

# **OCEAN CITY-WRIGHT BOARD OF FIRE COMMISSIONERS**

**January 2, 2020**

## **MEETING AGENDA**

**5:30 P.M.**

**TRAINING ROOM---OCEAN CITY-WRIGHT FIRE DEPARTMENT**

**Open to the Public**

- 1. Call to Order by the Chief Bundrick**
- 2. Board Organization**
- 3. Pledge of Allegiance**
- 4. Awards**
- 5. Approve Agenda**
- 6. Approval of the December 5, 2019 Regular Meeting Minutes**
- 7. Public Comments**
- 8. Acceptance of the November 30, 2019 Financials**
- 9. Business:**
  - A. Appointment of Committee Members**
    - i. Personnel & Finance**
    - ii. Facilities & Equipment**
- 10. Discussion**
  - A. NWFSC/UWF Fire Station Partnership Update**
  - B. Traffic light Update**
- 11. Adjournment**

Ocean City-Wright Fire Control District  
Board of Fire Commissioners  
Regular Meeting Minutes  
December 5, 2019

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**Call to Order**

The regular meeting of the Ocean City-Wright Board of Fire Commissioners was called to order by Vice-Chairman John Johnston at 5:30 P.M. in the training room of the Ocean City-Wright Fire Department.

**Pledge of Allegiance**

**Roll Call**

PRESENT: Vice-Chairman, John Johnston; Secretary-Treasurer, Edward Tras; Commissioner, Donna Lambert; Commissioner, John Bostick; Fire Chief, Billy Lord; Deputy Chief, Mark Bundrick; Office Administrator, Judy Spradlin; Attorney, Jeff McInnis.  
ABSENT: Chairman, Aaron Brown

**Awards**

Lifesaving awards were presented to Captain Brian Tanner, Engineer Kevin Houston, and Firefighter Hannah Tolar for their actions on November 2, 2019.

**Approval of Agenda**

MOTION: Commissioner Lambert made the motion to approve the agenda.  
SECOND: Secretary-Treasurer Tras  
DISCUSSION: Attorney Jeff McInnis requested to adopt Resolution 2019-05 to item 8D under Business.  
VOTE: Unanimously Approved

**Approval of the November 7, 2019 Regular Meeting Minutes**

MOTION: Commissioner Lambert made the motion to approve the 11/07/2019 meeting minutes.  
SECOND: Commissioner Bostick  
DISCUSSION: None  
VOTE: Unanimously Approved

**Public Comments**

Engineer Finnegan wanted to say thank you for Mr. Bostick for the breakfasts that he cooks for the firefighters periodically.

**Acceptance of the October 31, 2019 Financials**

MOTION: Secretary-Treasurer Tras made the motion to approve the October 31, 2019 financials.  
SECOND: Commissioner Lambert

DISCUSSION: None  
VOTE: Unanimously Approved

### **Business**

#### **Approve 2020 Meeting Dates**

First Thursday of each month at 5:30pm.

MOTION: Secretary-Treasurer Tras made the motion to accept the 2020 Meeting Dates.  
SECOND: Commissioner Lambert  
DISCUSSION: None  
VOTE: Unanimously Approved

#### **Disposal of SCBA Air Packs by donation**

Letters were included in the packet from three volunteer fire departments requesting our used SCBA Air Packs: Almarante (6), Baker (12), Holt (12).

MOTION: Commissioner Bostick made the motion to dispose of SCBA Air Packs by donation.  
SECOND: Secretary-Treasurer Tras  
DISCUSSION: None  
VOTE: Unanimously Approved

#### **Approve Pension Board Actual Expenses FY 18/19**

MOTION: Secretary-Treasurer Tras made the motion to approve the Pension Board Actual Expenses FY18/19.  
SECOND: Commissioner Lambert  
DISCUSSION: None  
VOTE: Unanimously Approved

#### **Approve Contract for Sale of 2 Racetrack Road and Adopt Resolution 2019-05**

Attorney McInnis informed the board of the changes incorporated for the Sale of 2 Racetrack Road.

