

AGENDA – BOARD OF COMMISSIONERS MEETING
Tuesday, September 14, 2021



CONVENE THE REGULAR MONTHLY MEETING OF THE BOARD
APPROVAL OF AGENDA, ADDITIONS AND DELETIONS
FIRE PREVENTION WEEK RESOLUTION NO. 2021-04
PUBLIC COMMENT ON AGENDA ITEMS ONLY (three-minute limit)
ITEMS TO BE PULLED FOR DISCUSSION

CONSENT AGENDA

1. **ACTION REQUESTED:** Approve the minutes from the Regular Board Meeting on August 10, 2021.
WHY ACTION IS NECESSARY: Gives Board approval to the minutes as printed.
WHAT THE ACTION ACCOMPLISHES: Creates an official record of the District’s Board meeting.
2. **ACTION REQUESTED:** Approve the disbursements made during the previous month.
WHY ACTION IS NECESSARY: Chapter 191, F.S. requires the Board to authorize disbursements.
WHAT THE ACTION ACCOMPLISHES: Documents approval of the checks and the automatic debits disbursed during the previous month.
3. **ACTION REQUESTED:** Acknowledge receipt of the trial balance and the income statement report for the previous month.
WHY ACTION IS NECESSARY: To document receipt of monthly reports provided to Board members.
WHAT THE ACTION ACCOMPLISHES: Provides timely financial reporting to Board members.
4. **ACTION REQUESTED:** Acknowledge receipt of the investment summary for the previous month.
WHY ACTION IS NECESSARY: To document receipt of monthly reports provided to Board members.
WHAT THE ACTION ACCOMPLISHES: Provides timely financial reporting to the Board members.

ADMINISTRATIVE AGENDA

1. **ACTION REQUESTED:** Approve the purchase of four (4) emergency staff vehicles not to exceed \$235,000.
WHY ACTION IS NECESSARY: Board approval required for purchases over \$10,000.
WHAT THE ACTION ACCOMPLISHES: Replaces existing aging vehicles and provides one for new position.
2. **ACTION REQUESTED:** Approve the annual purchase of ESO records management system not to exceed \$30,000.
WHY ACTION IS NECESSARY: Board approval required for purchases over \$10,000.
WHAT THE ACTION ACCOMPLISHES: Replaces existing records management system with cloud-based product.
3. **ACTION REQUESTED:** Adopt SOG 708 as amended for “Fixed Asset Procedures”.
WHY ACTION IS NECESSARY: Board policy requires Board approval.
WHAT THE ACTION ACCOMPLISHES: Increases the threshold for capital assets to \$2,000.

4. **ACTION REQUESTED:** Approve renewal with VFIS for liability and property insurance coverage.
WHY ACTION IS NECESSARY: Board approval is required to enter into contractual agreements.
WHAT THE ACTION ACCOMPLISHES: Provides the District with liability and property insurance coverage.
5. **ACTION REQUESTED:** Approve renewal with PGIT, Inc. for workers compensation insurance.
WHY ACTION IS NECESSARY: Board approval is required to enter into contractual agreements.
WHAT THE ACTION ACCOMPLISHES: Provides the District with workers compensation insurance coverage.
6. **ACTION REQUESTED:** Approve renewal with Blue Cross Blue Shield for medical insurance, Sun Life Financial for Dental, Standard for life insurance and long-term disability and Humana for vision insurance.
WHY ACTION IS NECESSARY: Board approval is required to establish benefits.
WHAT THE ACTION ACCOMPLISHES: Provides District employees with health insurance coverage.
7. **ACTION REQUESTED:** Approve renewal with VFIS for accident and sickness insurance coverage and special risk coverage.
WHY ACTION IS NECESSARY: Board approval is required to enter into contractual agreements.
WHAT THE ACTION ACCOMPLISHES: Provides the District with accident and sickness insurance coverage.
8. **ACTION REQUESTED:** Update pay grade ranges effective October 1, 2021.
WHY ACTION IS NECESSARY: Compensation ranges are set by the Board.
WHAT THE ACTION ACCOMPLISHES: Provides update pay grade ranges.
9. **ACTION REQUESTED:** Establish Board Meeting time for October 1, 2021 through September 30, 2022.
WHY ACTION IS NECESSARY: The Board is required to set the time for the regular monthly meetings.
WHAT THE ACTION ACCOMPLISHES: Establishes a time for the regular monthly meetings.
10. **ACTION REQUESTED:** Conduct the annual performance review of the Fire Chief.
WHY ACTION IS NECESSARY: The Board has agreed to conduct an annual performance review of the Fire Chief.
WHAT THE ACTION ACCOMPLISHES: Recognizes the performance of the Fire Chief.

WALK-ON ITEMS

FIRE CHIEF'S REPORT

PUBLIC COMMENT (five-minute limit)

COMMISSIONER ITEMS

ADJOURNMENT

ADA COMPLIANCE: In accordance with Florida Statute 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Estero Fire Rescue at 239-390-8000 at least 48 hours prior to the meeting.

Pursuant to Section 286.0105, Florida Statutes: "If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."