



AGENDA
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
March 13, 2018

I. Meeting Opened

- A. Pledge of Allegiance and Invocation
- B. Line of Duty Deaths Reading and Moment of Silence
- C. Approval, Additions and Deletions to the Agenda
- D. Approval of the GNFD Board Minutes for February 13, 2018 1 - 5
- E. Consent Agenda

All matters listed under this item are considered routine and action will be taken by one motion without separate discussion of each item; if discussion is desired by a member of the Board, that item(s) will be removed from the Consent Agenda and considered separately.

- 1. Treasurer Report 6 - 21
- 2. Operations Section Report - Assistant Chief Sapp 22 - 29
- 3. Administration and Finance Section Report - Deputy Director Bishop 30
- 4. Planning Section Report - Deputy Director Martin 31 - 32
- 5. Logistics Section Reports
 - a. Facilities Report– Deputy Chief McLaughlin 33
 - b. Training and Specials Operations Report- Deputy Chief Low 34
- 6. Investigative Section Report - Deputy Chief Hanson 35 - 37
- 7. At-A-Boys
 - a. MDA of Southwest Florida Thank You 38

F. Awards and Recognition

- 1. 15 Year Service Award- Driver Engineer Tony Palermo
- 2. Retirement – Lt. Chris Ogden and Commissioner Steve Hemping
- 3. 2017 District Awards:
 - Fire Chief's Values – Captain Craig Weinbaum
 - Firefighter of the Year – Lieutenant Jason Bright
 - Civilian Employee of the Year – Executive Assistant Nicole Chesser
 - Excellence in Service in Fire and Life Safety – Lt. Inspector Steve Riley

G. Fire Chief's Report - Chief Schuldt 39 - 42

H. Chapter 175 Firefighters' Pension Plan - Chairman Arroyo

I. Local 2396 Report – President Trenton Mading 43



AGENDA
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
March 13, 2018

II. OLD BUSINESS

- A. Emergency Services Task Force Update and Giving Staff Direction – Commissioner Page
- B. Vacant Fire Commissioner Seat #7; Appoint George Danz – Commissioner Gerrity
- C. Countywide Consolidation Referendum - Commissioner Gerrity

III. NEW BUSINESS

- A. AIW - Out-of-Position Assignments MOU – Chief Schuldt 44 - 45
- B. AIW - Employee Handbook for Administrative Employees – Director Bishop 46 - 71
- C. Administrative Staff Work Hours - Commissioner Boyer
- D. AIW - Department of Homeland Security's SAFER Grant – Chief Schuldt 72
- E. AIW - 2018 Florida Forest Service Operating Plan – Chief Schuldt 73 - 80
- F. Public Comment on Items not listed on the Agenda
- G. Comments by Commissioners

IV. ADJOURNMENT

Next Regular BOFC Meeting Tuesday April 10, 2018



MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
February 13, 2018

MEETING OPENED

Chairman Cross called to order the regular meeting of the Greater Naples Fire Rescue District's Board of Fire Commissioners meeting at 5:30pm., on February 13, 2018 at Administrative Headquarters. Present were Chairman Cross, Commissioners Page, Hemping, Stedman, Gerrity, Cottiers and Henning (5:37pm). Commissioner Boyer was in attendance but was directed to leave by the Chairman due to being ill. Executive Staff in attendance: Fire Chief Kingman Schuldt, Assistant Chief Sapp, Deputy Chief's Low, Hanson, and McLaughlin and Deputy Directors Bishop and Martin. Staff in attendance: Suanne Woeste, Nicole Chessser, Tracey Caparrelli, Aaron Borowski, Chris Rossi and Jesse Temperilli. Public in attendance: Trenton Madding, Brandon Bunting, Jarett Cotter, Jose Garcia, Khrist Klock, Charlie Heweker, Ray Kilmer, Erin Gill, Manny Arroyo, Jean Kungle, Shar Hingson, George Danz, and Director D'Angelo from North Collier Fire. Others were in attendance but did not sign in.

A. Pledge of Allegiance and Invocation

Chairman Cross opened the meeting with the Pledge of Allegiance followed by the invocation by Commissioner Gerrity.

B. Line of Duty Deaths Reading and Moment of Silence

Chief Schuldt reported there were a total of 5 Firefighter fatalities for the month of January, bringing the total for 2018 to 5, followed by a moment of silence.

C. Additions and Deletions to the Agenda

Commissioner Hemping requested to add the topic Fire Commissioners under New Business. No additions or deletions from staff. Commissioner Stedman moved to accept the Agenda as amended. Commissioner Hemping seconded. Motion passed 6-0 (Boyer, Henning Absent).

D. Approval of the GNFD Board Minutes for January 9, 2018

Commissioner Cottiers moved to accept the minutes as presented. Commissioner Hemping seconded the motion. Motion Passed 6-0 (Boyer, Henning Absent).

E. Consent Agenda

Commissioner Stedman moved to approve the consent agenda as presented. Commissioner Cottiers seconded the motion. Motion passed 6-0 (Boyer, Henning Absent).

1. Treasurer's Report
2. Operations Section Report – Assistant Chief Sapp
3. Administration and Finance Section Report – Deputy Director Bishop
4. Planning Section Report – Deputy Chief Martin
5. Logistics Section Report – Deputy Chief McLaughlin
 - a. Facilities Report – Deputy Chief McLaughlin
 - b. Training and Special Operations Report – Deputy Chief Low
6. Investigation Section Report – Deputy Chief Hanson
7. Disposition of Fixed Assets #18-004– Deputy Chief McLaughlin
8. At-A-Boys
 - a) Lt. John Bigica

**MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
February 13, 2018**

F. Awards and Recognition

Chief Schuldts recognized the following employees present at the meeting:

- Part time FF Aaron Borowski to full time
- Completion of Probation: AA Tracey Caparrelli and FF Temperilli

Also recognized but not present at meeting:

- 15 Year Service Award – Lt. Greg Baker
- FFCA Inspector of the Year – Lt. Inspector John Bigica
- Retirement – Lt. Chris Ogden

G. Fire Chief's Report – Chief Schuldts

Chairman Cross asked for the Chief to report on issues of importance and let the written report stand as reported. Chief Schuldts reported on the following:

- A Firefighter was injured during a structure fire in the City of Naples. The Safety Committee is conducting a health & safety review of the incident within the District. Chief Low gave update of coordination of Safety Committee with the City of Naples doing AAR (after action report). Meeting together Friday.
- State Representative Sprowls withdrew Proposal 69 from the Finance & Taxation Committee of the Constitution Revision Commission. There remains concern that Representative Sprowls may have intentions to approach consideration as a statutory enactment by the Florida Legislature.
- As a result of efforts in Tallahassee to secure funding for the FDOT MM 63 fire station the District presented a letter to Governor Scott requesting his attention to the matter. Communication with local legislators continues and Chief Schuldts traveled to Tallahassee twice recently to testify during Senate Committee Hearings in favor of the Bills presented.
- County Managers meeting last week discussed the Ochopee Management Agreement, terms and conditions, and transfer of apparatus and equipment to District.
- In talks with Everglade City Mayor to put in place a long term lease for Station 60 and providing Fire Marshal Services to Everglades City.

H. Chapter 175 Firefighters' Pension Plan – Chairman Arroyo

- Quarterly meeting postponed to March
- Chairman Arroyo discussed the history of the 175 Pension Plan and asked the Board to reconsider Drop Resolution from December's BOFC Meeting. Board followed with request to do a comparison of the proposed 175 Drop and FRS plans.

