



**NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS' MEETING**

AGENDA (FINAL)

THURSDAY, JUNE 25, 2020 ■ 9:00 A.M.

1885 Veterans Park Drive ■ Naples, FL 34109

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA**
- 4. APPROVAL OF MINUTES**
May 28, 2020 Monthly Meeting
- 5. CHIEF'S REPORT**
- 6. TREASURER'S REPORT**
- 7. LABOR REPORT**
- 8. CONSENT AGENDA**

Table 1: Expenditures for Board Approval

Category	Amount
General Fund Unbudgeted	\$7,400
General Fund Budgeted	\$203,788
Impact Fee Fund Budgeted	\$0
Inspection Fund Budgeted	\$0
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$56,805
Other	\$0



9. OLD BUSINESS

None

10. NEW BUSINESS

- A. Presentation and Request for Acceptance of Annual Audit for Fiscal Year Ending September 30, 2019
- B. Request Adoption of Resolution 20-009 Amending General Fund Budget for Fiscal Year Ending September 30, 2020
- C. Request Adoption of Resolution 20-010 Amending Impact Fee Fund Budget for Fiscal Year Ending September 30, 2020
- D. Request Adoption of Resolution 20-011 Amending Inspection Fee Fund Budget for Fiscal Year Ending September 30, 2020
- E. Request for Approval of Contracts Between District and Medical Directors

11. COMMENTS BY COMMISSION AND PUBLIC

12. ADJOURNMENT



**NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS' MEETING**

MINUTES (DRAFT)

THURSDAY, MAY 28, 2020 ■ 9:00 A.M.

1885 Veterans Park Drive ■ Naples, FL 34109

BOARD MEMBERS PRESENT

Jim Burke, James Calamari, Christopher Crossan, Norman E. Feder, J. Christopher Lombardo

1. CALL TO ORDER

Meeting called to order at 9:00 a.m. by Chairman Lombardo. It was noted that Commissioner Calamari would be a few minutes late. With four of five commissioners present, a quorum was met and meeting was called to order.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA

Commissioner Feder moved to approve agenda as presented. Commissioner Burke seconded.
MOTION CARRIED 4:0

4. APPROVAL OF MINUTES

A. April 23, 2020 BOFC Meeting

Commissioner Feder moved to approve April 23, 2020 minutes as presented. Commissioner Crossan seconded. MOTION CARRIED 4:0

As Agenda Item 10A was time specific for 9:15 a.m., the Board chose to skip the Chief's Report and move onto items which would not take as much time.

5. TREASURER'S REPORT

CFO Ben Van Klinger read a prepared summary of highlights from the Treasurer's Report. Board accepted Treasurer's Report as presented into record.

(Commissioner Calamari arrived to meeting.)

6. LABOR REPORT

Local 2297 President Scott Palmateer gave verbal report.



7. CONSENT AGENDA

Table 1: Expenditures for Board Approval

Category	Amount
General Fund Unbudgeted	\$120,373
General Fund Budgeted	\$0
Impact Fee Fund Budgeted	\$0
Inspection Fund Budgeted	\$0
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$74,342
Other	\$0

Commissioner Crossan moved to approve the consent agenda as presented. Commissioner Feder seconded. MOTION CARRIED 5:0

8. OLD BUSINESS

None

9. NEW BUSINESS

- A. Request Board Approval of MOU with Waterside Shops, LLC for Use of Parking Garage During Hurricane States of Emergency

Commissioner Burke moved to approve the MOU with Waterside Shops. Commissioner Calamari seconded. MOTION CARRIED 5:0

- B. Request Board Adoption of Resolution 20-004 Approving New Impact Fee Rate Schedule

Commissioner Calamari moved to adopt Resolution 20-004 approving the new impact fee rate schedule. Commissioner Feder seconded. Nilgun Kamp from Tindale Oliver, attending remotely via teleconference, gave a PowerPoint presentation. Discussion and questions followed. MOTION CARRIED 5:0

10. CHIEF'S REPORT

- Executive Director Sal D'Angelo gave a PowerPoint presentation regarding the District's hurricane preparedness.
- Chief Eloy Ricardo gave a verbal update for COVID-19.



