

ACTION ITEM			TARGET		
FROM MEETING	ASSIGNED TO	ITEM	DATE	STATUS	COMMENTS
SP: Property	District Board	Resolve land ownership issues with old Fire Department & Resolve investing taxpayer money on land not owned by the District (These items were combined) as the end result will be the same for each item.	2/28/2014	Ongoing	No District Action Required at this time.
SP: Property	Legal	Create a Fire Hydrant Program - PHASE 2 . . . (2014 Hydrants) Approved Hydrant Locations 15	7/1/2014	Ongoing	PHASE 2: 150508: La Rocco has the permits and may proceed with work; 150429: Comm. Beyer signed the permits; 150427; The Utility Permit should be issued this week; 150422: Phase 2 documents submitted to FKA for Utility Permits. 150318 District is awaiting Certificate of Liability Insurance and Performance Bonds 150223: Board Selection of Vendor & LaRocco Contract; 150207 Bid Responses Due; 150106 Phase 2 RFP Issued.
SP: Property	Griffeths	Create a Fire Hydrant Program - PHASE 3 (2015 Hydrants) In progress	FY 2015-2016	Ongoing	PHASE 3: This is an FYI 15-16 Project and Phase 3 will be sent to FKA for permits later this fiscal year. 140422: These will be submitted 150223: Board Selection of Vendor & LaRocco Contract; 150207 Bid Responses Due; 150106 Phase 2 RFP Issued.
SP: Property	Griffeths	Create a Fire Hydrant Program - PHASE 4 . . . (2015 Hydrants) 9 LOCATIONS on . . . FKA 5 Year Master Plan	FY 2016-2017	Ongoing	PHASE 4: Battalion Chief Griffeths would like to see Cross-Keys Waterway sub-division moved to a higher priority. Commissioner Thomas conducted preliminary discussions with FKA, and 9 hydrants are being placed on the FKA Five (5) Year Master Plan. For the locations, see the Master Fire Hydrant List (Bermuda Shores and Cross-Key Waterways Sub-division).
SP: Property	District Board	Create Fire Training Grounds	7/1/2014	Ongoing	The District Board will need to identify if this is a project they would like to pursue.
SP: Property	Mirabella	Station 24: Second story addition	7/1/2014	Ongoing	The Drawings & the Proposal were submitted to the District Board at the March 10, 2014 District Meeting. Commissioner Mirabella reported nothing may proceed until the legal issues with the Old Fire Department are resolved.
SP: Money/Funding	Thomas	304 Discretionary Sales Tax (Work with Monroe County)	2016 NEED to BEGIN to NEGOTIATE NEW ILA FOR FY 2016-2017		150427; The Board approved Amendment 1 to the ILA and it was sent on 4/29 for BOCC Approval at the 5/20 BOCC Meeting; 150427 Meeting Amendment to Sales Tax ILA for Wheaton's and Rowels completed in FY 14-15 rather than FY 13-14. District Legal worked with the County's Legal Department, and a 3 Year Inter-local Agreement was submitted to the BOCC for approval at their 8/20/14 Meeting. The District & BOCC approved 3 year ILA (2014-\$250,000) (2015-\$300,000) and (2016-\$300,000)
SP: Money/Funding	Thomas	Impact Fees (Work with Monroe County)	7/1/2014	Ongoing	140427: Chairman Thomas spoke with Roman and there is an estimated \$14,000 of impact fees due to the District; 150413 Chairman Thomas spoke with County Administrator, and this item needs to be finalized with the County. The Chairman, Finance & Legal need to meet with the County regarding Impact Fees and prepare an Impact Fee ILA.
SP: Money	District Board	Legislature funding abilities	7/1/2014	Ongoing	See above.
SP: Money	Johnson	Create plan for building restoration, replacement fund & paving	7/1/2014	Ongoing	150427, the 1st Draft of the Five-Year Capital Improvement Plan was distributed to Commissioners on 04//27/15.
SP: Money	Simmons	Create reserve fund categories	2/28/2014	Ongoing	150427 The District received the Notices of Violation; 150427 The Clerk met with the Fire Department; and the documents have not been received by the District. The Special Fee Assessments were approved in 2012 for False Alarms and Illegal Open Burning. TO DATE, NO VIOLATIONS HAVE BEEN ISSUED. This item needs to be discussed for clarity. 1) Does the Ambulance Corps or Fire Department want to implement more special fees for services? Special Assessment is discussed in the Legislative Funding Abilities Section.
#2012-001(False	Simmons	Research possibilities of special fees/assessments	7/1/2014	Ongoing	Special Assessment is discussed in the Legislative Funding Abilities Section.
SP: Staffing/Retention	Bock	Obtain and retain local volunteers for adequate staffing	7/1/2014	Ongoing	03/23: Four (4) firefighters were hired; 02/28 The Corps will conduct testing for paramedics on February 28th; 01/26/15 Corps (4) volunteers passed probation; 12/15/14 19 new firefighter candidates and 17 passed the class; 11/21/14 ADVERTISING NEW VOLUNTEERS; TESTING ON 12/13/14. 12/13/14: 02/12 & 02/14 Reporter & Keynote advertisements for FFI & FFII. Testing on February 22, 2014. 2/22: 20 Applicants tested. THE BOARD IS WAITING FOR REPORT FROM DEPT.
SP: Staffing/Retention	Bock	Track new staffing programs implemented in December 2013	12/31/2014	Ongoing	Department management is reviewing and monitoring staff scheduling.