I. Local 2396 Report – President Trenton Mading

- In the future written report will be submitted for BOFC packet
- Local 2396 Fill the Boot Events 2/23 & 2/24
- 3 open grievances, 2 OT pay ACLS, 1 Lt. Testing

**MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
February 13, 2018**

- President Mading discussed the North Collier collaboration 24/47 – the shutdown of E24 for 6 months out of Station 24 is a decrease in service. There are unknown ramifications that could affect ISO, safety, response time, etc.
Commissioner Page made a motion to continue joint staffing at Station 24/47 and go back to the way it was. Commissioner Hempling seconded the motion.
Commissioner comments / questions: Henning – Closest engine response County Wide Automatic Aid is in place. Mading – If engine is down/out, an engine will need to come from another zone. Gerrity – I agree decrease in service. Cross – Increase of ALS service or increase if we move engine to the busiest station – decrease to this zone but not another. Page – If engine stayed up somewhere else, that would be different, but to cut costs by out of service; no. Stedman – Is there a better place to have 2 units in a station? Show me the numbers. Schuldt – We need to resolve through communication, maybe another solution better received. Hempling – Glad to hear we are working better, however this was the Board's direction. Cross – We are telling the Chief to undo what we previously directed.
Chairman Cross called the question. Motion passed 4-3 (Cross, Henning, Stedman).

II. OLD BUSINESS

- A. Emergency Services Task Force Meeting – Commissioner Hempling**
Next meeting is Thursday, February 15, 2018 @ 9:00am. Talked about collaboration activities and alternative funding. Chief Schuldt stated North Collier's Chief Cunningham approached him to see if the Board is interested in a potential joint workshop on alternative funding. After discussion it was agreed to wait and see the report numbers before we set a public workshop.
- B. Greater Naples/North Collier Collaboration Update – Chief Schuldt**
Continue to meet every other Friday, last meeting was 24/47 joint staffing. Fleet is being looked at; sharing of services, vendors, and software platforms. Training is also being discussed. Director Martin is putting together a correspondence to formalize the possibility of sharing fleet resources on an as needed basis, such as the sharing of reserve apparatus, ladder truck and mechanics.

III. NEW BUSINESS

- A. Squad 76 – Commissioner Gerrity**
Commissioner Gerrity stated with budget problems coming we need to keep an eye on Squad 76 which cost \$683,006 a year not including overtime. It is not a high volume Station and a lot of calls fill in for other units in training. No recommendation made at this time.
- B. Ochopee Management Agreement – Commissioner Gerrity**
Commissioner Gerrity noted we need to keep an eye on what we are spending for Ochopee verses what we are taking in. Director Bishop explained the current Ochopee budget and stated we are currently on budget. No action taken.

**MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
February 13, 2018**

Chief Schuldt noted Items C – H, have all been placed on Agenda as a direct result of the Board's direction to look at alternative funding strategies.

- C. AIW – LMS Mitigations Strategy – Deputy Chief McLaughlin**
Deputy Chief McLaughlin explained the application process of the Local Mitigation group to determine eligibility for the mitigation grant to fund an emergency generator at the East Naples Public Safety building. *Commissioner Stedman motioned to approve Staff's recommendation to proceed with eligibility process and apply for grant if deemed eligible. Commissioner Cottiers seconded. Motion passed 6-0 (Boyer, Henning absent).*
- D. AIW – FM Global Fire Prevention Grant Program – Deputy Chief Hanson**
Commissioner Cottiers made a motion to approve Staff's recommendation to proceed with the development and submittal of the FY2018 FM Global Fire Prevention Grant Program application for the purpose of supporting and enhancing the District's ISO and Community Risk Reduction efforts. Commissioner Hemping seconded. Motion passed 6 – 0 (Boyer, Henning absent).
- E. AIW – 2018 Fire Prevention & Safety Grant – Deputy Chief Hanson**
Commissioner Stedman made a motion to approve Staff's recommendation to proceed with the development and submittal of the FY2017 FEMA Fire Prevention and Safety Grant application to enhance the District's ISO and Community Risk Reduction efforts. Commissioner Cottiers seconded. Motion passed 6-0 (Boyer, Henning absent).
- F. AIW – Knox Key Secure Program – Deputy Chief Hanson**
Commissioner Stedman made a motion to approve Staff's recommendation to proceed with the terms within the Knox letter dated January 23, 2018 and move forward with a comprehensive Knox program, including the KeySecure units to be utilized in frontline apparatus and support vehicles. Commissioner Hemping seconded. Motion passed 6-0 (Boyer, Henning absent).
- G. AIW – Post Fire On-Scene Decontamination Kits – Deputy Chief Low**
Commissioner Cottiers made a motion if selected as a recipient, approve staff to take possession and distribute the Kit(s) to the appropriate fire apparatus. Commissioner Stedman seconded. Motion passed 6-0 (Boyer, Henning absent).
- H. AIW – Greater Naples Chamber of Commerce Internship Program – Chief Schuldt**
Commissioner Cottiers moved to support the District's participation in the internship program. Commissioner Gerrity seconded. Motion passed 6-0 (Boyer, Henning absent).
- I. Fire Chiefs – Commissioner Hemping**
In a letter address to Chairman Cross, Commissioner Hemping announced his resignation as Fire Commissioner, Seat 7, at the end of this evening's Board Meeting. He will be retiring and moving to Venice, FL.

**MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
February 13, 2018**

J. Public Comment on Items not listed on the Agenda

Resident Jean Kungle questioned why she has been seeing the ladder truck all over town? Chief Schuldt responded that there are 2 ladder trucks that look similar. Ladder truck is 1st due when no squad is available, Squads are to help limit their runs.

K. Comments by Commissioners

None

IV. ADJOURNMENT

Meeting adjourned 7:40pm.

Duly passed with a vote of _____ to _____ and adopted in session on the 13th day of March.

Chairman Brian Cross

Commissioner Rob Boyer

Commissioner Charles Cottiers

Commissioner Jeff Page

Commissioner Kevin Gerrity

Commissioner David Stedman

Commissioner Tom Henning

Balance Sheet
As of 2/28/2018

Greater Naples Fire Rescue District (GNF)

Assets

CASH IN BANK

| | | | |
|----------------------------|-----------------------------------|------------------|------------------|
| 10100-001-0000-001 | GENERAL FUND CASH ACCOUNT - GNFRD | \$ 15,435,254.51 | |
| 10100-001-0000-002 | PAYROLL - GNFRD | \$ 1,098,619.18 | |
| 10100-001-0000-003 | DENTAL ACCOUNT (GNFRD) | \$ 19,700.63 | |
| 10100-001-0000-004 | HEALTH FUND (GNFRD) | \$ 67,758.43 | |
| 10100-001-0000-005 | UHC - MEDICARE - GNFRD | \$ 28,187.76 | |
| 10100-001-0015-000 | DEBT SERVICE RESERVE FUND | \$ 701,121.96 | |
| 10100-001-0200-000 | FIRST FLORIDA INTEGRITY BANK | \$ 2,065,167.40 | |
| Total CASH IN BANK: | | | \$ 19,415,809.87 |

ACCOUNTS RECEIVABLE

| | | | |
|-----------------------------------|------------------------------|--------------|--------------|
| 11500-001-0001-000 | COLLIER COUNTY RECEIVABLE | \$ 18,974.67 | |
| 11500-001-0003-000 | EMPLOYEE RECEIVABLE | \$ 4,593.18 | |
| 11500-001-0004-000 | YEAR END ACCOUNTS RECEIVABLE | \$ 189.61 | |
| 11500-001-0007-000 | MISCELLANEOUS RECEIVABLE | \$ 22,199.11 | |
| 11500-001-0008-000 | MISC. RECEIVABLE- PREVENTION | \$ 26,810.00 | |
| 11500-001-0009-000 | COLLIER COUNTY RECEIVABLE | \$ 535.93 | |
| 11500-001-0011-000 | RETURNED CHECKS | \$ 160.00 | |
| 11500-001-0013-000 | FALSE ALARM RECEIVABLE | \$ 2,735.43 | |
| Total ACCOUNTS RECEIVABLE: | | | \$ 76,197.93 |