MOTION: Secretary-Treasurer Tras made the motion to approve the Contract for Sale of 2 Racetrack Road and Adopt Resolution 2019-05.  
SECOND: Commissioner Lambert  
DISCUSSION: None  
VOTE: Unanimously Approved

### **Discussion**

#### **UWF/NWFSC Fire Station Partnership Update**

Chief Bundrick gave an update on the meetings with applicable parties for the project. There is all around support from the county, fire chiefs, colleges, and all municipalities we serve.

**Traffic Light at FH1 intersection**

Vice-Chairman Johnston provided update on the traffic light.

**ADJOURNMENT**

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 6:00 p.m.

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John Johnston  
Vice-Chairman

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Edward Tras  
Secretary-Treasurer

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT  
INCOME STATEMENT  
FOR THE TWO MONTHS ENDING NOVEMBER 30, 2019

| DESCRIPTION                       | CURRENT<br>MONTH | ADOPTED<br>BUDGET | YTD ACTIVITY | REMAINING<br>BUDGET |
|-----------------------------------|------------------|-------------------|--------------|---------------------|
| <b>REVENUES</b>                   |                  |                   |              |                     |
| 1 COUNTY TAXES - OCW              | 280,949.73       | 6,699,863.00      | 280,983.34   | 6,418,879.66        |
| 2 INTEREST EARNED                 | 2,255.75         | 40,000.00         | 4,662.88     | 35,337.12           |
| 3 MISCELLANEOUS INCOME            | 5.00             | 5,000.00          | 3,366.11     | 1,633.89            |
| 4 FEDERAL GRANT REVENUE           | 0.00             | 662,582.00        | 0.00         | 662,582.00          |
| 5 CONTRACTS REVENUE               | 0.00             | 1,015,323.00      | 0.00         | 1,015,323.00        |
| 6 INSPECTION FEES                 | 150.00           | 1,000.00          | 200.00       | 800.00              |
| 7 PLAN REVIEW FEES                | 1,035.64         | 9,000.00          | 3,675.82     | 5,324.18            |
| 8 IMPACT FEE REVENUE              | 4,414.08         | 0.00              | 14,752.80    | (14,752.80)         |
| 9 STATE RETIREMENT CONTRIBUTION   | 0.00             | 275,000.00        | 0.00         | 275,000.00          |
| 10                                |                  |                   |              |                     |
| 11 TOTAL REVENUES                 | 288,810.20       | 8,707,768.00      | 307,640.95   | 8,400,127.05        |
| 12                                |                  |                   |              |                     |
| <b>EXPENSES</b>                   |                  |                   |              |                     |
| 14 WAGES                          | 243,243.39       | 3,778,578.00      | 511,367.86   | 3,267,210.14        |
| 15 FICA - EMPLOYERS PORTION       | 18,548.49        | 289,062.00        | 37,995.93    | 251,066.07          |
| 16 MEDICAL INSURANCE              | (6,354.30)       | 630,000.00        | 92,375.14    | 537,624.86          |
| 17 DENTAL INSURANCE               | 2,194.45         | 26,800.00         | 6,823.70     | 19,976.30           |
| 18 LIFE INSURANCE                 | (49.68)          | 24,200.00         | 3,078.73     | 21,121.27           |
| 19 NRS RETIREMENT                 | 3,219.28         | 54,500.00         | 7,747.51     | 46,752.49           |
