

Agenda
Monthly Meeting
March 18, 2018

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Moment of Silence**
- 4. Agenda (Additions / Deletions)**
- 5. Public Forum**
- 6. Minutes from previous meeting**
- 7. Financial Report (Rachel Connell)**
- 8. Chiefs Report (Chief Whitfield)**
- 9. Old Business**
 - 1. A&E Services for Station 3
(Back-Up attached)**
 - 2. Retirement Plan Update**

- 10. New Business**

Pace Fire Rescue District
Board of Directors Meeting Minutes
January 22, 2019

- iii. Breakdown of what millage would be based on numbers
 - iv. 1 Mil would generate 1.531 million
 - v. Current budget is 1.438
 - vi. Future can only budget 95% of expected budget
 - vii. Tax collector charges 2%
 - g. Retirement Plans
 - i. 2 Plans to choose from
 - 1. Regular Florida Employee Retirement System Plan
 - a. Employee contribution would be 3%
 - b. Employer contribution would be 24.5%
 - c. Financially stable
 - d. 7 year vesting
 - e. Moveable to other departments under same plan
 - 2. 175 Plan
 - a. Employee and Employer contribution would be 5%
 - b. 10 year vesting
 - c. Not moveable
 - h. Station 3 (Pea Ridge)
 - i. Meeting with Architect to explore options on expansion
6. Old Business
- a. Teresa Boutwell
 - i. January 14, 2019 is final hearing.
 - ii. Final judgment that she owes \$12,113.00 as well as costs of \$382.93
 - iii. 6.33% interest rate
7. New Business
- a. New Apparatus to replace one of the Freightliner bought in 1999
 - i. Ten-8 has provided proposal for \$506,221.36
 - ii. Prepayment discount \$19,182.77
 - iii. May see a price increase next month of 3%
 - iv. \$63,000.00 that the county pulled out for payment when they originally where going to finance.
 - 1. Funds expected to be returned 1/31/19
 - v. 2 financers- SunTrust and PNC
 - 1. SunTrust payments would be approximately \$70,000 annually
 - a. Rate 3.25%
 - 2. PNC (Pierce) Lease to Own
 - a. Pay for 7 years and then \$1 buyout
 - vi. Sell truck being replaced to offset costs or purchase equipment
 - vii. Would like to have a replacement schedule for trucks so not all truck payments will be due at the same time

Pace Fire Rescue District
Board of Directors Meeting Minutes
January 22, 2019

1. Meeting Called to order
 - a. Quorum present
 - b. Names and attendance recorded by sign in sheet
2. Additions/Corrections to minutes
 - a. None
3. Approval of minutes from previous meeting
 - a. Motion to approve by Madine , 2nd by Martin
 - b. Minutes approved
4. Financial Report
 - a. December
 - i. Volunteer Account \$93,178.49
 - ii. Savings Account \$30,812.10
 - iii. MSBU Account \$817,681.38
 - b. Hydrant Account \$26,262.76
 - c. Motion to approve by Enfinger, 2nd by Madine
 - d. Financial report approved
5. Chief's Report
 - a. Call Report for December
 - i. 280 calls for service
 1. 98 Fire responses
 2. 182 Medical responses
 - ii. 193 hydrants checked
 - iii. Monthly response time 7:38
 - iv. Annual average response time 7:43
 - b. Annual Call Total
 - i. 2943 calls for service
 - c. Administrative Assistant
 - i. Reviewing 29 applicants
 - ii. Interviews to start
 - d. Health Insurance
 - i. Renewed with Florida Blue
 - ii. Increase of \$9.00/employee per month
 - iii. Compared other plans but no other insurance providers compare to current plan offerings.
 - e. Dues for Florida Economic Development
 - i. Paid \$150.00
 - ii. Special District Annual filing
 - f. Property Appraiser's Numbers
 - i. Attached, included in packet
 - ii. Includes year end totals for 2018

Pace Fire Rescue District
Board of Directors Meeting Minutes
January 22, 2019

- viii. Next truck to be replaced will be Ladder
- ix. Once district is split will help keep mileage down on trucks
- x. Recommendation is to start moving forward with purchase
- xi. Motion made to give authority to Chief to move forward with purchase of truck by Enfinger , 2nd by Martin
 - 1. Motion approved
- b. Board member resigning
 - i. Mr. Enfinger will be leaving at the end of the month
 - ii. Service is greatly appreciated
- c. Elections for Seats 1, 3 & 5
 - i. Posted on website
 - ii. No nominations have been received.
 - iii. All current members remain on board for next 2 years.
 - iv. 2020 will go through the Supervisor of Elections
- 8. Motion to adjourn meeting
 - a. Motion by Enfinger, 2nd by Martin
 - b. Meeting adjourned.