DUE FROM OTHER FUNDS

| | | | |
|------------------------------------|--|--------------|--------------|
| 13100-001-0003-000 | DUE FROM PUBLIC PROGRAMS TO GENERAL FUND | \$ 409.46 | |
| 13300-001-0000-001 | DUE FROM M63 | \$ 37,914.37 | |
| Total DUE FROM OTHER FUNDS: | | | \$ 38,323.83 |

PROPERTY HELD FOR SALE

| | | | |
|--------------------------------------|------------------------|-----------------|-----------------|
| 15000-001-0000-000 | PROPERTY HELD FOR SALE | \$ 1,000,000.00 | |
| Total PROPERTY HELD FOR SALE: | | | \$ 1,000,000.00 |

PREPAID

| | | | |
|-----------------------|------------------------------------|--------------|------------------|
| 15500-001-0000-000 | PREPAID EXPENSES | \$ 6,356.68 | |
| 15500-001-0001-000 | PREPAID INSURANCE | \$ 35,686.03 | |
| 15500-001-0004-000 | DEPOSIT IN ZENNITH FOR GRIT CLAIMS | \$ 20,732.79 | |
| Total PREPAID: | | | \$ 62,775.50 |
| Total Assets: | | | \$ 20,593,107.13 |

Liabilities

VOUCHER PAYABLE

| | | | |
|-------------------------------|-------------------------------------|-------------|-------------|
| 20100-001-0000-001 | VOUCHERS PAYABLE | \$-4,423.14 | |
| 20100-001-0000-002 | AFLAC - PRE TAX | \$-14.91 | |
| 20100-001-0000-009 | EE ELECTIVE LIFE INS - STANDARD INS | \$-284.43 | |
| 20100-001-0000-013 | FSA CONTRIBUTION | \$ 1,265.36 | |
| 20100-001-0000-014 | GARNISHMENT | \$-25.00 | |
| 20100-001-0000-017 | Garnishment % | \$-416.35 | |
| 20100-001-0000-020 | EMPLOYEES HELPING EMPLOYEES FUND | \$ 360.00 | |
| Total VOUCHER PAYABLE: | | | \$-3,538.47 |

DUE TO OTHER FUNDS

| | | | |
|----------------------------------|-------------------------------------|-----------------|-----------------|
| 20700-001-0001-000 | DUE TO IMPACT FEE FUND FROM GENERAL | \$ 1,000,000.00 | |
| Total DUE TO OTHER FUNDS: | | | \$ 1,000,000.00 |

OTHER CURRENT LIABILITIES

| | | | |
|---|------------------------------|--------------|--------------|
| 22900-001-0001-000 | GRIT BANKRUPTCY DISPURSEMENT | \$ 33,853.64 | |
| Total OTHER CURRENT LIABILITIES: | | | \$ 33,853.64 |

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G/L Date: 2/28/2018

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Balance Sheet
As of 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | | |
|-------------------------|--------------------------------|--|------------------|
| | | Total Liabilities: | \$ 1,030,315.17 |
| Equity | | | |
| PREPAID EXPENSES | | | |
| 27300-000-0000-001 | PREPAID EXPENSES | \$ 292,348.85 | |
| 27300-000-0000-002 | LAND HELD FOR SALE | \$ 1,000,000.00 | |
| | | | |
| | | Total PREPAID EXPENSES: | \$ 1,292,348.85 |
| FUND BALANCE | | | |
| 28100-001-0000-000 | FUND BALANCE - RESTRICTED | \$ 697,321.00 | |
| 28300-001-0000-000 | FUND BALANCE ASSIGNED | \$ 3,160,440.00 | |
| 28400-001-0000-000 | FUND BALANCE - UNASSIGNED | \$ 4,288,284.63 | |
| 28400-001-0000-002 | Retained Earnings-Current Year | \$ 12,085,418.24 | |
| 28400-001-0000-002 | FUND BALANCE CURRENT YEAR | \$-1,961,020.76 | |
| | | | |
| | | Total FUND BALANCE: | \$ 18,270,443.11 |
| | | | |
| | | Total Equity: | \$ 19,562,791.96 |
| | | | |
| | | Total Liabilities & Equity: | \$ 20,593,107.13 |

GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|--|--|----------------|-------|------------------------|-------|---------------|-------|---------------------------|-------|
| Revenue | | | | | | | | | |
| TAXES | | | | | | | | | |
| 31100-001-0000-001 | AD VALOREM | 1,295,642.78 | 77.52 | 2,061,917.75 | 86.73 | 23,738,202.80 | 91.02 | 24,743,013.00 | 86.73 |
| 31100-001-0000-002 | PRIOR YEAR TAXES | 186.05 | 0.01 | 416.67 | 0.02 | 938.08 | 0.00 | 5,000.00 | 0.02 |
| 31100-001-0000-003 | WARRANT DISTRIBUTIONS | 96.89 | 0.01 | 1,054.17 | 0.04 | 423.99 | 0.00 | 12,650.00 | 0.04 |
| 31100-001-0000-004 | COUNTY HELD DISTRIBUTIONS | 36.12 | 0.00 | 52.08 | 0.00 | 137.00 | 0.00 | 625.00 | 0.00 |
| 31100-001-0000-005 | AD VALOREM INTEREST | 1,058.61 | 0.06 | 66.67 | 0.00 | 1,058.61 | 0.00 | 800.00 | 0.00 |
| 31100-001-0000-007 | EXCESS FEES | 0.00 | 0.00 | 5,833.33 | 0.25 | 0.00 | 0.00 | 70,000.00 | 0.25 |
| 31100-001-2060-012 | AD VALOREM - OCHOPEE | 0.00 | 0.00 | 120,028.42 | 5.05 | 629,880.23 | 2.42 | 1,440,341.00 | 5.05 |
| 31100-001-2060-013 | OCHOPEE MANAGEMENT FEE | 0.00 | 0.00 | 47,091.67 | 1.98 | 565,100.00 | 2.17 | 565,100.00 | 1.98 |
| Total TAXES: | | 1,297,020.45 | 77.60 | 2,236,460.76 | 94.07 | 24,935,740.71 | 95.61 | 26,837,529.00 | 94.07 |
| INSPECTION FEES NEW | | | | | | | | | |
| 32901-001-0000-010 | INSPECTION FEES NEW CONSTRUCTION | 61,718.75 | 3.69 | 40,791.67 | 1.72 | 210,672.35 | 0.81 | 489,500.00 | 1.72 |
| 32901-001-0000-011 | INSP/RE-INSP FEES NEW CONST. - TIMED | 1,950.00 | 0.12 | 333.33 | 0.01 | 4,725.00 | 0.02 | 4,000.00 | 0.01 |
| 32901-001-0000-012 | RE-INSPECTON - NEW | 5,350.00 | 0.32 | 4,333.33 | 0.18 | 12,500.00 | 0.05 | 52,000.00 | 0.18 |
| 32901-001-0000-014 | KEY BOX INSPECTION - NEW | 0.00 | 0.00 | 550.00 | 0.02 | 0.00 | 0.00 | 6,600.00 | 0.02 |
| 32901-001-0000-015 | HYDRANT THRUST BLOCK | 650.00 | 0.04 | 750.00 | 0.03 | 1,700.00 | 0.01 | 9,000.00 | 0.03 |
| 32901-001-0000-016 | HYDRANT THRUST BLOCK RE-INSP | 250.00 | 0.01 | 83.33 | 0.00 | 250.00 | 0.00 | 1,000.00 | 0.00 |
| 32901-001-0000-017 | FIRE FLOWS | 2,400.00 | 0.14 | 2,000.00 | 0.08 | 10,050.00 | 0.04 | 24,000.00 | 0.08 |
| 32901-001-0000-018 | FIRE FLOW RE-INSPECTION | 150.00 | 0.01 | 150.00 | 0.01 | 600.00 | 0.00 | 1,800.00 | 0.01 |
| 32901-001-2060-000 | INSPECTION FEES NEW - OCHOPEE | 0.00 | 0.00 | 250.00 | 0.01 | 1,153.20 | 0.00 | 3,000.00 | 0.01 |
| Total INSPECTION FEES NEW: | | 72,468.75 | 4.34 | 49,241.66 | 2.07 | 241,650.55 | 0.93 | 590,900.00 | 2.07 |
| INSPECTION FEES EXISTING | | | | | | | | | |
| 32910-001-1000-110 | INSP. FEES EXISTING - TIMED | 75.00 | 0.00 | 12.50 | 0.00 | 225.00 | 0.00 | 150.00 | 0.00 |
| 32910-001-1000-111 | OCCUPATIONAL INSPECTION | 3,000.00 | 0.18 | 2,258.75 | 0.10 | 10,675.00 | 0.04 | 27,105.00 | 0.10 |
| 32910-001-1000-112 | RE-INSPECTION FEES - EXISTING | 0.00 | 0.00 | 250.00 | 0.01 | 200.00 | 0.00 | 3,000.00 | 0.01 |
| 32910-001-1000-113 | INSPECTION FEES 0 - 3,000 SQ FT EXISTING | 450.00 | 0.03 | 416.67 | 0.02 | 1,525.00 | 0.01 | 5,000.00 | 0.02 |
| 32910-001-1000-114 | INSPECTION FEES 3,001 - 30,000 SQ FT - E | 400.00 | 0.02 | 250.00 | 0.01 | 1,500.00 | 0.01 | 3,000.00 | 0.01 |
| 32910-001-1000-115 | INSPECTION FEES 30,001 - 100,000 SQ FT - | 750.00 | 0.04 | 208.33 | 0.01 | 1,200.00 | 0.00 | 2,500.00 | 0.01 |
| 32910-001-1000-116 | INSPECTION FEES OVER 100,000 SQ FT - E | 300.00 | 0.02 | 500.00 | 0.02 | 900.00 | 0.00 | 6,000.00 | 0.02 |
| 32910-001-1000-117 | KEY BOX INSPECTIONS - EXISTING | 825.00 | 0.05 | 20.83 | 0.00 | 2,250.00 | 0.01 | 250.00 | 0.00 |
| Total INSPECTION FEES EXISTING: | | 5,800.00 | 0.35 | 3,917.08 | 0.16 | 18,475.00 | 0.07 | 47,005.00 | 0.16 |
| FIREFIGHTERS SUPPLEMENT INCOME | | | | | | | | | |
| 33500-001-0000-210 | FIREFIGHTER SUPPLEMENTAL INCOME | 0.00 | 0.00 | 5,080.00 | 0.21 | 15,200.00 | 0.06 | 60,960.00 | 0.21 |
| 33500-001-0063-210 | FDOT MM 63 GRANT | 264,173.35 | 15.81 | 0.00 | 0.00 | 264,173.35 | 1.01 | 0.00 | 0.00 |

Run Date: 3/5/2018 3:23:17PM

G/L Date: 2/28/2018

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|---|-------------------------------|----------------|-------|------------------------|------|--------------|------|---------------------------|------|
| Total FIREFIGHTERS SUPPLEMENT INCOME: | | 264,173.35 | 15.81 | 5,080.00 | 0.21 | 279,373.35 | 1.07 | 60,960.00 | 0.21 |
| FIRE & LIFE SAFETY CHARGES & FEES | | | | | | | | | |
| 34200-001-0000-202 | REIMBURSEMENT FOR OT | 0.00 | 0.00 | 916.67 | 0.04 | 1,800.00 | 0.01 | 11,000.00 | 0.04 |
| 34200-001-0000-203 | FALSE ALARMS | 7,700.00 | 0.46 | 2,083.33 | 0.09 | 19,650.00 | 0.08 | 25,000.00 | 0.09 |
| 34200-001-0000-204 | FIRE WATCH | 0.00 | 0.00 | 604.17 | 0.03 | 1,750.00 | 0.01 | 7,250.00 | 0.03 |
| 34200-001-0000-206 | ISO LETTERS | 0.00 | 0.00 | 25.00 | 0.00 | 150.00 | 0.00 | 300.00 | 0.00 |
| 34200-001-0000-207 | KEY BOXES SOLD | 805.00 | 0.05 | 20.83 | 0.00 | 2,150.00 | 0.01 | 250.00 | 0.00 |
| 34200-001-0000-208 | DUPLICATE NOC'S | 50.00 | 0.00 | 83.33 | 0.00 | 260.00 | 0.00 | 1,000.00 | 0.00 |
| 34200-001-0000-209 | DEFICIENCY REVIEWS | 500.00 | 0.03 | 250.00 | 0.01 | 1,400.00 | 0.01 | 3,000.00 | 0.01 |
| 34200-001-0000-210 | VARIANCE REQUESTS | 700.00 | 0.04 | 208.33 | 0.01 | 1,700.00 | 0.01 | 2,500.00 | 0.01 |
| 34200-001-0000-211 | FIRE WORK PERMITS | 0.00 | 0.00 | 125.00 | 0.01 | 300.00 | 0.00 | 1,500.00 | 0.01 |
| 34200-001-0000-212 | TRAINING DONE BY F & L SAFETY | 0.00 | 0.00 | 50.00 | 0.00 | 80.00 | 0.00 | 600.00 | 0.00 |
| 34200-001-0000-904 | SPECIAL EVENT INSPECTION FEES | 0.00 | 0.00 | 41.67 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 34200-001-0000-905 | OTHER F & L MISC. INCOME | 100.00 | 0.01 | 41.67 | 0.00 | 1,219.65 | 0.00 | 500.00 | 0.00 |
| Total FIRE & LIFE SAFETY CHARGES & FEES: | | 9,855.00 | 0.59 | 4,450.00 | 0.19 | 30,459.65 | 0.12 | 53,400.00 | 0.19 |
| INTEREST EARNINGS | | | | | | | | | |
| 36100-001-0000-001 | INTEREST EARNINGS | 6,590.11 | 0.39 | 2,500.00 | 0.11 | 23,730.21 | 0.09 | 30,000.00 | 0.11 |
| Total INTEREST EARNINGS: | | 6,590.11 | 0.39 | 2,500.00 | 0.11 | 23,730.21 | 0.09 | 30,000.00 | 0.11 |
| RENTALS & LEASES | | | | | | | | | |
| 36200-001-0000-001 | ADMIN RENTAL PROPERTY | 0.00 | 0.00 | 200.00 | 0.01 | 800.00 | 0.00 | 2,400.00 | 0.01 |
| 36200-001-0000-002 | CELL TOWER LEASE CONTRACT | 3,267.87 | 0.20 | 10,833.33 | 0.46 | 16,145.08 | 0.06 | 130,000.00 | 0.46 |
| 36200-001-0000-003 | PUBLIC SAFETY - STATION 21 | 572.06 | 0.03 | 470.00 | 0.02 | 4,552.89 | 0.02 | 5,640.00 | 0.02 |
| 36200-001-0000-004 | PUBLIC SAFETY - STATION 22 | 535.93 | 0.03 | 408.33 | 0.02 | 2,818.85 | 0.01 | 4,900.00 | 0.02 |
| 36200-001-0000-005 | PUBLIC SAAFEITY - STATION 23 | 300.00 | 0.02 | 300.00 | 0.01 | 1,500.00 | 0.01 | 3,600.00 | 0.01 |
| 36200-001-0000-006 | PUBLIC SAFETY - STATION 20 | 743.25 | 0.04 | 470.00 | 0.02 | 4,430.08 | 0.02 | 5,640.00 | 0.02 |
| Total RENTALS & LEASES: | | 5,419.11 | 0.32 | 12,681.66 | 0.53 | 30,246.90 | 0.12 | 152,180.00 | 0.53 |
| DISPOSITION OF FIXED ASSETS | | | | | | | | | |
| 36400-001-0000-001 | DISPOSITION OF FIXED ASSETS | 0.00 | 0.00 | 1,250.00 | 0.05 | 0.00 | 0.00 | 15,000.00 | 0.05 |
| Total DISPOSITION OF FIXED ASSETS: | | 0.00 | 0.00 | 1,250.00 | 0.05 | 0.00 | 0.00 | 15,000.00 | 0.05 |
| CONTRIBUTIONS AND DONATIONS | | | | | | | | | |
| 36600-001-0000-001 | CONTRIBUTIONS AND DONATIONS | 100.00 | 0.01 | 125.00 | 0.01 | 2,675.00 | 0.01 | 1,500.00 | 0.01 |
| Total CONTRIBUTIONS AND DONATIONS: | | 100.00 | 0.01 | 125.00 | 0.01 | 2,675.00 | 0.01 | 1,500.00 | 0.01 |
| OTHER MISCELLANEOUS INCOME | | | | | | | | | |
| 36900-001-0000-901 | BLS TRAINING | 100.00 | 0.01 | 41.67 | 0.00 | 100.00 | 0.00 | 500.00 | 0.00 |