| 20 STATE CONTRIBUTION EXP         | 0.00             | 275,000.00        | 0.00         | 275,000.00          |
| 21 RETIREMENT - ER PORTION        | 85,348.05        | 1,292,002.00      | 210,937.94   | 1,081,064.06        |
| 22 WORKERS COMP                   | 11,627.25        | 150,000.00        | 23,414.50    | 126,585.50          |
| 23 VEHICLE & LIABILITY INSURANCE  | 11,602.48        | 135,000.00        | 23,205.14    | 111,794.86          |
| 24 WATER & SEWER                  | 764.96           | 7,700.00          | 1,350.04     | 6,349.96            |
| 25 TELEPHONE                      | 666.55           | 18,000.00         | 2,099.61     | 15,900.39           |
| 26 ELECTRIC                       | 2,681.67         | 32,000.00         | 6,842.13     | 25,157.87           |
| 27 NATURAL GAS                    | 425.63           | 4,500.00          | 425.63       | 4,074.37            |
| 28 REFUSE COLLECTION              | 347.77           | 6,000.00          | 802.54       | 5,197.46            |
| 29 BUNKER GEAR                    | 804.43           | 50,000.00         | 1,321.12     | 48,678.88           |
| 30 OTHER MINOR EQUIP & SUPPLIES   | 1,617.77         | 35,000.00         | 2,805.35     | 32,194.65           |
| 31 ALS EXPENDITURES               | (510.00)         | 17,710.00         | (429.80)     | 18,139.80           |
| 32 GRANT EXP-MATCHING             | 111,688.80       | 126,627.00        | 111,688.80   | 14,938.20           |
| 33 UNIFORMS                       | 4,626.61         | 25,000.00         | 5,789.98     | 19,210.02           |
| 34 ADMINISTRATIVE SUPPLIES        | 257.98           | 8,000.00          | 414.06       | 7,585.94            |
| 35 COMPUTER EXPENDITURES          | 2,190.23         | 27,450.00         | 4,052.39     | 23,397.61           |
| 36 M & R EQUIPMENT                | 594.60           | 37,500.00         | 1,079.05     | 36,420.95           |
| 37 M & R BUILDING                 | 2,535.44         | 33,500.00         | 3,186.26     | 30,313.74           |
| 38 BUILDING SUPPLIES              | 1,270.17         | 12,000.00         | 1,155.90     | 10,844.10           |
| 39 M & R VEHICLE                  | 26,331.18        | 150,000.00        | 28,268.51    | 121,731.49          |
| 40 FUEL & OIL                     | 7,872.70         | 60,000.00         | 7,872.70     | 52,127.30           |
| 41 HAZMAT DUES                    | 0.00             | 8,750.00          | 8,750.00     | 0.00                |
| 42 REIMBURSABLE GRANT EXP         | 237,990.45       | 375,500.00        | 237,990.45   | 137,509.55          |
| 43 TRAINING                       | 2,190.34         | 110,400.00        | 7,008.11     | 103,391.89          |
| 44 FIRE PREVENTION                | 1,961.76         | 6,000.00          | 1,961.76     | 4,038.24            |
| 45 PUBLIC OUTREACH                | 0.00             | 6,800.00          | 0.00         | 6,800.00            |
| 46 ADVERTISING                    | 0.00             | 2,500.00          | 0.00         | 2,500.00            |
| 47 PROFESSIONAL SERVICES CONTRACT | 2,025.00         | 77,500.00         | 2,561.50     | 74,938.50           |
| 48 PROPERTY APPRAISER             | 7,068.84         | 98,000.00         | 14,137.68    | 83,862.32           |
| 49 TAX COLLECTOR                  | 5,618.99         | 133,998.00        | 5,619.66     | 128,378.34          |