North Collier Fire Control and Rescue District
Board of Fire Commissioners' Meeting Minutes – May 28, 2020

- A video detailing the recent brush fires within the District was shown.
- A video message from the Fire Chief regarding COVID-19 was shown.

11. COMMENTS BY COMMISSION AND PUBLIC

None

12. ADJOURNMENT

Commissioner Calamari moved to adjourn the meeting. Chairman Lombardo seconded. MOTION CARRIED 5:0 Meeting adjourned at 10:43 a.m.



AGENDA ITEM 6

Meeting Date: June 25, 2020
Prepared By: Chief Financial Officer Ben Van Klingerren
Date Prepared: June 10, 2020
Subject: Treasurer's Report

The following is information for the Treasurer's Report for the June 25, 2020 Board Meeting:

GENERAL FUND

Revenue

The following is the breakdown of revenue for the period ended May 31, 2020 for the North Naples Service Delivery Area ("NN SDA"), the Big Corkscrew Service ("BC SDA") and North Collier Fire Control & Rescue District. Note that these financial statements reflect the Board approved cost allocation method; per that method, there is no allocation of revenue (except for grant funds) - it remains in the SDA in which it is earned/received.

		NN SDA	% of	BC SDA	% of	North Collier	% of
		5/31/2020	Budget	5/31/2020	Budget	5/31/2020	Budget
Ad Valorem	\$	32,313,202	99.98%	\$ 6,662,508	99.37%	\$ 38,975,710	
Fees	\$	370,696	67.68%	\$ -	0.00%	\$ 370,696	
Other Revenue	\$	898,960	54.10%	\$ 86,770	37.51%	\$ 985,730	
Total Revenue	\$	33,582,858	97.26%	\$ 6,749,278	96.25%	\$ 40,332,136	97.09%

Expenses

The following is the breakdown of expenses for the period ended May 31, 2020 for NN SDA, BC SDA and the North Collier Fire Control & Rescue District utilizing the cost allocation method approved by the Board.

GENERAL FUND, CONT'D

		NN SDA	% of	BC SDA	% of	North Collier	% of
		5/31/2020	Budget	5/31/2020	Budget	5/31/2020	Budget
Expenses							
Personnel	\$	17,237,866	61.99%	\$ 2,399,712	61.99%	\$ 19,637,578	61.99%
Operating	\$	3,228,717	60.36%	\$ 493,901	66.33%	\$ 3,722,618	61.09%
Debt Service	\$	517,385	104.20%	\$ 72,026	104.20%	\$ 589,411	104.20%
Capital	\$	424,547	16.74%	\$ 59,102	16.74%	\$ 483,649	16.74%
Transfer Out to Impact Fund	\$	-	0.00%	\$ -	0.00%	\$ -	0.00%
Total Expenses	\$	21,408,515	59.15%	\$ 3,024,741	60.03%	\$ 24,433,256	59.26%

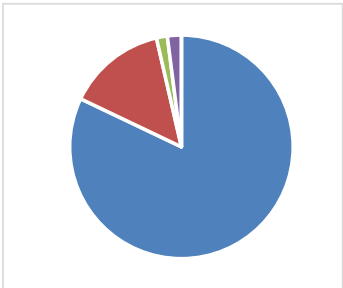
It should be noted that there are four general types of expenditures in terms of payment impact on the fiscal year:

1. Those that are paid monthly at fairly regular and predictable monthly intervals.
2. Those that are paid quarterly or annually so are not reflected in an appropriate percentage.
3. Those that are based on unpredictable need, such as building, equipment or vehicle repairs.
4. Items that were budgeted in the prior year, but were not received or invoiced until this year.

Based on these payment type exceptions, accrual or prepayment adjustments can be made to the actual expenditures, and an adjusted percent of budget determined.