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|--|--------------------------------------|----------------|--------|------------------------|--------|---------------|--------|---------------------------|--------|
| OTHER MISCELLANEOUS INCOME | | (Continued) | | | | | | | |
| 36900-001-0000-902 | FIRE MARSHALL MOU REIMBURSEMENT | 0.00 | 0.00 | 3,750.00 | 0.16 | 25,464.40 | 0.10 | 45,000.00 | 0.16 |
| 36900-001-0000-904 | SHOP REVENUE | 6,645.07 | 0.40 | 7,979.17 | 0.34 | 49,285.96 | 0.19 | 95,750.00 | 0.34 |
| 36900-001-0000-906 | OTHER MISC. INCOME | 3,231.50 | 0.19 | 0.00 | 0.00 | 5,534.73 | 0.02 | 0.00 | 0.00 |
| 36900-001-0500-046 | HURRICANE IRMA REIM FOR DAMAGES | 0.00 | 0.00 | 0.00 | 0.00 | 408,780.32 | 1.57 | 0.00 | 0.00 |
| 36900-001-2060-901 | MM63 EMPLOYEE COST REIMBURSEMENT | 0.00 | 0.00 | 50,000.00 | 2.10 | 0.00 | 0.00 | 600,000.00 | 2.10 |
| 36900-001-4010-046 | VEHICLE REPAIR INSURANCE REIM. | 0.00 | 0.00 | 0.00 | 0.00 | 29,016.62 | 0.11 | 0.00 | 0.00 |
| Total OTHER MISCELLANEOUS INCOME: | | 9,976.57 | 0.60 | 61,770.84 | 2.60 | 518,182.03 | 1.99 | 741,250.00 | 2.60 |
| Total Revenue: | | 1,671,403.34 | 100.00 | 2,377,477.00 | 100.00 | 26,080,533.40 | 100.00 | 28,529,724.00 | 100.00 |
| Gross Profit: | | 1,671,403.34 | 100.00 | 2,377,477.00 | 100.00 | 26,080,533.40 | 100.00 | 28,529,724.00 | 100.00 |
| Expenses | | | | | | | | | |
| LEGISLATIVE SALARIES | | | | | | | | | |
| 51100-001-0000-011 | LEGISLATIVE SALARIES (COMMISSIONRS) | 4,000.00 | 0.24 | 4,000.00 | 0.17 | 17,716.53 | 0.07 | 48,000.00 | 0.17 |
| Total LEGISLATIVE SALARIES: | | 4,000.00 | 0.24 | 4,000.00 | 0.17 | 17,716.53 | 0.07 | 48,000.00 | 0.17 |
| EXECUTIVE SALARIES & WAGES | | | | | | | | | |
| 51200-001-0000-011 | EXECUTIVE SALARIES | 118,062.16 | 7.06 | 118,363.92 | 4.98 | 658,768.10 | 2.53 | 1,420,367.00 | 4.98 |
| 51200-001-0000-012 | EXECUTIVE 175 PENSION CONTRACTUAL | 390.96 | 0.02 | 395.83 | 0.02 | 2,096.06 | 0.01 | 4,750.00 | 0.02 |
| Total EXECUTIVE SALARIES & WAGES: | | 118,453.12 | 7.09 | 118,759.75 | 5.00 | 660,864.16 | 2.53 | 1,425,117.00 | 5.00 |
| ADMINISTRATIVE SALARIES | | | | | | | | | |
| 51300-001-1000-012 | SALARIES - NON BARGAINING (ADMIN,SHO | 75,717.87 | 4.53 | 89,358.42 | 3.76 | 354,379.19 | 1.36 | 1,072,301.00 | 3.76 |
| 51300-001-1000-014 | OVERTIME (NON-BARGAINING) | 5,453.48 | 0.33 | 6,462.50 | 0.27 | 24,093.83 | 0.09 | 77,550.00 | 0.27 |
| Total ADMINISTRATIVE SALARIES: | | 81,171.35 | 4.86 | 95,820.92 | 4.03 | 378,473.02 | 1.45 | 1,149,851.00 | 4.03 |
| BARGAINING UNIT SHIFT SALARIES & WAGES | | | | | | | | | |
| 51310-001-2000-012 | BARGAINING UNIT SALARIES - SHIFT | 826,091.50 | 49.43 | 891,870.83 | 37.51 | 5,067,428.49 | 19.43 | 10,702,450.00 | 37.51 |
| 51310-001-2000-013 | FIREFIGHTERS - PART TIME | 336.00 | 0.02 | 13,104.00 | 0.55 | 8,382.43 | 0.03 | 157,248.00 | 0.55 |
| 51310-001-2000-014 | OVERTIME - SHIFT | 149,620.08 | 8.95 | 112,724.33 | 4.74 | 808,534.99 | 3.10 | 1,352,692.00 | 4.74 |
| Total BARGAINING UNIT SHIFT SALARIES & WAGES: | | 976,047.58 | 58.40 | 1,017,699.16 | 42.81 | 5,884,345.91 | 22.56 | 12,212,390.00 | 42.81 |
| BARGAINING UNIT - NON SHIFT | | | | | | | | | |
| 51320-001-3000-013 | FIRE & LIFE SAFETY WAGES | 58,504.87 | 3.50 | 60,993.25 | 2.57 | 278,781.34 | 1.07 | 731,919.00 | 2.57 |
| 51320-001-3000-014 | OVERTIME FIRE & LIFE SAFETY | 664.95 | 0.04 | 10,416.67 | 0.44 | 19,346.54 | 0.07 | 125,000.00 | 0.44 |
| Total BARGAINING UNIT - NON SHIFT: | | 59,169.82 | 3.54 | 71,409.92 | 3.00 | 298,127.88 | 1.14 | 856,919.00 | 3.00 |
| EARNINGS OTHER | | | | | | | | | |