Approved
Pace Fire Rescue District
Board of Directors

Del mt (bnc)

____ Date 3/18/19

NO MEETING

Pace Fire Rescue District, Inc.
Balance Sheet
For the months Ending December 31, 2018 and January 31, 2019

ASSETS		
	<u>12/31/2018</u>	<u>1/31/2019</u>
CURRENT ASSETS		
Cash on Hand	\$ 532.66	\$ 532.66
Charter Bank- Volunteer Account	\$ 93,178.49	\$ 92,141.75
Charter Bank- Savings	\$ 30,812.10	\$ 30,812.10
Charter Bank- Operating	\$ 817,681.38	\$ 1,220,337.32
Charter Bank- Hydrant Maint.	\$ 26,262.76	\$ 31,688.52
Note Receivable- T. Boutwell	\$ 11,643.00	\$ 11,643.00
Employee Loans	\$ -	\$ -
Accounts Receivable	\$ -	\$ 5,262.80
Total Current Assets	<u>\$ 980,110.39</u>	<u>\$ 1,392,418.15</u>
FIXED ASSETS		
Furniture, Fixtures & Equipment	\$ 1,617,104.25	\$ 1,617,104.25
Buildings/Land	\$ 2,134,168.00	\$ 2,134,168.00
Trucks	\$ 1,835,556.94	\$ 1,835,556.94
Accumulated Depreciation	\$ (4,062,639.00)	\$ (4,062,639.00)
Total Fixed Assets	<u>\$ 1,524,190.19</u>	<u>\$ 1,524,190.19</u>
TOTAL ASSETS	<u><u>\$ 2,504,300.58</u></u>	<u><u>\$ 2,916,608.34</u></u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ -	\$ 2,836.71
Payroll Liabilities	\$ 5,975.96	\$ 5,894.73
Child Support	\$ -	\$ -
AFLAC	\$ 379.35	\$ 379.35
Accrued Taxes	\$ -	\$ -
Union Dues	\$ -	\$ -
Total Current Liabilities	<u>\$ 6,355.31</u>	<u>\$ 9,110.79</u>
TOTAL LIABILITIES	<u>\$ 6,355.31</u>	<u>\$ 9,110.79</u>
UNRESTRICTED FUNDS		
MSBU Fund Balance	\$ 2,371,272.72	\$ 2,785,418.62
Hydrant Maintenance Balance	\$ 26,444.10	\$ 29,937.18
Volunteer Fund Balance	\$ 100,428.45	\$ 92,141.75
Total Unrestricted Funds	<u>\$ 2,498,145.27</u>	<u>\$ 2,907,497.55</u>
TOTAL LIABILITIES AND FUND BALANCES	<u><u>\$ 2,504,500.58</u></u>	<u><u>\$ 2,916,608.34</u></u>

Pace Fire Rescue District, Inc.
Statement of Receipts and Disbursements
For the month Ending January 31, 2019

	One Month Ending <u>1/31/19</u>	Year to Date	Budgeted <u>Amount</u>	<u>Remaing Budget</u>	%
					<u>Remaining</u>
Receipts:					
MSBU	\$ 476,076.00	\$ 1,190,190.00	\$ 1,428,228.48	\$ 238,038.48	16.67%
Total Receipts	\$ 476,076.00	\$ 1,190,190.00	\$ 1,428,228.48	\$ 238,038.48	
Disbursements:					
Contract Services	\$ 2,024.54	\$ 10,301.03	\$ 30,000.00	\$ 19,698.97	65.66%
Accounting	\$ 1,450.00	\$ 5,800.00			
Web Hosting	\$ -	\$ -			
Copy Machine	\$ 190.00	\$ 760.00			
Garbage Service	\$ 309.54	\$ 617.58			
Mistras/Physio	\$ -	\$ -			
Outside Services	\$ -	\$ 130.05			
Emergency Reporting	\$ -	\$ 2,918.40			
Emergency Medical Services	\$ -	\$ -			
Physicals	\$ 75.00	\$ 75.00			
Communication	\$ 344.43	\$ 2,600.78	\$ 6,000.00	\$ 3,399.22	56.65%
Cell Phones	\$ 344.43	\$ 1,479.89			
Other	\$ -	\$ 1,120.89			
Postage	\$ 7.20	\$ 118.54	\$ 750.00	\$ 631.46	84.19%
Insurance & Bonds	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	100.00%
Repair & Maintenance	\$ 3,291.96	\$ 25,484.18	\$ 60,000.00	\$ 34,515.82	57.53%
Building	\$ 298.00	\$ 417.95			
Equipment	\$ 1,867.71	\$ 6,856.99			
Trucks	\$ 1,126.25	\$ 18,209.24			
		\$ -			
Office Supplies	\$ 391.97	\$ 585.24	\$ 4,000.00	\$ 3,414.76	85.37%
Other Current Charges/Legal	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	100.00%
Dues & Memberships	\$ 225.00	\$ 325.00	\$ 1,700.00	\$ 1,375.00	80.88%
Medical Supplies	\$ 76.42	\$ 933.24	\$ 3,000.00	\$ 2,066.76	68.89%
Training & Education	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	100.00%
Fuel/Lube/Oil	\$ 2,025.21	\$ 11,116.73	\$ 43,000.00	\$ 31,883.27	74.15%

