

**WEST MANATEE FIRE & RESCUE DISTRICT COMMISSION
SPECIAL MEETING**

*Minutes of May 30, 2018
Administration Building*

The meeting was called to order at 6:02 pm with the following members present: Larry Jennis, Al Robinson, Randy Cooper and David Bishop. George Harris was absent. The Pledge of Allegiance and a moment of silence were followed by the administration of the oath to all present.

Chief Sousa stated that our attorney Jim Dye was present to go over the Addendum to Contract. Mr. Dye stated that they are asking for an additional 180 days for due diligence based upon the processes they have to go through with Manatee County. The current contract, the due diligence is up on June 4th. The buyer can explain the processes they are going through.

Edna Bailey from Oasis School stated she would have members of her team address their status. Mr. Bryan Boudreaux from Bank of Tampa stated they are almost at the finish line to establish 80% loan. He does not see any issues and should have commitment letter by end of this week. Paul Blucher from Blucher Law Group represents the buyer who is Oasis School. He stated everything is going smoothly; no issues. The only remaining process is getting through the special permit process with Manatee County. This typically takes 6 months or maybe less to get that done. Jerry Zoller from Zoller Autrey Architects provided information from Manatee County Land Development Code showing that middle schools fall under special permit. The plan is to go for final site plan/special permit simultaneously. Special permit is a Public Hearing. He does not foresee any issues with the project. Mr. Blucher stated that they have been in the process for a while. Oasis School has already spent some money, her Board is behind her and really wants this to work.

Commissioner Robinson stated that he believes it is reasonable for 180 for permitting, but what about 60 days for financing. Mr. Dye stated the 180 days is for due diligence which is everything. Chairman Jennis asked if the special permit and the financing are the only 2 things remaining.

Commissioner Cooper motioned to accept the offer to extend the addendum to the contract; seconded by Commissioner Bishop. Discussion followed. Commissioner Robinson stated he thinks that financing should be for only an additional 30 days; Commissioner Jennis agrees. The motion was modified as follows:

Commissioner Cooper motioned to extend the due diligence for an additional 180 days from June 4th; seconded by Commissioner Bishop; motion passed unanimously.

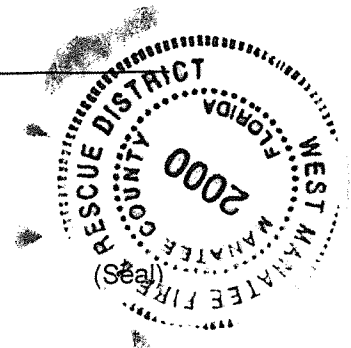
Commissioner Cooper motioned to extend the period to obtain financing under paragraph 5 an additional 30 days; seconded by Commissioner Robinson; motion passed unanimously.

Commissioner Bishop motioned to authorize the Chair and Chief to sign off and modify the addendum contract agreement pending the approval of the motions here tonight; seconded by Commissioner Robinson; motion passed unanimously.

ADJOURNMENT: Chairman Jennis adjourned the meeting at 6:41 pm; motioned by Commissioner Bishop; seconded by Commissioner Bishop; motion passed unanimously.

Chairman

Secretary



**WEST MANATEE FIRE & RESCUE DISTRICT COMMISSION
REGULAR MEETING**

*Minutes of May 15, 2018
Administration Building*

The meeting was called to order at 6:00 pm with the following members present: Larry Jennis, George Harris, Al Robinson, Randy Cooper and David Bishop. The Pledge of Allegiance and a moment of silence were followed by the administration of the oath to all present. Chairman Jennis announced that anyone wishing to provide public comment on any of the agenda items should fill out a Comment Card located at the table by the door and hand them in to the Chief.

SPECIAL PRESENTATIONS: Firefighter Joshua Adkins was promoted to 1st Class Firefighter.

