant who is currently reviewing various data from the District, the Property Appraiser's Office, and the Tax Collector's Office to determine what the actual fee for various classifications of both residential and non-residential property should be. We will not know what those fees will be until late June or July. The IFCD Board of Commissioners will be holding public hearings to discuss the fees at both the June and July Fire Commission meetings, which are held the third Thursday of every month at Fire Station 30, 502 New Market Rd E in Immokalee. There will be a question on the August ballot for the voters within the District to decide if they approve of the fire assessment fee or not.

The law on special assessments sets forth two basic requirements: (1) the service and facilities paid for by the assessments must convey a *special benefit* to the real property subject to the assessment, and (2) the total amount imposed must be *fairly and reasonably* apportioned among the affected properties. Florida courts have repeatedly determined that fire services convey the special benefit necessary for funding by special assessment.

Demand Apportionment:

Local governments have wide discretion in determining how to apportion fire services costs among assessed real property. Generally, the determination as whether a given apportionment plan is "fair and reasonable" is left entirely to the governing body and will not be overturned by the court system unless the method is shown to be arbitrary. That said, for many years the only option available for apportioning fire assessments has been the *demand* or *calls for service* method.

The demand method approximates how much it will cost to actually serve various property use categories based upon past demand for service as measured by call data. For example, if 60% of the historic fire rescue calls went to residential properties during the call study period, then 60% of the costs to be recovered through the assessment are imposed against residential property – typically with all residential properties, regardless of size, location or physical characteristics, paying the same amount. Remaining costs are allocated among the non-residential properties according to square footage at rates which are derived from the percentage of calls originating from the non-residential property use categories (commercial, industrial, institutional, educational, mercantile, business, etc.) during the call study period. While some local governments have adopted minor modifications to the demand approach, for many years that basic premise of apportioning costs according to historic calls for service has been the only option available for fire assessments. The demand method has been upheld by the Florida court system as a valid apportionment mechanism for special assessments.

Availability Method:

In 2012, Brooksville, Florida became the first city to adopt the two-tiered *availability* or *readiness to serve* apportionment methodology for fire assessments. The availability method does not focus upon how much it will cost the fire department to respond to actual fire incidents. Instead, the method is premised upon the fact that substantial and measurable costs are incurred each year merely in maintaining a state of continual readiness, regardless of the number or nature of calls received. Such costs are *fixed* in that they are generally consistent from year to year (other than inflation or periodic infrastructure and equipment expenses) and are independent of the physical characteristics associated with individual properties. Each parcel, regardless of how or whether it has been developed, is benefitted by that availability alone as reflected by favorable property insurance rates resulting from a well-staffed and well-funded fire

department, and by the heightened use and enjoyment of the property resulting from the knowledge that assistance is constantly available at a moment's notice.

Since each parcel of property benefits in substantially equal measure from availability, the fixed costs are apportioned on a per parcel basis, such that all parcels – developed or undeveloped – pay an equal amount under the fixed cost tier, regardless of the value per acre (it doesn't cost more to respond to a parcel valued at \$100,000 than it does to respond to an equal size parcel valued at \$10,000). More variable costs, such as those incurred in responding to actual fire incidents, are more closely associated with the physical characteristics of parcels and therefore apportioned among developed properties in accordance with the value of improvements constructed on each as determined by the county property appraiser. This fee is commonly apportioned as a rate per \$1,000 of improved property value; larger homes pay more than smaller homes; larger commercial buildings pay more than smaller commercial buildings. The value of land is generally excluded since the land – and its value – will remain even in the event of total loss of the improvements. The system is efficient because it relies on improvement value data produced by the property appraiser during the course of performing his or her regular responsibilities, at no extra cost to the property appraiser. As improvement value changes from year to year, the variable tier component of the assessment is adjusted to reflect the new value. The variable tier recognizes the greater benefit accruing to more valuable properties by the availability of fire service (in much the same way that an insurance premium is generally higher for more valuable properties). In many cases the methodology can be administered from year to year by local staff, thereby avoiding reliance upon, and the costs associated with, outside consulting services.