When these adjustments are made, year-to-date expenditures as a percentage of budgeted expenditures, by category, are as follows:

	Adj Amt. - North Collier	Adj. % of Budget
Personnel	\$ 19,653,903	62.04%
Operational	\$ 3,430,780	56.30%
Debt Service	\$ 377,084	66.67%
Capital	\$ 483,649	16.74%
Transfer Out to Impact Fund	\$ -	0.00%
Total	\$ 23,945,416	58.08%



As identified above, when adjustments are made to the actual expenses based on known prepaid and accrual adjustments, General Fund expenses are at 58%, which is appropriate for this time of year since we have completed 66.7% (8/12) of the fiscal year.

General Fund Comparison with Prior Year:

Included with the General Fund Financial Statement is a comparison to May 2019 of each service delivery area, noting the percentage of variance. In brief, total revenue in the NN SDA comparison reflects a variance of 2% which is in line with the budget. Expenses reflect a variance of 3%.

In the Big Corkscrew SDA, a variance in revenue of 16% is reflected due to the timing of Ad Valorem received. Expenses reflect a variance of -23% primarily due to a lower Chapter 175 retirement payment made in December compared to FY18-19.

IMPACT FEE FUND - Comparison with Budget

As of May 31, 2020, total revenue received is \$660,890 or 126% of the annual budget. Expenses are at 103% of budget for the year due to the annual debt service payment in October and 100% of budgeted collection fees expense due to early revenue receipts.

INSPECTION/PLAN REVIEW FEE FUND - Comparison with Budget

Revenue

As of May 31, 2020, total revenue received is \$1,031,143 or 50% of budgeted revenue.

Expenses

Expenses total \$1,300,339 or 64% of the total budget. This is appropriate for this time of year since we have completed 67% (8/12) of the fiscal year.



North Collier Fire Control and Rescue District
Board of Fire Commissioners
REGULAR MONTHLY MEETING

AGENDA ITEM 8

Meeting Date: June 25, 2020
Prepared By: Chief Financial Officer Ben Van Klingeren
Date Prepared: June 16, 2020
Subject: Consent Agenda

GENERAL FUND

General Fund (Unbudgeted)		N/A	
1 Item Description:	ExamSoft Online testing software (2 yr agreement plus uploaded answer file)		
Requested By:	Jorge Aguilera, Asst. Chief of EMS & Training		
G/L Account:	001-5220-054-807		
Budget Line:	GF - 101		
Budget Line Amount (NCFR)	\$	625,696	
Available Line	\$	263,316	
Bids/Quotes:			
Bid #1:	ExamSoft	\$	7,400.00
Bid #2:	n/a	\$	-
Bid #3:	n/a	\$	-
Waive Bidding Policy?	Yes	Reason:	Sole Source software product
Recommendation:	ExamSoft	\$	7,400

TOTAL GENERAL FUND UN-BUDGETED \$ 7,400

General Fund (Budgeted)			
1 Item Description:	Kronos - Annual Maintenance		
Requested By:	Jorge Aguilera, Asst. Chief of EMS & Training		
G/L Account:	001-5220-051-100		
Budget Line:	GF - 101		
Budget Line Amount (NCFR)	\$	625,696	
Available Line	\$	263,316	
Bids/Quotes:			
Bid #1:	Kronos	\$	11,679.56
Bid #3:	n/a	\$	-
Bid #4:	n/a	\$	-
Waive Bidding Policy?	Yes	Reason:	Renewal of existing software (maint)
Recommendation:	Kronos	\$	11,680

2 **Item Description:** 2020 Honda TRX420FE1 (beach patrol ATV) w/ accessory kit
Requested By: Kris Thomas, BC of Logistics
G/L Account: 001-5220-064-004
Budget Line: GF - 170
Budget Line Amount (NCFR) \$ 13,000
Available Line \$ (196,821) **overbudget due to purchase of vehicles via Chevrolet vs Enterprise program
Bids/Quotes:
Bid #1: Sun County Motorcycles \$ 7,519.00
Bid #2: Lancaster Honda \$ 6,799.00 **price does not include accessory kit**
Bid #3: Garvis Honda \$ 6,799.00 **price does not include accessory kit**
Waive Bidding Policy? No Reason:
Recommendation: Sun County Motorcycles \$ 7,519