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|---|--|----------------|-------|------------------------|-------|--------------|-------|---------------------------|-------|
| EARNINGS OTHER | | (Continued) | | | | | | | |
| 51330-001-9000-011 | DISPLACEMENT PAY | 0.00 | 0.00 | 12.50 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 51330-001-9000-013 | HOLIDAY | 900.00 | 0.05 | 18,772.33 | 0.79 | 6,010.00 | 0.02 | 225,268.00 | 0.79 |
| 51330-001-9000-014 | VACATION | 3,160.08 | 0.19 | 10,000.00 | 0.42 | 16,913.31 | 0.06 | 120,000.00 | 0.42 |
| 51330-001-9000-015 | SICK TIME | 1,931.28 | 0.12 | 21,363.92 | 0.90 | 10,822.53 | 0.04 | 256,367.00 | 0.90 |
| 51330-001-9000-016 | 457 CONTRACTUAL | 384.62 | 0.02 | 408.33 | 0.02 | 1,840.68 | 0.01 | 4,900.00 | 0.02 |
| 51330-001-9010-011 | LIFE INSURANCE OVER \$50,000 | 0.00 | 0.00 | 0.00 | 0.00 | 5,061.56 | 0.02 | 0.00 | 0.00 |
| 51330-001-9010-012 | LIFE INSURANCE OVER \$50,000 | 0.00 | 0.00 | 0.00 | 0.00 | -5,061.56 | -0.02 | 0.00 | 0.00 |
| 51330-001-9011-012 | CLOTHING ALLOWANCE | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 51330-001-9012-011 | DISABILITY BENEFITS | 9,580.93 | 0.57 | 0.00 | 0.00 | 51,116.54 | 0.20 | 0.00 | 0.00 |
| 51330-001-9012-012 | NET DISABILITY BENEFITS | -9,580.93 | -0.57 | 0.00 | 0.00 | -51,116.54 | -0.20 | 0.00 | 0.00 |
| Total EARNINGS OTHER: | | 6,375.98 | 0.38 | 50,657.08 | 2.13 | 35,586.52 | 0.14 | 607,885.00 | 2.13 |
| DEBT SERVICE | | | | | | | | | |
| 51700-001-0000-071 | DEBT SERVICE - PRINCIPAL PAYMENT | 349.88 | 0.02 | 23,122.00 | 0.97 | 93,541.41 | 0.36 | 277,464.00 | 0.97 |
| 51700-001-0000-072 | DEBT SERVICE - INTEREST PAYMENT | 0.00 | 0.00 | 6,333.33 | 0.27 | 25,350.68 | 0.10 | 76,000.00 | 0.27 |
| Total DEBT SERVICE: | | 349.88 | 0.02 | 29,455.33 | 1.24 | 118,892.09 | 0.46 | 353,464.00 | 1.24 |
| FICA TAXES | | | | | | | | | |
| 52201-001-0000-011 | FICA TAXES | 93,632.49 | 5.60 | 103,873.67 | 4.37 | 540,960.63 | 2.07 | 1,246,484.00 | 4.37 |
| Total FICA TAXES: | | 93,632.49 | 5.60 | 103,873.67 | 4.37 | 540,960.63 | 2.07 | 1,246,484.00 | 4.37 |
| RETIREMENT CONTRIBUTIONS | | | | | | | | | |
| 52202-001-0010-022 | FRS CONTRIBUTIONS | 197,206.65 | 11.80 | 187,815.83 | 7.90 | 1,006,629.89 | 3.86 | 2,253,790.00 | 7.90 |
| 52202-001-0011-022 | 175 RETIREMENT PLAN CONTRIBUTIONS | 36,902.88 | 2.21 | 48,770.75 | 2.05 | 210,054.09 | 0.81 | 585,249.00 | 2.05 |
| 52202-001-0012-022 | NATIONWIDE RETIREMENT PLAN | 3,484.88 | 0.21 | 5,000.00 | 0.21 | 17,263.96 | 0.07 | 60,000.00 | 0.21 |
| 52202-001-0013-022 | DISTRICT DEF COMP MATCH | 1,750.00 | 0.10 | 863.75 | 0.04 | 8,200.00 | 0.03 | 10,365.00 | 0.04 |
| Total RETIREMENT CONTRIBUTIONS: | | 239,344.41 | 14.32 | 242,450.33 | 10.20 | 1,242,147.94 | 4.76 | 2,909,404.00 | 10.20 |
| LIFE AND HEALTH INSURANCE | | | | | | | | | |
| 52205-001-0010-023 | INS BENEFITS FIXED - DENTAL | 1,351.31 | 0.08 | 1,417.00 | 0.06 | 6,830.75 | 0.03 | 17,004.00 | 0.06 |
| 52205-001-0011-023 | INSURANCE BENEFITS FIXED - LIFE INSUR. | 4,295.26 | 0.26 | 3,597.00 | 0.15 | 22,421.10 | 0.09 | 43,164.00 | 0.15 |
| 52205-001-0012-023 | INS BENEFITS FIXED - MEDICAL | 221,283.19 | 13.24 | 237,177.42 | 9.98 | 1,498,001.52 | 5.74 | 2,846,129.00 | 9.98 |
| 52205-001-0013-023 | INS BENEFITS FIXED - STD/LTD | 9,997.32 | 0.60 | 8,183.50 | 0.34 | 50,257.63 | 0.19 | 98,202.00 | 0.34 |
| 52205-001-0014-023 | INS BENEFITS FIXED - VISION | 2,310.11 | 0.14 | 2,680.00 | 0.11 | 13,838.94 | 0.05 | 32,160.00 | 0.11 |
| 52205-001-0015-023 | INS BENEFITS - DENTAL CLAIMS | 14,551.57 | 0.87 | 11,916.67 | 0.50 | 55,890.20 | 0.21 | 143,000.00 | 0.50 |
| 52205-001-0016-023 | INS BENEFITS - MEDICAL HRA | 54,241.98 | 3.25 | 47,666.67 | 2.00 | 315,506.47 | 1.21 | 572,000.00 | 2.00 |
| Total LIFE AND HEALTH INSURANCE: | | 308,030.74 | 18.43 | 312,638.26 | 13.15 | 1,962,746.61 | 7.53 | 3,751,659.00 | 13.15 |