Cape Coral Case:

After Brooksville, several other Florida cities adopted the availability method, including St. Petersburg, Cocoa, North Port, Springfield, Stuart and Cape Coral. In the summer of 2013, Cape Coral sought judicial validation of its assessment program and the City's authority to use the availability method. Several property owners (including two sitting city council members who had voted against imposing the assessment) intervened and contested both tiers of the assessment, arguing that the apportionment of costs on a per parcel basis was arbitrary and that the use of improvement value rendered the assessment an unlawful tax. After a four day trial which included arguments from a late-intervening landowner, the trial court ruled in favor of the City and upheld the methodology. The opposing landowners appealed that ruling to the Florida Supreme Court. The appeal involved legal briefs in support of Cape Coral filed by Cocoa, North Port and the Florida League of Cities. On May 7, the Supreme Court issued its decision in Morris vs. City of Cape Coral which unanimously upheld the city's fire assessment program and the availability method as a lawful mechanism for apportioning fire assessments among specially benefitted property.

Conclusion:

Arguably there is no perfect assessment methodology, and each method has advantages and disadvantages. Critics of the availability method may take issue with the fixed cost tier, while opponents of the demand method may feel that charging the same amount to every residential property – regardless of its size or value – is unfair. Florida courts have recognized, however, that perfection is not the applicable standard. So long as the local government has determined that its chosen method is fair and reasonable, the methodology will usually be upheld.

It may be that one system doesn't work for a given community, or that one results in a rate structure which is more acceptable to the governing body than the other. In any case, there are now two viable apportionment techniques which have been upheld by the Florida court system and all local governments and their fire departments are benefited by having a range of options for addressing funding needs.

For more information or any questions or concerns, please contact Fire Chief Paul Anderson or any IFCD Commissioner.

Fire Chief/District Manager Paul Anderson, chief@immfire.com, (239) 657-2111

Commissioner Patricia Anne Goodnight, Chair, agoodnight@immfire.com

Commissioner Joseph Brister, Vice Chair, jbrister@immfire.com

Commissioner Edward "Ski" Olesky, Secretary/Treasurer, eolesky@immfire.com

Commissioner Bonnie Keene, bkeen@immfire.com

Commissioner Robert Halman, shalman@immfire.com



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142

Board of Fire Commissioners



Action Item Worksheet

Agenda Item: 12.B.2.

Prepared by:

P. Anderson

Subject: Opening of CBA Article 25 for Collective Bargaining

Date Prepared: 2017-01-05

Meeting Date: 2017-01-12

BACKGROUND: Local 4657 E-Board members and District staff have had meetings to discuss various topics. One topic of discussion brought up by the Local was ride-up pay, also known as working out of classification pay. This is a common benefit provided in many fire service CBA's. We had discussions regarding ride-up pay during negotiations for the previous contract revisions that were just ratified last month, however it was agreed that it could possibly be a subject of future negotiations, but not included in this year's revisions. The primary reason being that the job descriptions for all of the new positions that employees have been promoted into included the duty of "riding up" in the absence of the normally assigned individual in the next higher rank. These included 1st Lieutenant riding up as the Shift Commander and Engineer riding up as Company Officer. In the case of the individuals who have been promoted into the Engineer positions, those individuals were not provided a job description upon being offered the position and therefore did not sign the job description acknowledging that they were aware that riding up was going to be one of their responsibilities included in the pay raise they received for being promoted to Engineer, although I was discussed verbally with the union E-Board during negotiations as well as various members of the organization prior to the promotions taking place.

The recent resignations of two employees have resulted in a savings to the District after promoting individuals to base pay of positions previously held by those individuals and then filling the created vacancies with new employees at Firefighter base pay. Local 4657 is requesting that the District agree to open Article 25, Rates of Pay, for collective bargaining, utilizing the savings indicated above to fund Working out of Classification pay now, rather than waiting until negotiations open during the budget process for next fiscal year's budget.