	One Month Ending <u>1/31/19</u>	Year to Date	Budgeted <u>Amount</u>	<u>Remaining Budget</u>	<u>% Remaining</u>
Operating Supplies	\$ 1,486.27	\$ 4,943.86	\$ 40,000.00	\$ 35,056.14	87.64%
Rehab	\$ -	\$ -			
Uniforms	\$ 1,453.80	\$ 3,575.74			
Gear	\$ -	\$ -			
Misc Equipment	\$ -	\$ -			
Paper/cleaning	\$ 29.47	\$ 1,345.62			
Other	\$ 3.00	\$ 22.50			
Utilities	\$ 1,591.57	\$ 7,047.75	\$ 29,000.00	\$ 21,952.25	75.70%
Electric	\$ 1,177.71	\$ 5,174.54			
Gas	\$ 90.92	\$ 293.50			
Water	\$ 136.15	\$ 821.22			
Internet	\$ 125.62	\$ 515.47			
Office Phone	\$ 61.17	\$ 243.02			
Loan Payment/ Apparatus	\$ -	\$ -	\$ 114,784.00	\$ 114,784.00	100.00%
Travel & Per Diem	\$ -	\$ 286.98	\$ 5,000.00	\$ 4,713.02	94.26%
Salaries	\$ 48,255.36	\$ 219,922.56	\$ 767,694.48	\$ 547,771.92	71.35%
Benefits:	\$ 16,945.25	\$ 64,289.31	\$ 224,300.00	\$ 160,010.69	71.34%
Taxes	\$ 3,678.09	\$ 16,709.02	\$ 58,728.65		
Retirement	\$ 1,275.14	\$ 5,311.09	\$ 25,000.00		
Insurance	\$ 11,992.02	\$ 42,269.20	\$ 140,571.35		
Unemployment	\$ -	\$ -			
Total Disbursements:	\$ 76,665.18	\$ 347,955.20	\$ 1,428,228.48	\$ 1,080,273.28	

Total Receipts over Disbursements \$ 399,410.82 \$ 842,234.80 \$ - \$ (842,234.80)
under budget

Approved
Pace Fire Rescue District
Board of Directors

Date _____

Pace Fire Rescue District, Inc.
Balance Sheet
For the months Ending January 31, 2019 and February 28, 2019

ASSETS		
	<u>1/31/2019</u>	<u>2/28/2019</u>
CURRENT ASSETS		
Cash on Hand	\$ 532.66	\$ 532.66
Charter Bank- Volunteer Account	\$ 92,141.75	\$ 92,309.14
Charter Bank- Savings	\$ 30,812.10	\$ 30,813.62
Charter Bank- Operating	\$ 1,220,337.32	\$ 1,150,295.80
Charter Bank- Hydrant Maint.	\$ 31,688.52	\$ 34,306.25
Note Receivable- T. Boutwell	\$ 11,643.00	\$ 11,643.00
Employee Loans	\$ -	\$ -
Accounts Receivable	\$ 5,262.80	\$ 5,207.74
Total Current Assets	<u>\$ 1,392,418.15</u>	<u>\$ 1,325,108.21</u>
FIXED ASSETS		
Furniture, Fixtures & Equipment	\$ 1,617,104.25	\$ 1,617,104.25
Buildings/Land	\$ 2,134,168.00	\$ 2,134,168.00
Trucks	\$ 1,835,556.94	\$ 1,835,556.94
Accumulated Depreciation	\$ (4,062,639.00)	\$ (4,062,639.00)
Total Fixed Assets	<u>\$ 1,524,190.19</u>	<u>\$ 1,524,190.19</u>
TOTAL ASSETS	<u>\$ 2,916,608.34</u>	<u>\$ 2,849,298.40</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 2,836.71	\$ 242.21
Payroll Liabilities	\$ 5,894.73	\$ 6,075.26
Child Support	\$ -	\$ -
AFLAC	\$ 379.35	\$ 379.35
Accrued Taxes	\$ -	\$ -
Union Dues	\$ -	\$ -
Total Current Liabilities	<u>\$ 9,110.79</u>	<u>\$ 6,696.82</u>
TOTAL LIABILITIES	<u>\$ 9,110.79</u>	<u>\$ 6,696.82</u>
UNRESTRICTED FUNDS		
MSBU Fund Balance	\$ 2,785,418.62	\$ 2,704,053.30
Hydrant Maintenance Balance	\$ 29,937.18	\$ 38,992.39
Volunteer Fund Balance	\$ 92,141.75	\$ 99,555.89
Total Unrestricted Funds	<u>\$ 2,907,497.55</u>	<u>\$ 2,842,601.58</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 2,916,608.34</u>	<u>\$ 2,849,298.40</u>