SP: Funding	Fay	Pursue additional grant funding	3/31/2014	Ongoing	150427 The District received the FEMA/DHS payment for the Bunker Gear grant; 150427 There were 11,400+ AFG Applications, and the District is one of 2770+ to receive peer review; 150415 AFG has begun to award the Dec 2014 AFG grants over the next 120 days. Good news, 150324 The FL DOH expects to award grants late May/June; 03/11 Submitted FL DOH Grant for Generators; 02/15 Reviewed FP&S for Department; 02/06/15 Reviewed SAFER Grant - KLVFD does not want to apply; 12/6/14 AFG Grant submitted ;On July 4th, the District was awarded the 2013 AFG Grant for PPE. 2/6/13 KLVFD Grant Submitted, Clerk reviewed grant requirements for DOH 2014 Grant (Corps) Due 2/28/14 & NVFC Training Grant (Fire Dept.) and provided information to the dept. 12/24/13 & 2/7/14. March review and prepare report for dept. for AFG Fire Prevention & Safety Grant.
SP: Outreach	Fay	Update Website User Friendliness	3/31/2014	Ongoing	150506 Extensive work on Commissioners & News Sections; The Home, Commissioners, Schedule, News-Press, Volunteer pages have been reviewed and updated. All sections have been updated through 12/31/13. The website was reviewed in April, and numerous pages were slightly modified.
SP: Outreach	Fay	Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter	3/31/2014	Ongoing	150511 Issued News Release Open Burning; 03/09 Meeting Cancellation Notice; 02/20 District issued PR (Dave Gow); 1/15: District Issued Press Releases District Accomplishments & Fire Dept. issued Press Releases Training. 11/14: Issued Press Releases (Veterans Day); 10/14: Issued Press Releases for Fire Hydrant Project, Lake EMS Presentation, Smoke Alarm/Time Change. The 3/26 Meeting cancelled, 4/14/14 meeting plan submitted to Board, 5/12/14 Board Approved, and Facebook Account Established. The plan addresses Press Releases, Social Media (Facebook & Twitter) - 01/14: January Letter to the Editor; 02/06: Smoke Detector PR for Radio Stations; 03/00 Advertising (Newspaper/Radio) Press Releases; 04/00 Tanker Sale. 05/14 Press Release Sale of Tanker and Departments at Memorial Day & 4th of July Events. 07/14 Press Release District Awarded DHS/FEMA Grant for PPE. Facebook Messages are distributed weekly or bi-weekly. Radio & Newspaper issued for Press Releases for 911 Remembrance Event and Press Release for Fire Prevention Week & the Live-Burn Demonstration. Distributed PR information regarding Hydrant Project status (nice newspaper article in the Free Press. Issued PR and photo for the Fire
	Legal	Prepare Mutual Aid Agreement with the County.	LL FOLLOWUP II	Closed	150513 Pending receipt of original Agreements; 140424 Electronic copy of the Mutual Aid Agreement received; 150422 The Clerk requested a copy of the Mutual Aid Agreement on 3/19 & 4/22; 150318 The Agreement was approved at the 03/1815 BOCC Meeting; 02/23/15 District & County Mutual Aid Agreement to be approved at 02/23/15 District Meeting.
	Legal	Prepare Mutual Aid Agreement with Miami Dade.	CHIEF BOCK WILL FOLLOWUP NOV 2015	Ongoing	150511: The agreement needs to be approved by Miami Dade's Fire Chief, MDRF Legal, the MD County Administrator, MD County Legal & then it goes to the Miami Dade County Commissioners. Any changes will have to be approved as well. 150223 & 150126: The Mutual Aid Agreement has been submitted to Miami-Dade Legal for review.
	Fay	Draft Procedure #104, Acquisition & Disposition of Assets Purchased with Federal Funds			
	Fay	Draft Procedure #105, Acquisition & Disposition of Assets Purchased with State Funds			
130211	Board	AI 6.E. FASD recommends developing a Social Media Policy (Need Board Direction)	2013		The Clerk and Legal need Board direction if they would like the District to pursue establishing this policy.
131000	Fire Department	Research ISO Computer Program	9/30/2014		This is the ISO program that shows the ratings for homes.

This Color relates to District Activities.

This color relates to Fire Hydrants.

This color: District Board direction is requested.

This color identifies Financial Items