Although the District has been notified of the intent of Local 4657 to merge with North Collier Professional Firefighters and Paramedics Local 2297, the District has received no notification from the State of Florida indicating that Local 2297 is recognized as the bargaining agent for Immokalee employees. Correspondence from our labor attorney on January 5th was that a representative of the PERC office stated that PERC does not have a record of any filings from North Collier relating to their local merging with Immokalee's local. Therefore, the proposed CBA revisions would be negotiated with, and ratified under, the current CBA between IFCD and The Professional Firefighters of Immokalee, Local 4657 IAFF.

FUNDING SOURCE / FINANCIAL IMPACT: Funding source would be funds budgeted in the FY 2016-2017 General Fund budget. Financial Impact of this proposal standing alone would be minimal, as the savings from the funds budgeted for the two employees that resigned (\$12,000), plus Incentive Pay savings from two Probationary employees that are no longer with us and were replaced with new employees not yet eligible for Incentive Pay (\$4,500), for a net

savings of approximately \$16,500, could cover the cost of this program for the remainder of this fiscal year. However, I do need to advise the Board that due to injured Firefighters unable to return to full duty for an undetermined amount of time and requiring replacement on shift by personnel on overtime, we have already expended 64% of our overtime budget while having completed only 25% of the budget year, which could leave us approximately \$30,000 over budget in Overtime by the end of the fiscal year. This may be offset somewhat by reallocating a portion of the funds budgeted for Part-Time Salaries, of which we have only spent approximately 10% during the first 25% of the fiscal year, approximately \$8,000 under budget so far in the budget year, with a potential additional savings of at least \$4,000 by the time we get new Part-Time personnel on-board, for a total of \$12,000 available to reallocate out of Part-Time salaries.

The current budget status is estimated to be as follows: Net savings from position changes \$16,500, less \$30,000 in overtime expenditures, plus \$12,000 savings in Part-Time salaries, leaves \$1,500 over budget, which itself will likely be offset by some employees taking longer than anticipated to get the required certifications for new additional Incentive Pay, resulting in a balanced budget. There is also an estimated potential savings of approximately \$10,500 in the Incentive Pay budget due to ratification of the union contract being delayed, resulting in a net budget savings of \$10,500. However, Local 4657 is also planning to request that Article 29 (Incentive Pay) be opened for negotiations to make some Incentive Pay changes be retroactive back to October 1st, which if agreed upon by the Board would make that \$10,500 no longer available.

The proposal would be as follows:

Firefighter working out of class as a Driver/Engineer, \$0.50 per hour, \$6,854

Engineer working out of class as a Company Officer (taking place of Lt), \$0.65 per hour, \$2,090

Lieutenant working out of class as a Shift Commander, \$1.00 per hour, \$1,152

Total estimated cost of program would be approximately \$13,622

Actual cost of the program if approved next month would be approximately \$10,000

Taking into account the above stated budgetary estimates, approval of this proposal would result in no increase in budgetary expenditures for the year related to this proposal by itself if the savings in Incentive Pay is available, however approval of this proposal if the Incentive Pay savings is not available would result in an increase in budgetary expenditures of \$10,000.

The District's labor attorney has recommended that if the Board decides to voluntarily open this CBA Article for negotiations that further discussion take place in a special closed session for collective bargaining as allowed by state law.

RECOMMENDATION: I recommend approval of opening CBA Article 25 for collective bargaining and that the Board have further discussion in a closed session as recommended by the District's labor attorney.

POTENTIAL MOTION: I motion to approve opening Article 25 of the CBA for collective bargaining with Local 4657 IAFF and to schedule a closed session of the Board of Commissioners for further discussion.



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142
Board of Fire Commissioners



Action Item Worksheet

Agenda Item: 12.B.3.

