

Pace Fire Rescue District
Board of Commissioners
Regular Meeting
July 12, 2021

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Agenda approval (Additions / Deletions)
5. Public Forum
6. Minutes from the previous meeting
7. Financial Report (Written report attached)
8. Chief's Report (Written report attached)
9. 2019/2020 Budget Presentation – Warren Averrett
10. Mana Food Drive
11. Impact Fee's Resolution

Pace Fire Rescue District
Board of Commissioners
Regular Meeting
June 21,2021

1. **Meeting Called to Order**
 - a. Quorum present.
2. **Pledge of Allegiance was conducted**
3. **Moment of Silence was observed**
4. **Agenda was approved with no additions / deletions**
5. **Public Form - acknowledged**
6. **Minutes from the previous meeting**
 - a. Motion to approve 1st by Commissioner Page and 2nd by Commissioner Madine.
 - b. Motion Passed
7. **Financial Report (Written report attached)**
 - a. Motion to approve 1st made by Commissioner Madine, 2nd by Commissioner Page.
 - b. Motion Passed
8. **Chief Reports (written and attached)**
 - a. Motion to approve 1st made by Commissioner Madine, 2nd by Commissioner Page.
 - b. Motion Passed
9. **Station 3 update**
 - a. 27 rain days were approved to the contract. Completion date is not in the middle of August.
10. **Impact Fee Study**
 - a. Legal Counsel was hired to draft the proposed resolution

- 11. Memorandum of Understanding with Firefighter Pension Board**
 - a. Out of the excise tax monies that are eligible, Pension Board will come first then the Board of Fire Commission second. These monies will not affect the budget; it will only offset future expenses.
 - b. Motion to approve 1st made by Commissioner Gradia, 2nd by Vice Chairman Madine.
- 12. District estimated property values 2021**
 - a. Projected figures were presented for property values
- 13. Motion to Adjourn**
 - a. Motion made by Chairman Anderson, 2nd by Commissioner Mills.
 - b. Meeting adjourned.

Approved this 12th of July, 2021

Dean Anderson, Chairman

PACE FIRE & RESCUE DISTRICT INC
Profit & Loss Budget vs. Actual
 October 2020 through June 2021

	<u>Oct '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
43400 · Direct Public Support	3,150.41	0.00	3,150.41	100.0%
44500 · MSBU FUNDS/Ad Valorem Taxes				
44500.5 · Discounts	-95,897.70			
44500 · MSBU FUNDS/Ad Valorem Taxes - Other	2,694,532.42	2,691,177.00	3,355.42	100.13%
Total 44500 · MSBU FUNDS/Ad Valorem Taxes	2,598,634.72	2,691,177.00	-92,542.28	96.56%
44530 · Public Safety FF Sup Comp	3,673.87			
44600 · Hydrant Grant	37,415.17			
44700 · Safer Grant	64,632.44			
44850 · Fire Prevention Review Fees	2,255.88			
45000 · Interest Income	541.15			
46400 · Other Types of Income	88,370.95			
46500 · Sheriff Utility Offset	7,504.28			
Total Income	2,806,178.87	2,691,177.00	115,001.87	104.27%
Gross Profit	2,806,178.87	2,691,177.00	115,001.87	104.27%
Expense				
62100 · Contract Services				
62110 · Accounting Fees	13,450.00	17,500.00	-4,050.00	76.86%
62140 · Legal Fees	6,439.80	20,000.00	-13,560.20	32.2%
62160 · Physicals				
62165 · Pre-Hiring Expenses	2,262.40	3,500.00	-1,237.60	64.64%
62160 · Physicals - Other	3,690.00	5,500.00	-1,810.00	67.09%
Total 62160 · Physicals	5,952.40	9,000.00	-3,047.60	66.14%
Total 62100 · Contract Services	25,842.20	46,500.00	-20,657.80	55.58%
62120 · Audit Expenses	18,000.00	18,000.00	0.00	100.0%
62300 · Books/Pubs/Subscriptions	4,862.47	12,500.00	-7,637.53	38.9%
62350 · Dues & Memberships	12,045.18	12,491.44	-446.26	96.43%
62380 · Medical Supplies	124.47	3,000.00	-2,875.53	4.15%
62400 · Office Supplies	4,756.99	5,500.00	-743.01	86.49%
62450 · Fire Prevention	0.00	3,000.00	-3,000.00	0.0%
62500 · Communication	1,852.37	5,500.00	-3,647.63	33.68%