3 **Item Description:** VHF Radios (qty 28)
Requested By: Kris Thomas, Battalion Chief Logistics
G/L Account: 001-5220-041-101
Budget Line: GF - 081
Budget Line Amount (NCFR) \$ 32,000
Available Line \$ 17,894
Bids/Quotes: 778.12 12 9337.44
Bid #1: EMCI Wireless \$ 16,092.00 599.95 16 9599.2
Bid #2: Amerizon \$ 18,936.64 720 12 8640
Bid #3: Radio Depot \$ 16,960.00 520 16 8320
Waive Bidding Policy? No Reason: n/a
Recommendation: EMCI Wireless \$ 16,092

4 **Item Description:** 1.75" Attack Hose (various colors) (qty: 86)
Requested By: Kris Thomas, BC of Logistics
G/L Account: 001-5220-052-503
Budget Line: GF - 113
Budget Line Amount (NCFR) \$ 143,262
Available Line \$ 101,419
Bids/Quotes:
Bid #1: MECO \$ 20,640.00
Bid #2: n/a \$ -
Bid #3: n/a \$ - N/A- Snaptite hose has MECO as primary distributor, therefore no addtl bids
Waive Bidding Policy? Yes Reason:
Recommendation: MECO \$ 20,640

5 **Item Description:** Annual Hurst Service
Requested By: Shane Brinson, Captain - Logistics
G/L Account: 001-5220-046-701
Budget Line: GF - 098
Budget Line Amount (NCFR) \$ 62,000
Available Line \$ 29,315
Bids/Quotes:
Bid #1: MES \$ 9,200.00
Bid #2: n/a \$ -
Bid #3: n/a \$ - N/A- Hurst confirmation that MES only authorized vendor to service Hurst tools
Waive Bidding Policy? Yes Reason:
Recommendation: MES \$ 9,200

6	Item Description:	Barracuda backup services (renewal subscriptions)		
	Requested By:	Eric Bocock, Network Administrator		
	G/L Account:	001-5220-051-100		
	Budget Line:	GF - 101		
	Budget Line Amount (NCFR)	\$	625,696	
	Available Line	\$	263,316	
	Bids/Quotes:			
	Bid #1:	GHA Technologies	\$	14,480.39
	Bid #2:	n/a	\$	-
	Bid #3:	n/a	\$	-
	Waive Bidding Policy?	Yes	Reason:	Renwal of existing services
Recommendation:		GHA Technologies	\$	14,480

7	Item Description:	ManageEngine Data Security		
	Requested By:	Eric Bocock, Network Administrator		
	G/L Account:	001-5220-051-102		
	Budget Line:	GF - 101		
	Budget Line Amount (NCFR)	\$	625,696	
	Available Line	\$	263,316	
	Bids/Quotes:			
	Bid #1:	Zoho Corporation	\$	19,723.00
	Bid #2:	n/a	\$	-
	Bid #3:	n/a	\$	-
	Waive Bidding Policy?	Yes	Reason:	Renwal of existing services
Recommendation:		Zoho Corporation	\$	19,723

8	Item Description:	District Networking support renewal		
	Requested By:	Eric Bocock, Network Administrator		
	G/L Account:	001-5220-051-100		
	Budget Line:	GF - 101		
	Budget Line Amount (NCFR)	\$	625,696	
	Available Line	\$	263,316	
	Bids/Quotes:			
	Bid #1:	Presidio Networked Solutions	\$	40,772.10
	Bid #2:	n/a	\$	-
	Bid #3:	n/a	\$	-
	Waive Bidding Policy?	Yes	Reason:	Renwal of existing services
Recommendation:		Presidio Networked Solutions	\$	40,772