Prepared by:

P. Anderson

Subject: Opening of CBA Article 29 for Collective Bargaining

Date Prepared: 2017-01-05

Meeting Date: 2017-01-12

BACKGROUND: Local 4657 E-Board members and District staff have had meetings to discuss various topics. One topic of discussion brought up by the Local was the Incentive Pay changes in the revised contract being retroactive back to October 1st, as the CBA was not actually ratified by both parties until December 15th, although no provisions for retroactive pay was included in the contract that was signed by both parties. One aspect of this request is that District Policy requires that employees wishing to receive Incentive Pay submit a request for that Incentive Pay along with proof of eligibility, after which they would begin receiving the Incentive Pay within three pay periods after submitting the request. As of the date of our meeting with the E-Board (December 28th, 13 days after ratification of the contract), we had not received any requests for additional, revised, or new Incentive Pay. Another aspect of this request that deserves some review is the new Special Operations Incentive Pay category. Several members of the organization were already receiving USAR Incentive Pay in the previous contract at \$750. USAR was moved to the newly created Special Ops category and increased to \$1,500. The union brought up a valid point that those individuals had already previously submitted requests for USAR pay and were already approved to receive it, so they should not be required to submit a second request simply because it was moved to a different category. I agree with that and am in the process of processing paperwork to increase their USAR incentive pay from \$750 to \$1,500 effective December 18th, the first day of the pay period following ratification of the CBA.

The funds for the revised Incentive Pay program were budgeted to begin being paid October 2nd. If the request for retroactive pay is not agreed upon by the Board, the resulting budgetary savings is estimated to be approximately \$10,500.

Although the District has been notified of the intent of Local 4657 to merge with North Collier Professional Firefighters and Paramedics Local 2297, the District has received no notification from the State of Florida indicating that Local 2297 is recognized as the bargaining agent for Immokalee employees. Correspondence from our labor attorney on January 5th was that a representative of the PERC office stated that PERC does not have a record of any filings from North Collier relating to their local merging with Immokalee's local. Therefore, the proposed CBA revisions would be negotiated with, and ratified under, the current CBA between IFCD and The Professional Firefighters of Immokalee, Local 4657 IAFF.

FUNDING SOURCE / FINANCIAL IMPACT: Funding source would be funds budgeted in the FY 2016-2017 General Fund budget. Financial Impact of this proposal standing alone would be none, as the savings from the funds budgeted for the Incentive Pay program were budgeted for a start date of October 2nd. However, as in the previous agenda item, I do need to advise the

Board that due to injured Firefighters unable to return to full duty for an undetermined amount of time and requiring replacement on shift by personnel on overtime, we have already expended 64% of our overtime budget while having completed only 25% of the budget year, which could leave us approximately \$30,000 over budget in Overtime by the end of the fiscal year. This may be offset somewhat by reallocating a portion of the funds budgeted for Part-Time Salaries, of which we have only spent approximately 10% during the first 25% of the fiscal year, approximately \$8,000 under budget so far in the budget year, with a potential additional savings of at least \$4,000 by the time we get new Part-Time personnel on-board, for a total of \$12,000 available to reallocate out of Part-Time salaries. Add to this the savings from two employees that resigned (\$12,000), plus Incentive Pay savings from two Probationary employees that are no longer with us and were replaced with new employees not yet eligible for Incentive Pay (\$4,500), for a net savings of approximately \$16,500, we will be an estimated \$1,500 over budget, which itself will likely be offset by some employees taking longer than anticipated to get the required certifications for new additional Incentive Pay, resulting in a balanced budget. The budgetary savings from the Incentive pay program due to the delay in ratification of the CBA is estimated to be approximately \$10,500.

The proposal would be as follows:

Taking into account the above stated budgetary estimates, approval of retroactive Incentive Pay would result in no anticipated budgetary difference for the year related to this proposal by itself.

Approval of this proposal in addition to agenda item 12.B.2 would result in an increase in budgetary expenditures of \$10,000. Approval of agenda item 12.B.2, but NOT approving retroactive Incentive Pay would result in a budgetary savings of \$1,500.

The District's labor attorney has recommended that if the Board decides to voluntarily open this CBA Article for negotiations that further discussion take place in a special closed session for collective bargaining as allowed by state law.

RECOMMENDATION: I recommend approval of opening CBA Article 29 for collective bargaining and that the Board have further discussion in a closed session as recommended by the District's labor attorney.

POTENTIAL MOTION: I motion to approve opening Article 29 of the CBA for collective bargaining with Local 4657 IAFF and to schedule a closed session of the Board of Commissioners for further discussion.