Pace Fire Rescue District, Inc.
Statement of Receipts and Disbursements
For the month Ending February 28, 2019

	One Month Ending <u>2/28/19</u>	Year to Date	Budgeted <u>Amount</u>	<u>Remaining Budget</u>	%
					<u>Remaining</u>
Receipts:					
<i>MSBU</i>	\$ -	\$ 1,190,190.00	\$ 1,428,228.48	\$ 238,038.48	16.67%
Total Receipts	\$ -	\$ 1,190,190.00	\$ 1,428,228.48	\$ 238,038.48	
Disbursements:					
<i>Contract Services</i>	\$ 5,743.06	\$ 16,044.09	\$ 30,000.00	\$ 13,955.91	46.52%
Accounting	\$ 1,450.00	\$ 7,250.00			
Web Hosting		\$ -			
Copy Machine	\$ 190.00	\$ 950.00			
Garbage Service	\$ 154.20	\$ 771.78			
Mistras/Physio		\$ -			
Outside Services	\$ 946.90	\$ 3,995.35			
Emergency Reporting	\$ 2,611.96	\$ 2,611.96			
Emergency Medical Services	\$ -				
Physicals	\$ 390.00	\$ 465.00			
<i>Communication</i>	\$ 275.90	\$ 2,876.68	\$ 6,000.00	\$ 3,123.32	52.06%
Cell Phones	\$ 339.53	\$ 1,815.26			
Other	\$ -	\$ -			
<i>Postage</i>	\$ -	\$ 118.54	\$ 750.00	\$ 631.46	84.19%
<i>Insurance & Bonds</i>	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	100.00%
<i>Repair & Maintenance</i>	\$ 1,559.40	\$ 27,043.58	\$ 60,000.00	\$ 32,956.42	54.93%
Building	\$ 555.00	\$ 972.95			
Equipment	\$ -	\$ 6,856.99			
Trucks	\$ 1,004.40	\$ 19,213.64			
		\$ -			
<i>Office Supplies</i>	\$ -	\$ 585.24	\$ 4,000.00	\$ 3,414.76	85.37%
<i>Other Current Charges/Legal</i>	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	100.00%
<i>Dues & Memberships</i>	\$ 407.06	\$ 732.06	\$ 1,700.00	\$ 967.94	56.94%
<i>Medical Supplies</i>	\$ -	\$ 933.24	\$ 3,000.00	\$ 2,066.76	68.89%
<i>Training & Education</i>	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	100.00%
<i>Fuel/Lube/Oil</i>	\$ 3,351.28	\$ 14,468.01	\$ 43,000.00	\$ 28,531.99	66.35%

	One Month Ending		Budgeted		%
	<u>2/28/19</u>	<u>Year to Date</u>	<u>Amount</u>	<u>Remaining Budget</u>	<u>Remaining</u>
Operating Supplies	\$ 247.42	\$ 5,191.28	\$ 40,000.00	\$ 34,808.72	87.02%
Rehab	\$ -	\$ -			
Uniforms	\$ 130.50	\$ 3,706.24			
Gear		\$ -			
Misc Equipment	\$ -	\$ -			
Paper/cleaning	\$ 113.92	\$ 1,459.54			
Other	\$ 3.00	\$ 25.50			
Utilities	\$ 1,616.57	\$ 8,664.32	\$ 29,000.00	\$ 20,335.68	70.12%
Electric	\$ 1,137.81	\$ 6,312.35			
Gas	\$ 82.41	\$ 375.91			
Water	\$ 206.29	\$ 1,027.51			
Internet	\$ 129.95	\$ 645.42			
Office Phone	\$ 60.11	\$ 303.13			
Loan Payment/ Apparatus	\$ -	\$ -	\$ 114,784.00	\$ 114,784.00	100.00%
Travel & Per Diem	\$ -	\$ 286.98	\$ 5,000.00	\$ 4,713.02	94.26%
Salaries	\$ 49,178.78	\$ 269,101.34	\$ 767,694.48	\$ 498,593.14	64.95%
Benefits:	\$ 5,859.55	\$ 70,148.86	\$ 224,300.00	\$ 154,151.14	68.73%
Taxes	\$ 3,767.48	\$ 20,476.50	\$ 58,728.65		
Retirement	\$ 1,313.28	\$ 6,624.37	\$ 25,000.00		
Insurance	\$ 778.79	\$ 43,047.99	\$ 140,571.35		
Unemployment	\$ -	\$ -			
Total Disbursements:	<u>\$ 68,239.02</u>	<u>\$ 416,194.22</u>	<u>\$ 1,428,228.48</u>	<u>\$ 1,012,034.26</u>	