9	Item Description:	Veeam Renewal/Upgrade to Backup Systems		
	Requested By:	Eric Bocock, Network Administrator		
	G/L Account:	001-5220-051-100		
	Budget Line:	GF - 101		
	Budget Line Amount (NCFR)	\$	625,696	
	Available Line	\$	263,316	
	Bids/Quotes:			
	Bid #1:	GHA Technologies	\$	13,146.39
	Bid #2:	n/a	\$	-
	Bid #3:	n/a	\$	-
	Waive Bidding Policy?	Yes	Reason:	Renwal of existing services
Recommendation:		GHA Technologies	\$	13,146

10 Item Description:	Mobil Radios w/ speaker/microphone (qty: 3)		
Requested By:	Kris Thomas, BC of Logistics		
G/L Account:	001-5220-064-009		
Budget Line:	GF - 164		
Budget Line Amount (NCFR)	\$	31,700	
Available Line	\$	30,464	
Bids/Quotes:			
Bid #1:	Motorola Solutions	\$	14,639.00
Bid #2:	n/a	\$	-
Bid #3:	n/a	\$	-
Waive Bidding Policy?	Yes	Reason:	Sole source for NCFR radio type
Recommendation:	Motorola Solutions	\$	14,639

TOTAL GENERAL FUND BUDGETED	\$	203,788
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IMPACT FEE FUND

(NONE)

TOTAL IMPACT FEE FUND BUDGETED	\$	-
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INSPECTION/PLAN REVIEW FEE FUND

(NONE)

TOTAL INSPECTION FUND BUDGETED	\$	-
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ADDITION OF FIXED ASSETS

(NONE)

TOTAL ADDITION OF FIXED ASSETS	\$	-
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DELETION OF FIXED ASSETS

Asset Category:	Vehicles		
Asset I.D. Number:	1994		
Description:	2008 Ford F-250		
Cost:	\$37,866.84		
Reason for Deletion:	Reached end of useful life (and not viable to repair)		
Intended Disposal:	will be sold via GovDeals	Original Cost	\$ 37,867
Additional Information:		Est Net Book Value	\$ -

Asset Category:	Vehicles		
Asset I.D. Number:	23049 (FA program) / 6049 (Logistics)		
Description:	2006 Ford F-150		
Cost:	\$18,938.00		
Reason for Deletion:	Reached end of useful life (and not viable to repair)		
Intended Disposal:	will be sold via GovDeals	Original Cost	\$ 18,938
Additional Information:		Est Net Book Value	\$ -

TOTAL DELETION OF FIXED ASSETS (original cost)	\$	56,805
TOTAL DELETION OF FIXED ASSETS (NET BOOK VALUE)	\$	-

OTHER

1 n/a	\$	-
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2 n/a	\$	-
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TOTAL - OTHER	\$	-
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North Collier Fire Control and Rescue District
Board of Fire Commissioners
REGULAR MONTHLY MEETING

AGENDA ITEM 10A

Meeting Date: June 25, 2020
Prepared by: Chief Financial Officer Ben Van Klingerren
Date Prepared: June 7, 2020
Subject: Presentation and Request for Acceptance of the Annual Audit (including Federal Single Audit) for the Fiscal Year Ended September 30, 2019

Objective

Obtain Board acceptance of the financial statement audit as presented by Tuscan & Company, PA. for the fiscal year ended September 30, 2019 in order to file the audit with the Florida State Auditor General by June 30, 2020 to meet statutory requirements.

Background Information

The audit for the North Collier Fire Control and Rescue District for the fiscal year ended September 30, 2019 will be presented by Jeff Tuscan of Tuscan & Company, PA. The audit is required to be presented to the Board at a public meeting, and the Board must accept the audit prior to filing with the Auditor General.

Attachment 1 is a draft of the Audit for the Fiscal Year ended September 30, 2019.