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142
Board of Fire Commissioners



Action Item Worksheet

Agenda Item: 12.B.4.	Prepared by:	P. Anderson
Subject: Amendment to County-Wide Automatic/Mutual Aid Agreement		
Date Prepared:	2017-01-05	
Meeting Date:	2017-01-12	

BACKGROUND: The Board approved the county-wide automatic mutual aid agreement at the December, 2016 meeting with an addendum referencing the training level of some of our new Volunteer Firefighters. North Collier Fire District has requested that we approve an amendment to that agreement that they feel is necessary in the event a participant decides to no longer participate in the automatic aid closest unit response program, but still would agree to participate in the mutual aid portion of the agreement. This amendment was not adopted by Marco Island or Greater Naples, as they believe it is not necessary at this time and can wait until the next scheduled revision of the agreement or when a participant actually does provide notice that they will no longer be participating in the closest unit response agreement. The amended language does appear to be needed in the end, so it really doesn't matter if it is adopted now or later. It doesn't hurt anything to adopt it now and get it out of the way.

FUNDING SOURCE / FINANCIAL IMPACT: No funding source required and no financial impact at this time.

RECOMMENDATION: I recommend approval of amendment.

POTENTIAL MOTION: I motion to approve the amendment to the county-wide automatic/mutual aid agreement as proposed by North Collier Fire District.



NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT

BOARD OF FIRE COMMISSIONERS

M. James Burke ■ Christopher L. Crossan ■ Norman E. Feder ■ J. Christopher Lombardo ■ John O. McGowan

December 28, 2016

(Via Email and USPS)

**Ann Goodnight, Chairwoman
Immokalee Fire Control District
502 New Market Road E
Immokalee, FL 34142**

Chairwoman Goodnight:

The Board of Fire Commissioners for North Collier Fire Rescue fully supports county-wide closest unit response within Collier County and noted this support, for the record, at its October 13, 2016 Board Meeting.

At this meeting, as well as subsequent board meetings, the Board noted two areas of concern regarding the Collier County-Wide Automatic Aid/Closest Unit Response and Mutual Aid for Fire and Rescue Services Agreement (the "Agreement") that has been subsequently approved and signed by the City of Naples, the City of Marco Island and Greater Naples agencies (Attachment 1).

The two areas of concern are:

1. Section 3.14: The North Collier Board recommends that the language be revised to reflect that review and recommendations be received from the Collier County Fire and EMS Chief's Association, and then approval from each agency's governing body (as opposed to current language requiring approval by 'agency head').
2. Section 10.2: Notwithstanding the provisions contained within Section 23.2, the North Collier Board recommends that the language be revised to reflect that mutual aid would remain in force countywide even if an agency were to withdraw from the automatic aid provisions of the agreement.

At the December 8th Board Meeting, the North Collier Board requested District Counsel Laura Donaldson prepare an amendment (the "Amendment") to the Agreement to address the two areas of concern. This proposed amendment is attached (Attachment 2).

The North Collier Fire Board respectfully requests that you consider presenting the Amendment to your governing board for review.

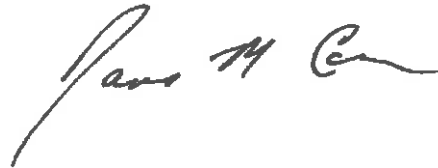
The Board also requests that you notify Chairman Feder by email as to your decision regarding the Amendment.

North Collier Fire strongly supports closest unit response, but is concerned of the unintended consequences related to mutual aid. With actions to support the two minor amendments, North Collier Fire has authorized me, as Chairman, to execute the amended agreement.

