

			DESIGNATES NEW ITEMS	TARGET		
FROM MEETING	ASSIGNED TO	ACTION ITEMS		DATE	STATUS	COMMENTS . . . For May 21, 2018 Meeting . . . Page 1 of 2
O.7.1	Allen	GENERAL FUNDING SOURCE				171016 In Process
	Johnson	Limited revenue - Review Increasing the Millage				171016 Final Millage rate increased to one mill
	Johnson	Determine Proposed Property Tax Increase				n Process
	Simmons	Review Special Assessment Requirements				171016 In Process
	Simmons	Identify Actions Necessary to Raise Millage in 2018				171016 In Process
	Johnson	Compare District Millage Rate with County				
	Simmons	Option to Budget for Reserves				
	Johnson	Determine the Savings Generated with 1.0 Millage.				171016 Final Millage rate increased to one mill
	KLVFD/KLVAC	Review Retention Incentives				171016 In Process
	KLVFD/KLVAC	Review 401K match				171016 In Process
O.7.2	Simmons/Cullen/B	Cost Recovery: Ambulance Corps				170424 the Corps raised their fees.
O.7.3	Simmons/Cullen/B	Cost Recovery: Fire Department				170524 the Fire Department has not added any new fees.
O.7.4	Thomas	ILA: Impact Fees				170522 Work to Achieve Guaranteed % of impact fees; 170424 Thomas/Rosasco to meet with County.
O.7.5	Thomas	ILA: Sales Tax		2021 (1st Qtr.)		170522 will move item after 2018 items
	Thomas	Fire Hydrant Project Phase 5 (FY 2016-2017)		2017 (2nd Qtr.)	170724	PHASE 5 IS COMPLETE !!!
	Thomas	Fire Hydrant Project Phase 6 (FY 2017-2018)		2017 (2nd Qtr.)	180309	PHASE 6 IS COMPLETE !!!
T.2 Monitor the Economy	District Board	Review economic indicators and budget accordingly.		2017 (2nd & 3rd Qtrs.)		Review during the budget process.
T.3 Review Capital Budget	Johnson	Review and update the Five-Year Capital Improvement Plan annually.		2017 (2nd & 3rd Qtrs.)	Closed	170814 The Fire Department is reviewing; 160627 The Five-Year Capital Improvement Plan was updated and distributed to the Board on 4/25/16.
	Fay	Draft Procedure 31-4, Acquisition & Disposition of Assets Purchased with Federal Funds		2017 (2nd & 3rd Qtrs.)	Closed	170814 Procedure to Legal for Review
O.1 Cadet Program	Mirabella	Create a Cadet Program		2017 (3rd Qtr.)		160919 The Procedure was approved at this meeting and the details of the program will continue to be developed and will be presented to the Board in 2017; 160822 Draft Procedure submitted to Board; 160613 Commissioner Mirabella will revise the Cadet Program Procedure and resubmit to the Board.
S.3 Controlling Finances	Powers, Johnson	Quarterly Department Meeting (From Strategic Plan Controlling Finances)		2017 (4th Qtr.)	Closed	4th Quarter Strategic Planning meeting I scheduled for 11/13/17.
S.3 Controlling Finances	Powers, Johnson	Quarterly Department Meeting (From Strategic Plan Controlling Finances)		2017 (4th Qtr.)	171113	Identify 2018 Strategic Planning Workshop Dates - February, May and November
T.4 Identify Potential Legislation Important to District	Simmons/Fay	Identify Potential Legislation Important to District & Identify a District representative to represent the District, if/when required.		2018 (1st Qtr.)		170424 No 2017 Legislature Items required District action; 1) From Strategic Planning Workshop 161114: Identify changes to legislation that formed the District that would not require voter approval.