2016-2017 Audit Presentation by Randy Dillingham of Christopher, Smith, Leonard, Bristow & Stanell, PA. Mr. Dillingham reported that the document is a clean and unmodified report; the best you can get. There were no deficiencies or non-compliant issues. Commissioner Bishop motioned to accept the report as presented; seconded by Commissioner Harris; motion passed unanimously.

PUBLIC HEARING 2018 FIRE ASSESSMENT RATES – RESOLUTION #2018-02: Administrative Assistant Kichar verified the public notice. Chief Sousa presented the proposed rates. He stated that Option A would be to do no increase. Revenue would stay flat; however operating expenses will increase. In doing so, would need to come back next year for full 4% increase. Option B would be to do 2% this year and 2% next year. He stated this resolution is only for this year and does not commit to rate for next year. Public Hearing was opened; there were no public comments; public hearing was closed. Board deliberation of Resolution #2018-02. Commissioner Harris stated that if we don't need this money this year, I don't agree with collecting it. He stated he does not support increase. Commissioner Cooper stated that it is risky not going with any increase. Commissioner Robinson stated that our reserves are climbing each year. If we need to use reserves, we should use them. Commissioner Bishop stated that he was willing to take risk last year in hopes of receiving grants, which did not happen. He has yet to hear public state that our assessments are too high. He stated he supports the 2% increase this year. Chairman Jennis stated that the SAFER grant expires this fall and expenses are rising. He stated he is in favor of the 2% this year. Commissioner Bishop motioned to accept the 2% assessment increase Resolution #2018-02; seconded by Commissioner Cooper. Roll call followed. Bishop-yes; Robinson-no; Cooper-yes; Harris-no; Jennis-yes. Motion passed 3-2.

CHANGES TO AGENDA: None

PUBLIC COMMENTS: None

CONSENT AGENDA: Commissioner Cooper motioned to approve consent agenda; seconded by Commissioner Robinson. Commissioner Harris stated he would like to pull the from April 17th meeting minutes; Commissioner Harris then retracted it. Motion passed unanimously.

COMMUNICATIONS: None

CARRIED FROM CONSENT AGENDA: None

OLD BUSINESS:

- A. *Administration Building Update:* Chief Sousa reported there is no update.
- B. *Non-ad Valorem Assessment Exemptions:* Chief Sousa reported there is no update.

NEW BUSINESS:

- A. *Reserve Budget Amendment Resolution #2018-03:* Administrative Assistant Kichar stated that this is the budget amendment that comes each year at the end of the audit to bring the fund balances to audit figures. Commissioner Bishop motioned to approve Reserve Budget Amendment Resolution #2018-03; seconded by Commissioner Robinson; motion passed unanimously.

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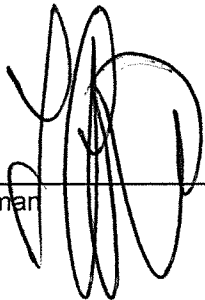
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CHIEF'S REPORT: Chief Sousa reported that a presentation will be done for the 3 employees from the West Coast Surf Shop at the Holmes Beach Commission meeting on Tuesday, May 22nd. Our attorney has reviewed the lease for the church property and it is contingent on the closing of the administration building. The church's attorneys are now reviewing it as well. We are also scheduling an Executive Session on July 17th at 5:00 p.m. with our labor attorney. B.C. Rigney reported that we had our first ALS state inspection. We passed with no issues.


COMMISSIONER'S COMMENTS: Commissioner Harris stated that with the Chief signing a 3-year contract and the sale of this building we should look again at merger with another district before committing to a capital expenditure of building another administration building. Commissioner Cooper stated that May 25th is the due date for applications for Leadership Manatee. Commissioner Bishop wanted to thank staff for all their hard work.

NEXT MEETING: Workshop on Tuesday, June 19, 2018 at 5:00 pm at the Administration Building, followed by regular meeting at 6:00 pm.

ADJOURNMENT: Chairman Jennis adjourned the meeting at 7:10 pm; motioned by Commissioner Robinson; seconded by Commissioner Harris; motion passed unanimously.



Chairman



Secretary