Respectfully,



Norman E. Feder
Chairman
North Collier Fire Control & Rescue District



James M. Cunningham
Fire Chief
North Collier Fire Control & Rescue District

Attachments 1: Collier County-wide Automatic Aid/Closest Unit Response and Mutual Aid for Fire
and Rescue Services Agreement

Attachment 2: Draft Amendment to Agreement

cc: North Collier Fire Board of Fire Commissioners
Laura Donaldson
Chief Paul Anderson

ATTACHMENT 2

AMENDMENT
TO
COLLIER-WIDE AUTOMATIC AID/CLOSEST UNIT RESPONSE
AND MUTUAL AID FOR FIRE AND RESCUE SERVICES AGREEMENT

THIS Amendment is entered into and effective February 1, 2017 by and between the CITY OF MARCO ISLAND, a municipal corporation of the State of Florida, CITY OF NAPLES, a municipal corporation of the State of Florida, IMMOKALEE FIRE CONTROL AND RESCUE DISTRICT, an independent fire control and rescue district operating pursuant to Chapter 2000-393, Laws of Florida, as amended, GREATER NAPLES FIRE RESCUE DISTRICT, an independent fire control and rescue district operating pursuant to Chapter 2014-240, Laws of Florida, as amended, and NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT, an independent fire control and rescue district operating pursuant to Chapter 2015-191, Laws of Florida, hereinafter referred to as "Agency" individually, and collectively as "Agencies."

WITNESSETH

WHEREAS, the Agencies drafted the Collier-Wide Automatic Aid/Closes Unit Response and Mutual Aid for Fire and Rescue Services Agreement (Agreement) as a means to provide fire/rescue services by an Agency outside of its jurisdiction by providing automatic aid where a closest unit response is available and in times of emergency where an Agency may not have sufficient manpower and resources to handle all emergencies;

WHEREAS, the Board of Fire Commissioners of the Greater Naples Fire Rescue District approved the Agreement on October 11, 2016; the City Council of the City of Naples approved the Agreement on October 19, 2016; the City Council of Marco Island approved the Agreement on November 16, 2016; the Board of Fire Commissioners of the Immokalee Fire Control and Rescue District approved the Agreement on _____; and the Board of Fire Commissioners of the North Collier Fire Control and Rescue District approved the Agreement on _____, 2017;

WHEREAS, the Agreement takes effect January 1, 2017 in accordance with Paragraph 16.1 as more than two Agencies have approved the Agreement;

WHEREAS, Section 3.14 provides that the "Level of Service" for fire and Emergency Medical Services is reviewed and approved by the Chiefs Association and signed off by the Agency head;

WHEREAS, the Agencies recognize that an Agency's governing body determines the level of service through the adoption of its annual budget;

ATTACHMENT 2

WHEREAS, Article 4 of the Agreement provides for Agencies to provide Automatic Aid/Closest Unit Response and Article 5 provides for the provision of Mutual Aid;

WHEREAS, Section 10.1 provides that the Agencies will not be required to subsidize the normal day-to-day operations of other Agencies and provides a process to address a substantial inequity in reciprocal responses, although compensation is not mandated;

WHEREAS, Section 16.2 of the Agreement allows a Party to withdraw from the Agreement but it does not allow a Party to withdraw only from the provision of Automatic Aid/Closest Unit Response;

WHEREAS, the Agencies agree that it's in the public's best interest to continue the provision of Mutual Aid even if an Agency elects not to provide Automatic Aid/Closest Unit Response;

WHEREAS, the Agencies wish to amend the Agreement to revise certain terms and conditions; and

WHEREAS, Section 23.4 of the Agreement provides that it may only be amended by a writing duly executed by all the Agencies.

NOW THEREFORE, in consideration of the mutual terms, covenants and conditions contained herein, the parties hereby mutually agree to amend the Agreement as follows:

1. The foregoing Recitals are true and correct and are incorporated by reference herein.

2. Section 3.14 is hereby replaced in its entirety as follows:

Section 3.14 "Level of Service" shall mean the comprehensive fire and Emergency Medical Services protection provided on a twenty-four (24) hour per day basis, three hundred sixty-five (365) days per year. Each agency agrees to provide equipment, apparatus, and staffing as defined in a guideline reviewed and recommended annually by the Chief's Association and approved by each Agency's governing body.