We are pleased to report that once again there are no current or prior year audit comments, and the audit opinions are unmodified in all respects, meaning the information provided by the District and the audit evidence obtained is sufficient and appropriate to present fairly, in all material respects, the financial position of the District. This includes the District's Federal/State Single Audit (grant-related).

Recommendation

Staff recommends the accept the annual audit (including Federal/State Single Audit) for the fiscal year ended September 30, 2019 as presented.

Attachments:

Attachment 1: Audit draft for the fiscal year ended September 30, 2019.

Proposed Motion:

Accept the District's annual financial statement audit and Single Audit for the fiscal year ended September 30, 2019 as presented.



AGENDA ITEM 10B

Meeting Date: June 25, 2020
Prepared by: Chief Financial Officer Ben Van Klingerren
Date Prepared: June 7, 2020
Subject: Request for Board Approval of Amendment to General Fund Budget by Adoption of Resolution 20-009

Objective

Obtain Board approval of an amendment to the General Fund Budget by adoption of Resolution 20-009.

Background Information

On September 26, 2019, the Board adopted the Final General Fund Budget for the fiscal year ending September 30, 2020. At the June 25, 2020 Board Meeting, the Board accepted the annual audit for the fiscal year ended 9-30-19. That audit reflected overall fund balance (reserves) in the General Fund of \$726,759 more than anticipated (\$2,016,975 MORE in the NNSDA and (\$1,290,216) LESS in the BC SDA) at the time the 2019-2020 budget was adopted; therefore, the cash reserves coming into the 2019-2020 fiscal year need to be amended to correspond to the 9-30-19 ending reserves identified in the audit).

Considerations

The amendments requested are to reflect actions the Board has already taken – the acceptance of the 9-30-19 annual audit which increases cash reserves coming into the 2019-2020 fiscal year. Additional changes are as follows (and summarized below in Table A) and represent total North Collier combined amounts:

Income Changes: State & Federal Grants - \$170,000 – increased due primarily to various Hurricane FEMA reimbursements being received, and net decrease of proceeds from debt – (\$872,188), which includes elimination of (\$1,080,000) – for the Heart Monitor leases that are not planned to be purchased by the end of the fiscal year and increase of \$207,812 to account for capital lease (for Chevrolet trucks) approved by the Board at the November 21, 2019 BOC meeting. Total income therefore decreased by (\$702,188).

Expense Changes: Station Improvements & Equipment – (\$500,000) decrease due to projects not finalized in current fiscal year. Medical Equipment – (\$1,080,000) decrease due to Heart Monitor leases not planned to be purchased by the end of the year. Vehicle purchase - \$197,000 increase due to Board approved purchase Chevy trucks (capital lease) in November, 2019. Total Capital Outlay decreased by (\$1,383,000).



North Collier Fire Control and Rescue District
Board of Fire Commissioners
REGULAR MONTHLY MEETING
AGENDA ITEM 10B