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT  
INCOME STATEMENT  
FOR THE TWO MONTHS ENDING NOVEMBER 30, 2019

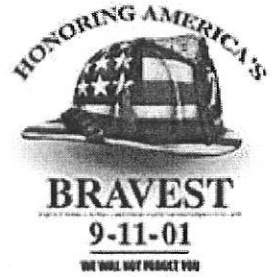
| DESCRIPTION                | CURRENT<br>MONTH    | ADOPTED<br>BUDGET   | YTD ACTIVITY          | REMAINING<br>BUDGET |
|----------------------------|---------------------|---------------------|-----------------------|---------------------|
| 50 MISC MEDICAL            | 978.39              | 16,900.00           | 2,241.90              | 14,658.10           |
| 51 MISCELLANEOUS           | 1,335.75            | 6,000.00            | 1,340.75              | 4,659.25            |
| 52 POSTAGE & SHIPPING      | 476.83              | 1,500.00            | 672.28                | 827.72              |
| 53 PUBLICATIONS            | 0.00                | 5,000.00            | 0.00                  | 5,000.00            |
| 54 DUES & MEETING EXPENSE  | 1,205.00            | 11,500.00           | 6,286.00              | 5,214.00            |
| 55 CENTRAL DISPATCH        | 657.00              | 8,500.00            | 1,305.00              | 7,195.00            |
| 56 VEHICLE/APPARATUS EXP   | 0.00                | 40,000.00           | 587.75                | 39,412.25           |
| 57 GENERAL FUND            | 0.00                | 5,000.00            | 0.00                  | 5,000.00            |
| 58 EQUIPMENT               | 0.00                | 191,208.00          | 1,695.00              | 189,513.00          |
| 59 DEBT PAYMENTS-INTEREST  | 0.00                | 109,553.00          | 0.00                  | 109,553.00          |
| 60 STATION ARCHITECT       | 0.00                | 50,000.00           | 0.00                  | 50,000.00           |
| 61 DEBT PAYMENTS-PRINCIPAL | 0.00                | 180,447.00          | 0.00                  | 180,447.00          |
| 62 IMPROVEMENTS            | 0.00                | 106,500.00          | 0.00                  | 106,500.00          |
| 63 TOTAL EXPENSES          | <u>795,054.25</u>   | <u>8,857,685.00</u> | <u>1,387,828.56</u>   | <u>7,469,856.44</u> |
| 64                         |                     |                     |                       |                     |
| 65 NET INCOME (LOSS)       | <u>(506,244.05)</u> | <u>(149,917.00)</u> | <u>(1,080,187.61)</u> | <u>930,270.61</u>   |



BAKER FIRE DISTRICT

1375 19<sup>th</sup> Street  
Baker Fl. 32531  
(850) 537-2487

Volunteers Serving the Community



6 December 2019

Ocean City Wright Fire Control District  
Attention: Chief William Lord  
233 Racetrack Road NE  
Fort Walton Beach, FL 32547

Chief Lord,

On behalf of the Board of Commissioners, Command Staff and Firefighters of Baker Fire District, we would like to take a moment to thank you and the Board of Commissioners of Ocean City Wright Fire Control District for the generous donations of twelve sets of self-contained breathing apparatus (SCBA). The donated SCBA items will be put into service as soon as possible, replacing aged SCBA's in our current inventory. This donation will also allow funds earmarked for future SCBA procurement to be diverted for purchasing other vitally needed items.

We would also like to take this opportunity to thank Chief Mark Bundrick, Captain Jennifer Arne and other members of Ocean City Wright Fire Control District for their support of our training program. The time they took to offer courses of instruction in Fire Service Hydraulics is greatly appreciated. This vital training allows our members to stay current on training requirements, thereby providing the best services possible to the community of Baker.

Please pass along to the Ocean City Wright Fire Control District Board of Commissioners, Command Staff and firefighters how much we appreciate the support provided to Baker Fire District and our mission.



James "Mike" Paul  
President Board of Commissioners



Brian Easterling  
Fire Chief

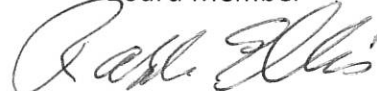
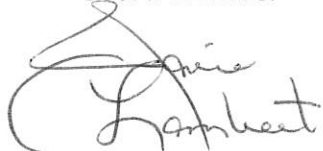
Janie Lambert  
Board Member

Tim Ross  
Board Member

Ralph Ellis  
Board Member



Tammy McKenzie  
Board Member





*November 12, 2019*



*Your help in honoring District Chief Dwain Bradshaw  
is greatly appreciated.*

District 1 Commissioner Jeff Bergosh

District 2 Commissioner Doug Underhill

District 3 Commissioner Lumon May

Vice Chairman, District 4 Commissioner Robert Bender

Chairman, District 5 Commissioner Steven Barry

County Administrator Janice P. Gilley