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	<u>Oct '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
62600 · Computer Supplies & Service	0.00	4,000.00	-4,000.00	0.0%
62800 · Repair & Maintenance				
62820 · Building Maintenance	2,501.97	7,500.00	-4,998.03	33.36%
62840 · Equip Maintenance & Repair	9,115.97	7,500.00	1,615.97	121.55%
62850 · Truck Maintenance & Repair	36,343.11	62,000.00	-25,656.89	58.62%
62800 · Repair & Maintenance - Other	37.07			
Total 62800 · Repair & Maintenance	47,998.12	77,000.00	-29,001.88	62.34%
63000 · Fuel/Lube/Oil	24,890.74	40,000.00	-15,109.26	62.23%
64100 · Utilities				
62135 · Garbage Service	1,638.94	2,400.00	-761.06	68.29%
64110.1 · Electric Station 1	11,366.03	26,000.00	-14,633.97	43.72%
64110.2 · Electric Station 2 & 3	875.23	9,600.00	-8,724.77	9.12%
64110.4 · Electric Station 4	972.44	2,520.00	-1,547.56	38.59%
64120 · Gas Sewer Water Station 3	966.62	2,500.00	-1,533.38	38.67%
64130 · Water Station 1	2,236.11	3,143.00	-906.89	71.15%
64150 · Internet & Telephone	1,814.92	2,000.00	-185.08	90.75%
64160 · Cell Phones	2,499.33	6,500.00	-4,000.67	38.45%
Total 64100 · Utilities	22,369.62	54,663.00	-32,293.38	40.92%
64200 · Training & Education	6,693.25	10,000.00	-3,306.75	66.93%
65000 · Operations				
65030 · Turnout Gear	1,627.72	12,000.00	-10,372.28	13.56%
65040 · Station Supplies	4,125.67	5,000.00	-874.33	82.51%
65050 · Uniforms	2,320.77	6,500.00	-4,179.23	35.7%
65060 · Operating Cleaning Supplies	2,040.46	6,500.00	-4,459.54	31.39%
Total 65000 · Operations	10,114.62	30,000.00	-19,885.38	33.72%
65100 · Insurance & Bonds				
65120 · Insurance-General Liability	0.00	60,000.00	-60,000.00	0.0%
65150 · Insurance-Vehicle & Property	33,767.92	0.00	33,767.92	100.0%
65160 · Insurance-Worker's Comp & Other	11,516.00	75,300.00	-63,784.00	15.29%
Total 65100 · Insurance & Bonds	45,283.92	135,300.00	-90,016.08	33.47%
65210 · Permits Licenses	175.00	8,200.00	-8,025.00	2.13%
66000 · Payroll Expenses				

PACE FIRE & RESCUE DISTRICT INC
Profit & Loss Budget vs. Actual
 October 2020 through June 2021

	<u>Oct '20 - Jun 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
66100 · Salaries	772,730.01	1,126,961.00	-354,230.99	68.57%
66120 · Benefits	135,467.35	249,600.00	-114,132.65	54.27%
66130 · Payroll Taxes	63,120.06	90,647.00	-27,526.94	69.63%
66140 · Retirement Match	89,045.48	203,854.00	-114,808.52	43.68%
66150 · Taxable Third Party Sick Pay	0.00			
66000 · Payroll Expenses - Other	3,120.58	0.00	3,120.58	100.0%
Total 66000 · Payroll Expenses	1,063,483.48	1,671,062.00	-607,578.52	63.64%
66200 · Other Current Charges	352.27			
66500 · Tax Collector Fees	51,940.61	127,268.00	-75,327.39	40.81%
67100 · Operational Service Test	4,518.00	7,000.00	-2,482.00	64.54%
68300 · Travel and Per Diem	1,073.00	5,500.00	-4,427.00	19.51%
69100 · Loan Payment-Engine 21	70,408.56	70,408.56	0.00	100.0%
Total Expense	1,416,784.87	2,346,893.00	-930,108.13	60.37%
Net Ordinary Income	1,389,394.00	344,284.00	1,045,110.00	403.56%
Other Income/Expense				
Other Expense				
70100 · Contingency	0.00	76,784.00	-76,784.00	0.0%
80100 · Capital Purchases				
80120 · Grant Capital Purchase Station3	334,807.36	112,500.00	222,307.36	297.61%
80130 · Grant Capital Purchase - Equip	38,502.72			
80140 · Grant Capital Purchase- Vehicle	0.00	40,000.00	-40,000.00	0.0%
80150 · Ladder 21 Replacement	1,758.00	115,000.00	-113,242.00	1.53%
Total 80100 · Capital Purchases	375,068.08	267,500.00	107,568.08	140.21%
Total Other Expense	375,068.08	344,284.00	30,784.08	108.94%
Net Other Income	-375,068.08	-344,284.00	-30,784.08	108.94%
Net Income	1,014,325.92	0.00	1,014,325.92	100.0%



Chief's Report

For the month of June 2021

Calls

EMS calls	114
Fire calls	115
Total calls	229

Response Time: Average response time for the month 6.10
Average response time for the year 6.66

Inspections/ Pre-fire Plans/ Hydrants

Annual Inspections	10
Pre-Plans	00
Plans Review	01
Permits Issued	02
Hydrants Tested	277

Training

- During the month we logged 673.84 personnel hours of required training.
- Personnel attending the following training:

Hazardous Materials Steel Drum Containers and Storage

Miscellaneous

- Firefighter Anderson has obtained his EMT certification.
- Firefighter St. Pierre has been accepted into the Paramedic Program at PSC and will be in the fall class.
- We are in the process of setting up a Swift / Flood Water Rescue class in conjunction with Skyline Fire, East Milton Fire, and Munson Fire. The class will be in August and we have four (4) personnel attending.