TABLE A

	Original Budget 19-20	Original Budget 19-20	Original Budget 19-20	Proposed Amendment #1 (6/25/20)	Amended Budget 19-20	Amended Budget 19-20	Amended Budget 19-20
Budget Line	NN SDA	BC SDA	North Collier		NN SDA	BC SDA	North Collier
Cash Reserves at 10-01-19	\$12,226,387	\$1,856,206	\$14,082,589	\$726,759	\$14,243,357	\$ 565,991	\$14,809,348
Income:							
State & Federal Grants	\$ 54,720	\$ 7,618	\$ 62,338	\$170,000	\$ 203,946	\$ 28,392	\$232,338
Proceeds from Debt	\$ 948,024	\$ 131,976	\$1,080,000	(\$872,188)	\$ 182,417	\$ 25,395	\$207,812
Net Changes in Income				(\$702,188)			
Expenses:							
Station Improvements & Equip.	\$ 782,647	\$ 108,954	\$891,601	(\$500,000)	\$ 343,747	\$ 47,854	\$391,601
Medical Equipment	\$ 1,024,832	\$ 142,669	\$1,167,501	(\$1,080,000)	\$ 76,808	\$ 10,693	\$87,501
Vehicle Purchase	\$ 11,411	\$ 1,589	\$13,000	\$197,000	\$ 184,338	\$ 25,662	\$210,000
Net Change in Expenses				(\$1,383,000)			
Changes to Assigned Reserves:							
Operating Reserve (Q1-25%)	8,289,632	1,154,014	\$9,443,646	\$0	\$ 8,289,632	\$1,154,014	\$9,443,646
Emergency Reserve	1,573,548	2,676,355	\$4,249,903	\$1,407,571	\$ 4,188,139	\$1,469,335	\$5,657,474
Fire Apparatus	700,000	-	\$700,000	\$0	\$ 700,000	\$ -	\$700,000
Station Improvements & Equip.	-	-	\$0	\$0	\$ -	\$ -	\$0
Amendment to Budgeted Reserves at 9-30-20	\$10,563,180	\$ 3,830,368	\$14,393,548	\$1,407,571	\$13,177,771	\$2,623,348	\$15,801,119

Fiscal Impact

Total reserves at 9-30-2020 are increased by \$1,407,571 as identified above

Recommendation

Staff recommends the Board approve the amendment to the General Fund Budget for the fiscal year ending September 30, 2020 by adoption of Resolution 20-009.



**North Collier Fire Control and Rescue District
Board of Fire Commissioners
REGULAR MONTHLY MEETING
AGENDA ITEM 10B**

Attachments:

- Attachment 1: Proposed General Fund Budget Amendment
- Attachment 2: Resolution 20-009

Proposed Motion:

Approve the amended 2019/2020 General Fund Budget as presented by adoption of Resolution 20-009.



AGENDA ITEM 10C

Meeting Date: June 25, 2020
Prepared by: Chief Financial Officer Ben Van Klingerren
Date Prepared: June 7, 2020
Subject: Request for Board Approval of Amendment to the Impact Fee Fund Budget by Adoption of Resolution 20-010

Objective

Obtain Board approval of an amendment to the Impact Fee Fund Budget by adoption of Resolution 20-010.

Background Information

On September 26, 2019, the Board adopted the Final General Fund Budget for the fiscal year ending September 30, 2020. At the June 25, 2020 Board Meeting, the Board accepted the annual audit for the fiscal year ended 9-30-19. That audited reflected Impact Fee Fund Deferred Revenue (Cash Reserves) at 9-30-19, which were \$243,722 MORE than anticipated at the time the 2019-2020 budget was adopted; therefore, the cash reserves coming into the 2019-2020 fiscal year need to be amended to correspond to the 9-30-19 ending reserves identified in the audit).

Considerations

The amendments requested are to reflect action the Board has already taken – the acceptance of the 9-30-19 annual audit which increases deferred revenue (cash reserves) coming into the 2019-2020 fiscal year:

Income changes: The amendment includes an increase of anticipated Impact Fees (\$200,000) and a decrease of Interest income - \$10,000 - due to interest rate decreases during the year (COVID-19 pandemic).

Expense changes: This amendment adjusts (increases) collection fees which correlates with the higher amount of impact fees anticipated (\$3,200), adjustment to debt service interest to actual (\$848) and the payment for FYE 9/30/19 Impact Fee Study by Tindale Oliver (\$15,000).

Attachment 1 shows the aforementioned amendments to Impact Fee Fund Budget.

Fiscal Impact

Total deferred revenue (cash reserves) at 9-30-2020 are increased (net) by \$414,674 as identified above

Recommendation

Staff recommends the Board approve the amendment to the Impact Fee Fund Budget for the fiscal year ending September 30, 2020 by adoption of Resolution 20-010.



**North Collier Fire Control and Rescue District
Board of Fire Commissioners
REGULAR MONTHLY MEETING
AGENDA ITEM 10C**

Attachments:

- Attachment 1: Proposed Impact Fee Fund Budget Amendment
- Attachment 2: Resolution 20-010

Proposed Motion:

Approve the amended 2019/2020 Impact Fee Fund Budget as presented by adoption of Resolution 20-010.