**Total Receipts over
Disbursements**

\$ (68,239.02) \$ 773,995.78 \$ - \$ (773,995.78)
under budget

Approved
Pace Fire Rescue District
Board of Directors

[Signature] [Signature]
Date 3/19/19



Pace Fire Rescue District

4773 Pace Patriot Blvd. • Pace, Florida 32571

850/994-6884 Fax 850 / 994-3683

To: Board of Fire Commissioners

From: Robbie Whitfield, Fire Chief

Date: March 18, 2019

Re: Chiefs Report

1. During the month of February there were 72 Fire responses for service and 166 EMS related responses for a total of 238 calls for service. There were 125 Fire Hydrants were checked by the Hydrant Maintenance Division. Our average response time for the month was 07:10.
2. We are working with Landrum Staffing to find a suitable candidate for the Administrative Assistant position. The selected person will be hired through Landrum for a period of 15 weeks. If they work out we have the option to hire them as our employee at that time.
3. We have hired the following personnel to fill the SAFER Grant positions:

Patrick Garvey – Firefighter II
Jacob Darr- Firefighter II
John Davis- Firefighter II / Paramedic
4. Ivan Rosado has taken over the Hydrant Maintenance Program on a Full-Time basis.
5. All paperwork has been signed and sent to SunTrust on the new engine. The loan should close on or about March 20th. The annual payments will be \$70,408.56 per year for eight (8) years.
6. I will be traveling to Ten-8 Fire in Bradenton, Florida within the next few weeks for the Pre-Build meeting on the engine.
7. Sunshine Law and Ethics presentation, June 4, 2019, Days Inn Conference Center, Navarre, Florida start time is 5:30 p.m. Coast is FREE