3. Section 10.2 is hereby replaced in its entirety as follows:

Section 10.2 No Party in this Agreement shall be required to reimburse any other Party for the cost of providing the Fire/Rescue Services set forth in the Automatic Aid and/or Mutual Aid articles of this Agreement. Each Party shall pay its own costs for responding to Calls. Although it is

ATTACHMENT 2

intended that there be mutual benefit, it is recognized that in providing Closest Unit Response, one party may provide Fire/Rescue Services to another party that exceeds the other party's reciprocal Responses to that one party whereby a disproportionate Level of Service exchange occurs. For the purposes of this Agreement, following September 30, 2017 and each subsequent year thereafter, the parties shall evaluate the data collected. Data shall include, but not limited to, number of calls, dates and times of calls, addresses associated with calls, apparatus(s) assigned to the incidents and personnel assigned by unit. If upon a review of the data, a party determines that there is a substantial inequity in reciprocal responses, the parties shall discuss and determine if compensation is appropriate. The parties recognize that an amendment to this Agreement may be needed to provide for the formula, rate and payment if there is a significant difference between reciprocal Responses. If an Agency requests compensation and an amendment is not executed, an Agency may withdraw from providing Automatic Aid/Closest Unit Response pursuant to Article 4, which cancels such Agency's participation in providing and receiving Automatic Aid/Closest Unit Response to and from other Agencies, by providing ninety (90) days prior written notice of such withdrawal to all other Agencies. An Agency that withdraws from providing Automatic Aid/Closest Unit Response in accordance with this Section 10.2 shall continue to participate in providing and receiving Mutual Aid to and from other Agencies in accordance with Article 5.

4. The terms, covenants and conditions set forth in the Agreement as amended that have not been specifically amended herein, will continue in existence, are hereby ratified, approved and confirmed, and will remain binding upon the parties.

IN WITNESS WHEREOF, the parties have executed this AMENDMENT on the day and year set forth next to their signatures below.

AGENCIES:

_____ Date: _____

Chairman, North Collier Fire Rescue Control and Rescue District

ATTACHMENT 2

Date: _____

Chairman, Greater Naples Fire Rescue District

Date: _____

Chairman, Immokalee Fire Control and Rescue District

Date: _____

Chairman, Marco Island City Council

Date: _____

Mayor, City of Naples



Immokalee Fire Control District

502 New Market Road East, Immokalee, FL. 34142

Board of Fire Commissioners



Action Item Worksheet

Agenda Item: 12.B.5.

Prepared by:

P. Anderson

Subject: Schedule Closed Session for Collective Bargaining

Date Prepared: 2017-01-05

Meeting Date: 2017-01-12

BACKGROUND: If the Board agrees to open any article of the CBSA up for negotiations to consider the requests made by the union, the District's labor attorney has recommended that the Board exercise their right under the law to have a closed session of the Board of Commissioners to discuss the proposed amendments to the CBA.

Potential dates could be as follows:

Tuesday, January 24th, morning, afternoon, or evening;

Wednesday, January 25th, morning, afternoon, or evening;

Thursday, January 26th, late afternoon or evening

Monday, February 6th, afternoon or evening

Tuesday, February 7th, afternoon or evening

Wednesday, February 8th, morning, afternoon, or evening

FUNDING SOURCE / FINANCIAL IMPACT: No funding source required for this agenda item and no financial impact due to this agenda item.

RECOMMENDATION: I recommend scheduling a closed session if the Board agrees to open any article of the CBA for further negotiations.

POTENTIAL MOTION: I motion to schedule a closed session of the Board of Commissioners for the purpose of collective bargaining for _____.

STATEMENT ON PUBLIC COMMENT DURING BOARD MEETINGS

Members of the public or groups wishing to comment on an agenda item or comment during the opportunity for public comment at the end of the meeting must fill out a request to comment form indicating the agenda item they wish to comment on and provide the completed form to District staff **at the beginning of the meeting.**

There is a time limit of 3 minutes for individuals. Groups or factions of 4 or more individuals must select a representative to speak on their behalf. There is a 10 minute time limit for representatives of groups.

The opportunity for public comment is not an opportunity to debate an issue with the Board, but simply to provide comments that the Board may take into consideration.