AGENDA ITEM 10D

Meeting Date: June 25, 2020
Prepared by: Chief Financial Officer Ben Van Klingerren
Date Prepared: June 7, 2020
Subject: Request for Board Approval of Amendment to the Inspection Fee Fund Budget by Adoption of Resolution 20-011

Objective

Obtain Board approval of an amendment to the Inspection Fee Fund Budget by adoption of Resolution 20-011.

Background Information

On September 26, 2019, the Board adopted the Final General Fund Budget for the fiscal year ending September 30, 2020. At the June 25, 2020 Board Meeting, the Board accepted the annual audit for the fiscal year ended 9-30-19. That audit reflected fund balance (reserves) in the Inspection Fee Fund of \$41,636 more than anticipated at the time the 2019-2020 budget was adopted; therefore, the cash reserves coming into the 2019-2020 fiscal year need to be amended to correspond to the 9-30-19 ending reserves identified in the audit.

Considerations

The amendments requested are to reflect action the Board has already taken – the acceptance of the 9-30-19 annual audit which increases fund balance (cash reserves) coming into the 2019-2020 fiscal year. Additional changes are as follows:

Income changes: The amendment includes a reduction of Interest income – (\$15,500) - due to sharp interest rate declines due to COVID in the newly established Gov't Cash Pool account during the fiscal year. However, it also establishes \$1,000 as on-call reimbursement revenue.

Expense changes: No personnel nor operating expenditures are being modified with this budget amendment but will continue to be monitored.

Attachment 1 shows the aforementioned amendments to Inspection Fee Fund Budget.

Fiscal Impact

Total deferred revenue (cash reserves) at 9-30-2020 are increased (net) by \$27,136 as identified above

Recommendation

Staff recommends the Board approve the amendment to the Impact Fee Fund Budget for the fiscal year ending September 30, 2020 by adoption of Resolution 20-010.



**North Collier Fire Control and Rescue District
Board of Fire Commissioners
REGULAR MONTHLY MEETING
AGENDA ITEM 10D**

Attachments:

- Attachment 1: Proposed Inspection Fee Fund Budget Amendment
- Attachment 2: Resolution 20-011

Proposed Motion:

Approve the amended 2019/2020 Inspection Fee Fund Budget as presented by adoption of Resolution 20-011.



AGENDA ITEM 10E

Meeting Date: June 25, 2020
Prepared by: Assistant Chief Jorge Aguilera
Date Prepared: June 22, 2020
Subject: Request for Board Discussions and Approval Regarding the Renewal Contract for Associate District Medical Director Jeff Panozzo, D.O. and Approval of Additional Contracts for Medical Director Services

Objective

Request for Board Discussions and Approval Regarding the Renewal Contract for Associate District Medical Director Jeff Panozzo, D.O. and approval of additional contracts for Medical Director Services.

Background Information

On March 22, 2016, the Board entered into an Interlocal Agreement with the Collier County Board of County Commissioners as authorized by Ch. 163, Florida Statutes, and Inter-governmental Programs. Subsequently, the County issued the District a Certificate of Public Convenience and Necessity ("COPCN") to provide advanced life support ("ALS") non-transport services throughout the boundaries of the District in turn authorizing the District to employ District Medical Director(s).

Considerations

To approve the contracts necessary in order for the District to ensure it meets Chapter 401, Florida Statutes, and associated regulatory requirements set forth in order for the District to maintain its status as a Florida Approved Training Center.

Fiscal Impact

All fiscal impacts are included as part of the 2019-20 Professional Services budget and will range from \$37,500 to \$50,000.

Recommendation

Staff recommends that the Board approve the renewal of Dr. Panozzo's contract, and approve the contracts for additional Medical Director services.

Attachments:

Attachment 1: Medical Director Contracts