Pace Fire Rescue District

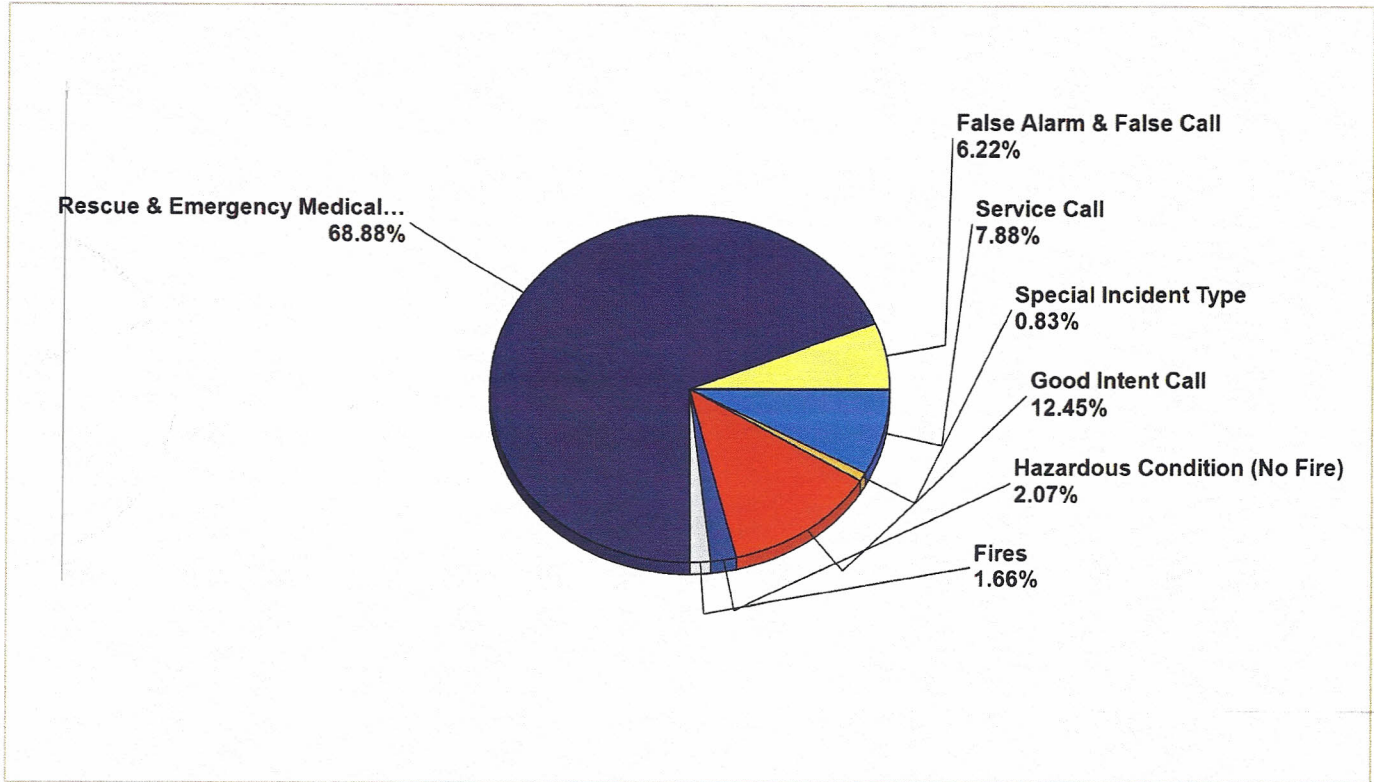
Pace, FL

This report was generated on 3/14/2019 9:46:00 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2019 | End Date: 02/28/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	1.66%
Rescue & Emergency Medical Service	166	68.88%
Hazardous Condition (No Fire)	5	2.07%
Service Call	19	7.88%
Good Intent Call	30	12.45%
False Alarm & False Call	15	6.22%
Special Incident Type	2	0.83%
TOTAL	241	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
131 - Passenger vehicle fire	1	0.41%
142 - Brush or brush-and-grass mixture fire	1	0.41%
151 - Outside rubbish, trash or waste fire	2	0.83%
311 - Medical assist, assist EMS crew	139	57.68%
321 - EMS call, excluding vehicle accident with injury	7	2.90%
322 - Motor vehicle accident with injuries	7	2.90%
324 - Motor vehicle accident with no injuries.	10	4.15%
331 - Lock-in (if lock out , use 511)	2	0.83%
365 - Watercraft rescue	1	0.41%
412 - Gas leak (natural gas or LPG)	1	0.41%
444 - Power line down	3	1.24%
463 - Vehicle accident, general cleanup	1	0.41%
511 - Lock-out	4	1.66%
551 - Assist police or other governmental agency	1	0.41%
553 - Public service	5	2.07%
554 - Assist invalid	9	3.73%
611 - Dispatched & cancelled en route	23	9.54%
622 - No incident found on arrival at dispatch address	5	2.07%
651 - Smoke scare, odor of smoke	2	0.83%
735 - Alarm system sounded due to malfunction	2	0.83%
736 - CO detector activation due to malfunction	3	1.24%
743 - Smoke detector activation, no fire - unintentional	4	1.66%
745 - Alarm system activation, no fire - unintentional	6	2.49%
900 - Special type of incident, other	2	0.83%
TOTAL INCIDENTS:	241	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