ACTION ITEM FROM MEETING	ASSIGNED TO	ONGOING ITEMS	TARGET DATE	STATUS	COMMENTS . . . For May 21, 2018 Meeting . . .
					Page 2 of 2
	Thomas	Fire Hydrant Project Phase 7 (FY 2018-2019)	CONSTRUCTION CANNOT BEGIN PRIOR TO 10/1/18	2018 (1st)	Confirming Phase 7 Fire Hydrant Locations.
S.2 Community Support	Cullen, Bock	Community Support		2018 Ongoing	160523 The departments currently has an AED, CPR, Child Car Seat Installation and Address (residence/business) Verification Programs in place.
W.3 Improve Fractured Internal/External	District Board & Staff	Identify when substantial staff time is required to research items.		2018 Ongoing	
W.3 Improve Fractured Internal/External	District Board & Staff	Notify Clerk to disseminate information on issues of which the entire board should be aware.		2018 Ongoing	
W.3 Improve Fractured Internal/External	Legal	Submit quarterly legal report.		2018 Ongoing	170710 This item was changed to quarterly instead of monthly.
SP: Outreach	Fay	Update Website User Friendliness		2018 Ongoing	170522 Adding Department Procedures and other items to the website; 161200 and 170100: Extensive work on Commissioners & News Sections, Departments & Volunteers pages have been reviewed and updated (as required); 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: Funding	Fay	Pursue additional grant funding		2018 Ongoing	1804 submitted SAFER grant; 1803 Did not submit Fire Protection & Safety (FP&S) Grant; 1802 Submitted AFG Grant; 170519 Submitted FP&S Grant; 170213: KLVFD applied for SAFER Grant; The Corps did not apply for a DOH Grant; 161117: KLVFD applied for AFG Grant; 161017 Grant to be submitted to Board for approval; 160919: The District will submit the upcoming AFG grant; 160822: 2015 AFG not received; 160627: 2016 DOH Grant. 160506: The District applied for the FP&S Grant; 160425 The District will apply for the FEMA FP&S Grant; 160323 The District applied for the DOH Grant; 160216 The Corps will apply for a DOH grant for training. 160118 The 2016 DOH Grant is being reviewed to determine if the District will submit a grant for the Corps. 160115 The District submitted the 2015 AFG Grant.
SP: Outreach	Fay	Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter		2018 Ongoing	170102: Press Release District Accomplishments; 1090923: Fire Prevention Week Activities Press Release distributed; 160902: 911 Ceremony Press Release distributed; 160722: Trauma Star Press Release distributed; 150323: Press Releases were issued for Smoke Alarms and the KLVFD Call Volume; 150205 Press Release 2015 Accomplishments.

FROM MEETING	ASSIGNED TO	CLOSED ITEMS	DATE	STATUS	COMMENTS . . . For May 21, 2018 Meeting . . .
S.3 Controlling Finances	Powers, Johnson	Quarterly Department Meeting (From Strategic Plan Controlling Finances)	2017 (2nd Qtr.)	Closed	2rd Quarter Strategic Planning meeting is scheduled for May 22, 2017.
T.5 Maintain Awareness of Global Warming Issues	District Board	Maintain Awareness of Global Warming Issues	2018 (2nd Qtr.)	Closed	170522 Closed at Strategic Planning Meeting; 170524 New FEMA Flood Maps will be issued; Periodically review this item to identify if action is required.
S.3 Controlling Finances	Beyer, Johnson	Quarterly Department Meeting (From Strategic Plan Controlling Finances)	. . . Quarterly Strategic Planning Meeting was conducted on 11 2016 (4th Qtr.)		161114 The next proposed Strategic Planning Meeting is scheduled for 02/27/17; 160919 The next Strategic Planning Meeting is scheduled for 11/14/16; 160711 The Clerk will schedule a Department Workshop the 4th Qtr. of 2016.

O.3 Ensure Capital Improvement Funding	Thomas	Monitor and conduct communications with the County.		2016 Ongoing	Closed	This item is closed - there are items for Impact Fees and Sales Tax ILA's with the county. 160725 Meeting with County scheduled for 08/22/16; 160627 Legal awaiting feedback from County as of 06/22/16.
O.4 Limited Revenue Sources	Cullen/Bock	Review Department Services to identify those items that are eligible to be billed.	... Perhaps these related items should be combined ...	Closed	Closed	160919 Item Combined with 160725 Limited Revenue Stream; 160822 No Action - Rescheduled for September 19, 2016 meeting.
O.5 ILA Impact	N/A	ILA Impact		Closed	Closed	Deleted and combined with Capital Funding.
O.5 ILA Impact	N/A	ILA Impact		Closed	Closed	Deleted and combined with Capital Funding.
S.1 Unity of District/Departments	Simmons	Unity of District/Departments		05/23/2016	Closed	160523 This item was closed at the June 27th meeting.
S.3 Controlling Finances	Beyer, Johnson	Controlling Finances		06/27/2016	Closed	160627 Commissioner Beyer & Johnson made a presentation to the Board. The Board will schedule a quarterly meeting.
S.4 Board Diversity	Thomas, Simmons	Board Diversity		2016	Closed	160627 The Board closed this item at the June 27th meeting.
S.5 Training	Allen, Garrido	Training		2016 (3rd Qtr.)	Closed	160822 The Firefighter I program is awaiting approval from the State. This item is considered closed. 160725 This item was rescheduled for August 22nd meeting; Originally scheduled for July 25th Meeting.
S.6 EMS Cost Recovery	Cullen, Bock	EMS & Fire Cost Recovery	... Perhaps these related items should be combined ...	Closed	Closed	160919 Item Combined with 160725 Limited Revenue Stream; This item was discussed at the July 25th Meeting, and it was determined it would be an ongoing item.
S.7 Strong Volunteerism	Beyer	Strong Volunteerism		2016 (3rd Qtr.)	Closed	160919 Commissioner Beyer discussed the pro's and con's of the District's volunteer program.
SP: Outreach	Fay	Include in Communication Plan: Schedule Press Releases		03/31/2014	Closed	This item was combined into the Communications Plan Action Item.
W.4 Limited Revenue	N/A	Limited Revenue Sources		Closed	Closed	Deleted and combined with Cost Recovery

Create a Fire Hydrant Program - PHASE 1 ... (2013 Hydrants)

41821 COMPLETED PHASE 1: COMPLETE

Legal

Prepare Mutual Aid Agreement with Ocean Reef.