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|---|-------------------------------------|-------------------|-------------|------------------------|-------------|-------------------|-------------|---------------------------|-------------|
| WORKERS COMPENSATION | | | | | | | | | |
| 52210-001-0010-024 | WORKERS COMPENSATION PREMIUM | 25,425.65 | 1.52 | 33,299.92 | 1.40 | 397,996.25 | 1.53 | 399,599.00 | 1.40 |
| 52210-001-0011-024 | EE WORKERS COMP CHECKS | -648.57 | -0.04 | 0.00 | 0.00 | -648.57 | 0.00 | 0.00 | 0.00 |
| 52210-001-0012-024 | EXPENSES FOR GRIT CLAIMANTS | 0.00 | 0.00 | 208.33 | 0.01 | 601.69 | 0.00 | 2,500.00 | 0.01 |
| Total WORKERS COMPENSATION: | | 24,777.08 | 1.48 | 33,508.25 | 1.41 | 397,949.37 | 1.53 | 402,099.00 | 1.41 |
| UNEMPLOYMENT COMPENSATION | | | | | | | | | |
| 52215-001-0000-025 | RE-EMPLOYMENT TAX | 0.00 | 0.00 | 5,183.17 | 0.22 | 0.00 | 0.00 | 62,198.00 | 0.22 |
| 52215-001-0000-026 | POST EMPLOYMENT BENEFITS (PEHP) | 0.00 | 0.00 | 13,750.00 | 0.58 | 170,000.00 | 0.65 | 165,000.00 | 0.58 |
| Total UNEMPLOYMENT COMPENSATION: | | 0.00 | 0.00 | 18,933.17 | 0.80 | 170,000.00 | 0.65 | 227,198.00 | 0.80 |
| PROFESSIONAL SERVICES | | | | | | | | | |
| 52220-001-0000-031 | PROFESSIONAL SERVICES | 100,222.00 | 6.00 | 23,045.83 | 0.97 | 124,017.86 | 0.48 | 276,550.00 | 0.97 |
| 52220-001-0011-031 | CONTRACTUAL SERVICES - ADV COLLECT | 25,945.57 | 1.55 | 37,500.00 | 1.58 | 478,178.78 | 1.83 | 450,000.00 | 1.58 |
| 52220-001-0012-031 | CONTRACTUAL SERVICES - IMPACT FEE C | 952.15 | 0.06 | 1,000.00 | 0.04 | 4,304.30 | 0.02 | 12,000.00 | 0.04 |
| 52220-001-0013-031 | CONTRACTUAL SERVICES - PROPERTY AP | 0.00 | 0.00 | 10,530.00 | 0.44 | 76,147.46 | 0.29 | 126,360.00 | 0.44 |
| 52220-001-1000-031 | CONTRACTUAL SERVICES - GENERAL OPE | 9,655.55 | 0.58 | 30,043.17 | 1.26 | 115,261.06 | 0.44 | 360,518.00 | 1.26 |
| 52220-001-2060-031 | CONTRACTUAL SERVICES - OCHOPEE | 396.00 | 0.02 | 1,633.75 | 0.07 | 11,069.70 | 0.04 | 19,605.00 | 0.07 |
| 52220-001-3000-031 | CONTRACTUAL SERV FIRE & LIFE SAFETY | 673.00 | 0.04 | 0.00 | 0.00 | 5,503.58 | 0.02 | 0.00 | 0.00 |
| 52220-001-4000-031 | CONTRACTUAL SERVICES SHOP | 0.00 | 0.00 | 2,250.00 | 0.09 | 0.00 | 0.00 | 27,000.00 | 0.09 |
| Total PROFESSIONAL SERVICES: | | 137,844.27 | 8.25 | 106,002.75 | 4.46 | 814,482.74 | 3.12 | 1,272,033.00 | 4.46 |
| ACCOUNTING & AUDITING | | | | | | | | | |
| 52225-001-0000-032 | ACCOUNTING & AUDITING | 500.00 | 0.03 | 2,308.33 | 0.10 | 2,000.00 | 0.01 | 27,700.00 | 0.10 |
| Total ACCOUNTING & AUDITING: | | 500.00 | 0.03 | 2,308.33 | 0.10 | 2,000.00 | 0.01 | 27,700.00 | 0.10 |
| CURRENT CHARGES | | | | | | | | | |
| 52230-001-0000-037 | CURRENT CHARGES | 546.18 | 0.03 | 3,690.00 | 0.16 | 5,073.10 | 0.02 | 44,280.00 | 0.16 |
| Total CURRENT CHARGES: | | 546.18 | 0.03 | 3,690.00 | 0.16 | 5,073.10 | 0.02 | 44,280.00 | 0.16 |
| TRAVEL & PER DIEM | | | | | | | | | |
| 52235-001-0010-040 | EMPLOYEE TOLLS REIMBURSEMENT | 0.00 | 0.00 | 12.50 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| Total TRAVEL & PER DIEM: | | 0.00 | 0.00 | 12.50 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| COMMUNICATIONS & FREIGHT | | | | | | | | | |
| 52240-001-0000-041 | COMMUNICATIONS- CELL PHONES | 100.00 | 0.01 | 3,250.00 | 0.14 | 6,900.97 | 0.03 | 39,000.00 | 0.14 |
| 52240-001-0000-042 | FREIGHT & POSTAGE SERVICES | 56.68 | 0.00 | 291.67 | 0.01 | 1,281.71 | 0.00 | 3,500.00 | 0.01 |
| 52240-001-0015-041 | COMMUNICATIONS-GENERAL | 8,559.31 | 0.51 | 10,541.67 | 0.44 | 47,180.37 | 0.18 | 126,500.00 | 0.44 |
| 52240-001-2060-041 | COMMUNICATIONS - OCHOPEE | 1,818.95 | 0.11 | 1,666.67 | 0.07 | 10,019.89 | 0.04 | 20,000.00 | 0.07 |

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|--|---------------------------------------|----------------|-------|------------------------|------|--------------|------|---------------------------|------|
| Total COMMUNICATIONS & FREIGHT: | | 10,534.94 | 0.63 | 15,750.01 | 0.66 | 65,382.94 | 0.25 | 189,000.00 | 0.66 |
| UTILITY SERVICES | | | | | | | | | |
| 52245-001-0000-043 | UTILITIES | 16,719.72 | 1.00 | 13,875.83 | 0.58 | 77,577.28 | 0.30 | 166,510.00 | 0.58 |
| 52245-001-2060-043 | UTILITY SERVICES - OCHOPEE | 728.08 | 0.04 | 1,062.50 | 0.04 | 3,986.82 | 0.02 | 12,750.00 | 0.04 |
| Total UTILITY SERVICES: | | 17,447.80 | 1.04 | 14,938.33 | 0.63 | 81,564.10 | 0.31 | 179,260.00 | 0.63 |
| RENTALS & LEASES | | | | | | | | | |
| 52250-001-0000-044 | RENTALS & LEASES | 43.12 | 0.00 | 583.33 | 0.02 | 5,790.78 | 0.02 | 7,000.00 | 0.02 |
| 52250-001-0100-044 | RENTALS & LEASES - FACILITIES | 2,600.00 | 0.16 | 2,500.00 | 0.11 | 10,400.00 | 0.04 | 30,000.00 | 0.11 |
| 52250-001-3000-044 | RENTALS & LEASES E-FLEET | 5,182.97 | 0.31 | 5,180.75 | 0.22 | 25,909.15 | 0.10 | 62,169.00 | 0.22 |
| Total RENTALS & LEASES: | | 7,826.09 | 0.47 | 8,264.08 | 0.35 | 42,099.93 | 0.16 | 99,169.00 | 0.35 |
| INSURANCE GENERAL | | | | | | | | | |
| 52255-001-0000-045 | GENERAL INSURANCE | 52,360.00 | 3.13 | 30,425.50 | 1.28 | 173,611.93 | 0.67 | 365,106.00 | 1.28 |
| Total INSURANCE GENERAL: | | 52,360.00 | 3.13 | 30,425.50 | 1.28 | 173,611.93 | 0.67 | 365,106.00 | 1.28 |
| REPAIR & MAINT | | | | | | | | | |
| 52260-001-0000-046 | REPAIR & MAINTENANCE - RADIO | 0.00 | 0.00 | 916.67 | 0.04 | 1,086.70 | 0.00 | 11,000.00 | 0.04 |
| 52260-001-0500-046 | REPAIRS CONCERNING HURRICANE IRMA | 1,634.02 | 0.10 | 0.00 | 0.00 | 98,355.43 | 0.38 | 0.00 | 0.00 |
| 52260-001-1000-046 | REPAIR & MAINTENANCE - ADMIN | 0.00 | 0.00 | 2,500.00 | 0.11 | 59.36 | 0.00 | 30,000.00 | 0.11 |
| 52260-001-1050-046 | REPAIR & MAINTENANCE - FACILITIES | 0.00 | 0.00 | 8,566.67 | 0.36 | 3,238.69 | 0.01 | 102,800.00 | 0.36 |
| 52260-001-2000-046 | REPAIR & MAINTENANCE - OPERATIONS | 15,028.98 | 0.90 | 958.33 | 0.04 | 34,535.09 | 0.13 | 11,500.00 | 0.04 |
| 52260-001-2060-046 | REPAIR AND MAINTENANCE - OCHOPEE | 376.70 | 0.02 | 1,166.67 | 0.05 | 7,573.81 | 0.03 | 14,000.00 | 0.05 |
| 52260-001-3000-046 | REPAIR & MAINT. FIRE & LIFE SAFETY | 0.00 | 0.00 | 833.33 | 0.04 | 31.00 | 0.00 | 10,000.00 | 0.04 |
| 52260-001-4010-046 | VEHICLE REPAIR - GNFRD VEHICLES | 40,706.56 | 2.44 | 25,000.00 | 1.05 | 194,426.26 | 0.75 | 300,000.00 | 1.05 |
| 52260-001-4011-046 | VEHICLE REPAIR - NON GNFRD | 4,134.93 | 0.25 | 2,500.00 | 0.11 | 27,101.63 | 0.10 | 30,000.00 | 0.11 |
| 52260-001-4012-046 | REPAIR & MAINTENANCE - MARINE VESSEL | -560.17 | -0.03 | 625.00 | 0.03 | 2,169.47 | 0.01 | 7,500.00 | 0.03 |
| 52260-001-4060-046 | VEHICLE REPAIR - OCHOPEE | 8,726.07 | 0.52 | 2,500.00 | 0.11 | 19,376.25 | 0.07 | 30,000.00 | 0.11 |
| 52260-001-4061-046 | REPAIR & MAINT-OCHOPEE- MARINE VESSEL | 0.00 | 0.00 | 500.00 | 0.02 | 0.00 | 0.00 | 6,000.00 | 0.02 |
| 52260-001-6010-046 | REPAIR & MAINTENANCE - DIVE EQUIP | 0.00 | 0.00 | 1,408.33 | 0.06 | 0.00 | 0.00 | 16,900.00 | 0.06 |
| 52260-001-6012-046 | REPAIR & MAINTENANCE - SCBA | 0.00 | 0.00 | 833.33 | 0.04 | 323.50 | 0.00 | 10,000.00 | 0.04 |
| 52260-001-7000-046 | REPAIR & MAINTENANCE - MEDICAL | 0.00 | 0.00 | 375.00 | 0.02 | 35.00 | 0.00 | 4,500.00 | 0.02 |
| Total REPAIR & MAINT: | | 70,047.09 | 4.19 | 48,683.33 | 2.05 | 388,312.19 | 1.49 | 584,200.00 | 2.05 |
| PRINTING | | | | | | | | | |
| 52265-001-0000-047 | PRINTING & BINDING | 0.00 | 0.00 | 166.67 | 0.01 | 0.00 | 0.00 | 2,000.00 | 0.01 |
| Total PRINTING: | | 0.00 | 0.00 | 166.67 | 0.01 | 0.00 | 0.00 | 2,000.00 | 0.01 |
| OFFICE SUPPLIES | | | | | | | | | |