Pace Fire Rescue District

Pace, FL

This report was generated on 3/14/2019 9:46:49 AM



Incident Statistics

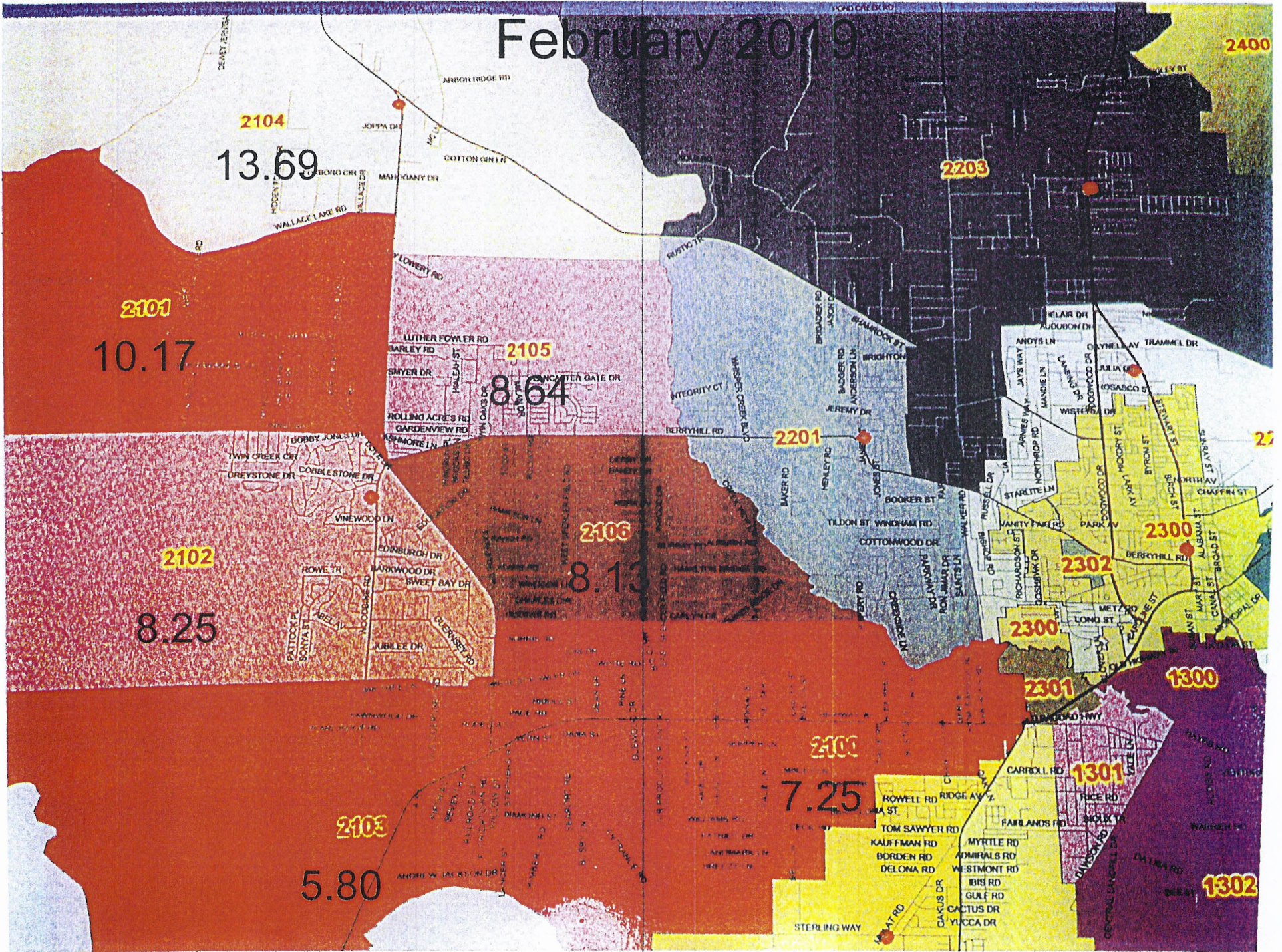
Start Date: 02/01/2019 | End Date: 02/28/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		166	
FIRE		75	
TOTAL		241	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
BAT21	0	0	7
E2102	0	0	74
R21	0	0	78
TOTAL	0	0	159
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
736 - CO detector activation due to malfunction		3	
TOTAL		3	
MUTUAL AID			
Aid Type		Total	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
76		31.54	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
PACE FIRE RESCUE DISTRICT	0:07:13	0:06:43	
AVERAGE FOR ALL CALLS		0:07:10	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
PACE FIRE RESCUE DISTRICT	0:01:20	0:01:23	
AVERAGE FOR ALL CALLS		0:01:20	
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
Pace Fire Rescue District	16:56		

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.



February 2019



**Exhibit 1 to Equipment Schedule
Tax-Exempt Lease/Purchase Agreement**

PAYMENT SCHEDULE

The annual interest rate applicable to the Agreement shall be three and 21/100ths percent (3.21%). Lessee will make Rental Payments each consisting of principal and interest as set forth below for a Lease Term of ninety-six (96) months. Lessee may prepay all of the Rental Payments and other obligations hereunder in whole, but not in part, on each Payment Date. The first Payment Date on which Lessee may make such prepayment is March 20, 2020.

<u>Payment Number</u>	<u>Payment Date</u>	<u>Total Payment</u>	<u>Principal Component</u>	<u>Interest Component</u>	<u>Prepayment Price</u>
1	3/20/2020	70,408.56	54,704.06	15,704.50	448,354.82
2	3/20/2021	70,408.56	56,457.32	13,951.23	386,415.39
2	3/20/2022	70,408.56	58,266.78	12,141.78	323,777.56
4	3/20/2023	70,408.56	60,134.23	10,274.33	260,437.61
5	3/20/2024	70,408.56	62,061.53	8,347.03	198,376.07
6	3/20/2025	70,408.56	64,050.61	6,357.95	134,325.47
7	3/20/2026	70,408.56	66,103.43	4,305.13	68,222.04
8	3/20/2027	70,408.56	68,222.04	2,186.52	0.00

* After payment of the Rental Payment due on such date.