Theron forwarded the Mutual Aid Agreement to Ocean Reef-it was Board

	Fay	Include in Communication Plan: Explore use of Social Media, Twitter & Facebook		03/31/2014	Closed	This item was combined into the Communications Plan Action Item.
130211	Board/Legal	Finalize Mutual Aid Agreement with Islamorada Village.		10/01/2014	Closed	Islamorada Mutual Aid Agreement Approved September 15, 2014

Resolve land ownership issues with old Fire Department & Resolve investing taxpayer money on land not owned by the District (This

41698 Closed

Create a Fire Hydrant Program - PHASE 2 ... (2014 Hydrants)

15 Approved Hydrant Locations

41821 Closed

10/24/15 the District Board approved a Settlement with the Old Department
 PHASE 2: The pads have been installed; 150910 There are three hydrants that need concrete pads installed; 150617 La Rocco started construction in Pirates Cove; 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 FCAA 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.

		Prepare Mutual Aid Agreement with the County.		THE CHIEF WILI 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.
		Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter		41729 Ongoing	Release Smoke Alarms; 09/18/15 Press Release Fire Prevention Week; 09/07/15 Press Release 911 Service; 50617 News Release for False Alarms completed and placed on hold as a change is required to the Ordinance; 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
		Prepare Mutual Aid Agreement with Ocean Reef		2016 Closed	160627: The Board approved the Mutual Aid Agreement on 16/06/27. Ocean Reef did not foresee any problems with the Mutual Aid Agreement, and the Ocean Reef Attorney is reviewing.
		Create a Fire Hydrant Program - PHASE 5 . . . (15 Hydrants) Create a Fire Hydrant Program - PHASE 6 . . . (15 Hydrants)		FY 2016-2017 Ongoing FY 2017-2018 Ongoing	PHASE 5: The Week of 160627 The Permit Application will be submitted to FCAA to begin FDOT approval; 160523 The Board approved the contract with Reynolds Engineering to prepare drawings at the 04/25/16 meeting; 160425 The Phase 5 List has been finalized; 160323 The List is currently being reviewed; 160125 KLVFD is identifying additional locations for Phase 5. PHASE 6: 160627 The hydrant locations are being identified.
SP: Money/Funding	Thomas	304 Discretionary Sales Tax (Work with Monroe County)		IN PROCESS	160622 Legal is awaiting feedback from the County; 160525: Legal will submit the District's new 5 Year Capital Investment Plan to the County; 160323: A meeting was held with the County the week of 03/21/16; 160218 Legal is setting up a meeting with the County. 160121 The District will begin coordinating the new FY 16/17 Sales Tax ILA.150914 The District will need to renegotiate a new 304 Discretionary Sales Tax ILA in 2016; 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 Rowles 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)		IN PROCESS	160623: Legal is awaiting feedback from the County; 160525: Legal is in discussion with the County; 160323: A meeting was held with the County the week of 03/21/16; 160218 Legal is setting up a meeting with the County. 160121 The District is coordinating the Impact Fee ILA with the County. 150915 Rosasco & Simmons will coordinate the new Impact Fee ILA. 140427: Chairman Thomas spoke with Roman and there is an estimated \$10,000 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	41821	<i>I will delete. This is a duplicate from 2016 Strategic Planning Workshop.</i>	See above.
SP: Money	Johnson	Create plan for building restoration, replacement fund & paving	41821	<i>Ongoing</i>	160425: The revised Capital Improvement Plan was submitted to the Board on 04/25/16; 150910 Jennifer submitted the plan to the District and District Board. 150622 Jennifer is working with these departments.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	41698	<i>I will delete. This is a duplicate from 2016 Strategic Planning Workshop.</i>	160523: Notices of Violation (False Alarm - Two) and (Open Burning - One) were issued.
SP: Money	Simmons	Research possibilities of special fees/assessments	41821	<i>I will delete. This is a duplicate from 2016 Strategic Planning Workshop.</i>	Special Assessment is discussed in the Legislative Funding Abilities Section.
SP: Staffing/Retention	Bock	Obtain and retain local volunteers for adequate staffing	41821	<i>I will delete. This is a duplicate from 2016 Strategic Planning Workshop.</i>	160222: The Corps hired ten volunteers and three paid staff hired.
SP: Staffing/Retention	Bock	Track new staffing programs implemented in December 2013	42004	<i>I will delete. This is a duplicate from 2016 Strategic Planning Workshop.</i>	Department management is reviewing and monitoring staff scheduling.