



DISTRICT MEETING - June 20, 2011 - DRAFT

1. AGENDA

1.A. Call to Order

Chairman Andersen called the meeting to order at 7:47 p.m.

Also present were: Don Bock, Vicky Fay, Sergio Garcia, Mike Jenkins, Scott Robinson, Peter Rosasco, Theron Simmons, and Bruce Stoll. The meeting was held at Station #24.

1.B. Roll Call

Vicky Fay called the roll. The following Commissioners were present: William Andersen, Marilyn Beyer, Mike Edgerton, Jennifer Miller and Mark Wheaton. There was a quorum.

2. APPROVAL OF AGENDA & MINUTES

2.A. Approval of Agenda

Motion: Commissioner Wheaton made a motion to ***approve the agenda***. This motion was seconded by Commissioner Edgerton, and the Board unanimously passed the motion.

2.B. Approval of Minutes

2.B.1 District Meeting Minutes May 23, 2011 Budget Workshop

Motion: Commissioner Miller made a motion to ***approve the May 23, 2011 Budget Workshop Meeting Minutes***. This motion was seconded by Commissioner Edgerton and the motion was passed unanimously by the Board.

2.B.2 District Meeting Minutes May 23, 2001 District Meeting

Motion: Commissioner Miller made a motion to ***approve the May 23, 2011 District Meeting Minutes***. This motion was seconded by Commissioner Beyer and the motion was passed unanimously by the Board.

3. CHAIRMAN'S REPORT

The Chairman did not have any new items to present to the Board.

4. SECRETARY'S REPORT

There were no new items presented by the Secretary.

5. PUBLIC COMMENT

No comments were received from the General Public.

6. OLD BUSINESS

No old business was brought to the Board to discuss.



7. NEW BUSINESS

7.A. District Administrator Phone

The Administrator attended the Florida Association of Special Districts conference last week. One of the topics discussed at the conference was utilizing personal cell phones for business. It was brought to everyone's attention, the entire use of the phone (calls and text messages) are considered public record under the Sunshine Law. Mr. Stoll requested a cell phone to use for District business. The cost through AT&T is \$89.99 per month, with an additional \$15.00 per month to allow emails. Commissioner Edgerton made a motion to approve purchasing the cell phone for the Administrator, which was seconded by Commissioner Wheaton. Commissioner Edgerton withdrew his motion.

Motion: Commissioner Miller made a motion to ***approve purchasing the cell phone through the Fire Department if it is less than \$89.99 per month; and if there is not a large setup fee. This will allow the purchase of the cell phone without having to come back to the Board for approval.*** This motion was seconded by Commissioner Beyer and the motion was passed unanimously by the Board.

8. FINANCIAL REPORT

Peter Rosasco reported the District is at 66.7 % (2/3) of the way through the FY 10-11 fiscal year. The District has received 93.4% of the budgeted income, and the District normally received 95%-97% of the projected income per year. The District Board is well in line of their budget. Some things may look a little high, but they are front-ended accounts; i.e., insurance, etc. Overall the District Board is at 57.8%.

The Fire Department is also well in line with their budget. Some items may appear to be a little high, but that is due to some items being front ended and some of the small line-items may have exceeded the budget. Overall the Fire Department shows 46.9%. This may be a little bit misleading because the budget includes the \$445,000 for the apparatus, which has not be used this fiscal year. When the apparatus is factored out they are at 62.8%.

The Ambulance Corp is slightly over due to items that are front ended or small budget items. The Corps is at 51.7%. This includes the \$135,000 for the ambulance; however, when that is factored out, the Corps is at about 64%.

When you look at the District and both departments, the overall expenses are at 49.4%. When the capital items are subtracted out, the District is overall at 62.3% of the overall budget for expenditures.

Finance did a little bit of quick math, and right now the District is showing a surplus of \$374,500.00. However, for the next four months the District will only be receiving a small amount of Ad Valorem taxes, and the next four months will represent a time of spending rather than receiving.

Based upon our current spending level until the end of the year, the District will result in a deficit of about \$133,000.00, which is much less than the \$329,000 that was budgeted. This year the budget will come in better than projected with less of a deficit.

There has been an 8% decrease in the property values over the last couple of years. One of the things the District can do this year to help next year is to really control our spending. If you do not need it, do not spend it. Save it for next year. Basically we need to spend \$133,000.00 less so the District will not have to draw from reserves.



8. FINANCIAL REPORT (Continued)

Chief Garcia reported the KLVFD has issued a spending freeze the remainder of the fiscal year. The Fire Department overtime is at 97.3%. Chief Garcia reported there will be additional people working this weekend to cover Summer Splash, which will be charged for individual hours and fuel costs will be reimbursed. The Fire Department only charges profit organizations. They do not charge non-profit organizations or fundraisers. Peter reported the Corps should budget more for Diesel Fuel account in FY 11-12.

9. LEGAL COUNSEL REPORT

Theron Simmons requested the Fee Schedule for the District to review. The department will provide the Fee Schedule to the District.

10. EMS DEPARTMENT REPORT

The Corps did not have a report for the District.

11. FIRE DEPARTMENT REPORT

No report was given by the Fire Department.

12. DISTRICT ADMINISTRATOR REPORT

Bruce attended the FASD Conference, and will bring a program to the Commissioners. He received a package from govdeals.com. A meeting has been setup with the County to discuss their self-funded LOSAP plan. He will submit the Invitation to Negotiate to Legal next week. Bruce will also check with VFIS regarding Worker's Compensation for the District. FEMA/DHS have released a training schedule for the AFG Grant.

13. COMMISSIONER'S ITEMS

Jennifer Zimmer congratulated Tom Tharp on receiving certification as a District Official through FASD. Tom recommended the District consider sending the District Administrator to attend the Certified Manager Course.

14. ADJOURN

Commissioner Wheaton made a motion to adjourn at 8:22 p.m.

Next Scheduled Meeting:

July 11, 2011 District Budget Workshop (Adopt Proposed Millage) followed by District Meeting
July 25, 2011 District Budget Meeting (Final Review of Proposed Budget) followed by District Meeting
August 8 and August 22, 2011 District Meetings
September 12, 2011 1st Public Hearing followed by District Meeting
September 19, 2011 Final Public Hearing followed by District Meeting
October 10 and October 24, 2011 District Board Meetings
November 21, 2011 District Board Meeting
December 19, 2011 District Board Meeting

Documents:

110523 Budget Workshop Meeting Minutes May 23, 2011
110523 District Meeting Minutes May 23, 2011
110531 District Financial Report
110531 KLVAC April Reports
110531 KLVFD April Reports