PACE FIRE RESCUE DISTRICT,
Lessee

By: _____
Name: ROBBIE WHITFIELD
Title: FIRE CHIEF

SUNSHINE LAW AND ETHICS PRESENTATION

PRESENTATION BY

**STUART KAUFMAN of KLAUSNER,
KAUFMAN, JENSON, & LEVINSON**

WITH ADDITIONAL INFORMATION
PROVIDED BY

**JON KAGAN, FINANCIAL MNGR, of
RAYMOND JAMES**

AND

**DREW BALLARD, ACTUARY, of
FOSTER & FOSTER**



**June 4, 2019 at 5:30 p.m.
Days Inn Conference Center
Navarre, FL**

IF YOU ARE AN
ELECTED OR
APPOINTED OFFICIAL,
YOU ARE INVITED TO
ATTEND THIS FREE
PRESENTATION.

CAN BE USED TOWARD
REQUIRED CEU'S FOR
FISCAL 2019.

**FOR MORE INFORMATION AND TO RSVP
PLEASE CONTACT
DEE MAY AT HOLLEY-NAVARRE FIRE
DISTRICT**

(850) 939-5236



February 11, 2019

Mr. Robbie Whitfield, Fire Chief
Pace Fire Rescue District
4773 Pace Patriot Blvd
Pace, FL 32571

Approved
Pace Fire Rescue District
Board of Directors


____ Date 3/26/19

Re: Proposal for Architectural and Engineering Services for
Addition to Fire Station #3

Dear Robbie,

Thank you for the opportunity to provide architectural and engineering services for the addition to the existing Fire Station #3 in Pea Ridge.

The scope of the work, based on our meeting:

- A new addition of approximately 2,000 to 2,500 square feet, to be located on the west side of the existing 2-bay station
- Programmed spaces for the new facilities include:
 - Sleeping quarters: 4 or 5 bunk rooms
 - An office for staff
 - A laundry room
 - A Kitchen / Day Room – with separate pantries for shifts
 - A men’s restroom with a shower and a women’s restroom with a shower
- No training room or watch room is necessary, as these functions are provided in the main station on Pace Patriot Blvd

My estimation of the costs of the renovation work would be in the \$400,000 to \$500,000 range, or about \$200 per square foot, plus the cost of the sitework. This is based on some projects that have been recently bid.

Our services would include the following:

Architectural services, including an exterior rendering	\$19,500.
Structural engineering	\$3,500.
Mechanical and plumbing engineering	\$3,500.
Electrical engineering	<u>\$5,500.</u>
Total	\$32,000. = 8%
Civil engineering - site & stormwater design and permitting (not including surveys or soil tests, if needed)	<u>\$10,500.</u>
Total	\$42,500.

This compares to the State of Florida fee calculator for AE Services at 8.37% plus stormwater design.

You can check these rates at their website:

https://www.dms.myflorida.com/business_operations/real_estate_development_and_management/building_construction/forms_and_documents/design_professional_fee_guidelines/fee_guide_calculator_for_ae_services

If this meets with your approval, I will draft an agreement of services - using AIA B151 form.

Thank you, and we look forward to working on the exciting project. Please call me if you have any questions.
Sincerely,



Danny Grundhoefer, AIA

MEETING SIGN-IN SHEET

Title: Board of Fire Commissioners

Meeting Date:

March 18, 2019

Facilitator(s): Dean Anderson

Place/Room:

Pace Fire Rescue District

Name Printed	Name Signature	Company	Phone	E-Mail
Robbie Whitfield	<i>Robbie Whitfield</i>	Pace Fire		
Rachel Connell	<i>Rachel Connell</i>			
MICHAEL MAINE	<i>Michael Maine</i>	Pace Fire		
DEAN ANDERSON	<i>Dean Anderson</i>	Pace Fire		
Keith Chapman	<i>Keith Chapman</i>	Pace Fire		
NICK LOPEZ	<i>Nick Lopez</i>	Pace Fire		
Christopher Hall	<i>Christopher Hall</i>	Pace Fire		
Derek Ebbighausen	<i>Derek Ebbighausen</i>	Pace Fire		
Jonathan Kusan	<i>Jonathan Kusan</i>	Pace Fire		
Tiffany Kusan	<i>Tiffany Kusan</i>	Citizen		
PATRICK WISSMAN	<i>Patrick Wissman</i>	Pace Fire		
John Davis	<i>John Davis</i>	PACE FIRE		
Robert Nowlin	<i>Robert Nowlin</i>	PFRD		

