



Captiva Island Fire Control District

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Captiva Island Fire Control District Commission Meeting Minutes February 9, 2021

Call Meeting to Order

Commissioner Brown called the meeting to order at 4:01 pm. Commissioners Sims, Black and Brown present. Chief Pawul and Deputy Chief DeArmond present

Minutes from Regular Board Meeting

January 12^h Meeting minutes reviewed and approved/ signed. Commissioner Sims made the motion to approve, second by Commissioner Brown, no discussion.

Financial Statements

Financial statements ending January 31, 2021 reviewed and approved.

Incidents, Fire Inspections and Vacation Hours

- Personnel responded to 41 emergencies
- 10 fire inspections completed.
- Personnel used 388 hrs of vacation and 166 hrs of sick leave.

Administrative and Operations Update

- Discussion on the upcoming required annual financial audit to be conducted in March, engagement letter needs to be signed. Commissioner Sims made a motion to approve CLA to perform the audit, seconded by Commissioner Black. Commissioner Brown requested that we explore other options beginning in October since CLA has done our audit for multiple years in row that it would be a good idea to have a new set of eyes.
- Discussion on the new credit card for the District. The District had already approved migrating from Edison Bank to Synovus Bank prior to resignation of Commissioner Kilgore, so it was decided we would wait until a replacement had been established. A motion from Commissioner Sims, second by Commissioner Brown, approval of the new cards program. The card is to be administered by Chief Pawul with a credit limit of \$15,000 (same as current limit). All in favor.
- DC DeArmond summarized the training activities that have been conducted with new hires.
- Chief Pawul gave an update about a Local Government Efficiency Taskforce that was formed under OPPAGA. According to the last two (2) meetings, this taskforce was formed to find ways to make local governments more efficient in reporting, duplication of efforts, financial efficiency, etc. As the meetings have progressed, it has become clear that certain members of the task force are more interested in eliminating Special Districts and expanding the role of larger governments rather than finding ways to be more efficient with the current structure of governments, special districts, etc. The next meeting is scheduled for 02/22/21 at @ 1330 hrs.

Resolutions

- **Resolution 2021-10-** a resolution to adopt a new administrative policy in regards to Cash Disbursement. Discussion by all Commissioners about what the spending limit should be set at for the Chief before coming to the Board for approval. Chief recommended all Capital Purchases regardless of whether or not in the budget shall be done by resolution of the Board. Commissioner Brown recommended all other expenses be set at \$10,000 mainly due to R/M cost of apparatus or building

systems. Motion was made by Commissioner Black and seconded by Commissioner Sims, all in favor.

Public Comment

None

Motion to adjourn by Black, meeting adjourned by Commissioner Brown at 5:13 pm..

Colin Black _____

Sherrill Sims _____

Jeffrey Brown _____