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|--------------------------------------|--|----------------|-------|------------------------|------|--------------|------|---------------------------|------|
| OFFICE SUPPLIES | | (Continued) | | | | | | | |
| 52270-001-0000-051 | OFFICE SUPPLIES | 71.31 | 0.00 | 958.33 | 0.04 | 3,671.29 | 0.01 | 11,500.00 | 0.04 |
| Total OFFICE SUPPLIES: | | 71.31 | 0.00 | 958.33 | 0.04 | 3,671.29 | 0.01 | 11,500.00 | 0.04 |
| FUELS & LUBRICANTS | | | | | | | | | |
| 52275-001-0010-052 | FUELS & LUBRICANTS | 2,665.99 | 0.16 | 958.33 | 0.04 | 11,570.80 | 0.04 | 11,500.00 | 0.04 |
| 52275-001-0011-052 | FUELS & LUBRICANTS - UNLEADED | 4,707.32 | 0.28 | 4,416.67 | 0.19 | 19,371.94 | 0.07 | 53,000.00 | 0.19 |
| 52275-001-0012-052 | FUELS & LUBRICANTS - DIESEL | 15,032.91 | 0.90 | 9,583.33 | 0.40 | 65,167.72 | 0.25 | 115,000.00 | 0.40 |
| 52275-001-0060-052 | FUEL - OCHOPEE | 0.00 | 0.00 | 708.33 | 0.03 | 0.00 | 0.00 | 8,500.00 | 0.03 |
| 52275-001-0090-052 | MARINE NON-ETHANOL UNLEADED | 2,972.27 | 0.18 | 708.33 | 0.03 | 8,411.44 | 0.03 | 8,500.00 | 0.03 |
| Total FUELS & LUBRICANTS: | | 25,378.49 | 1.52 | 16,374.99 | 0.69 | 104,521.90 | 0.40 | 196,500.00 | 0.69 |
| OPERATING SUPPLIES | | | | | | | | | |
| 52285-001-1000-052 | OPERATING SUPPLIES - ADMIN | 1,129.25 | 0.07 | 250.00 | 0.01 | 1,402.03 | 0.01 | 3,000.00 | 0.01 |
| 52285-001-2000-052 | OPERATING SUPPLIES - OPS | 3,464.17 | 0.21 | 2,916.67 | 0.12 | 17,707.53 | 0.07 | 35,000.00 | 0.12 |
| 52285-001-2060-052 | OPERATING SUPPLIES - OCHOPEE | 187.53 | 0.01 | 291.67 | 0.01 | 1,312.45 | 0.01 | 3,500.00 | 0.01 |
| 52285-001-3000-052 | OPERATING SUPPLIES - FIRE & LIFE SAFET | 0.00 | 0.00 | 1,250.00 | 0.05 | 0.00 | 0.00 | 15,000.00 | 0.05 |
| 52285-001-4000-052 | OPERATING SUPPLIES - FLEET | 1,141.43 | 0.07 | 833.33 | 0.04 | 2,877.18 | 0.01 | 10,000.00 | 0.04 |
| 52285-001-5000-052 | OPERATING SUPPLIES - TRAINING | 0.00 | 0.00 | 416.67 | 0.02 | 24.99 | 0.00 | 5,000.00 | 0.02 |
| 52285-001-6000-052 | OPERATING SUPPLIES - SPECIAL OPS | 0.00 | 0.00 | 458.33 | 0.02 | 0.00 | 0.00 | 5,500.00 | 0.02 |
| 52285-001-7000-052 | OPERATING SUPPLIES - MEDICAL | 9,676.47 | 0.58 | 4,166.67 | 0.18 | 13,965.17 | 0.05 | 50,000.00 | 0.18 |
| 52285-001-8000-052 | OPERATING SUPPLIES - FACILITIES/MAINT | 0.00 | 0.00 | 458.33 | 0.02 | 0.00 | 0.00 | 5,500.00 | 0.02 |
| Total OPERATING SUPPLIES: | | 15,598.85 | 0.93 | 11,041.67 | 0.46 | 37,289.35 | 0.14 | 132,500.00 | 0.46 |
| EXTRAORDINARY ITEMS | | | | | | | | | |
| 52900-001-0000-099 | EXTRAORDINARY ITEMS | 0.00 | 0.00 | 0.00 | 0.00 | 130,368.39 | 0.50 | 0.00 | 0.00 |
| Total EXTRAORDINARY ITEMS: | | 0.00 | 0.00 | 0.00 | 0.00 | 130,368.39 | 0.50 | 0.00 | 0.00 |
| SMALL EQUIPMENT | | | | | | | | | |
| 52910-001-0014-052 | SMALL EQUIPMENT - LOGISTICS | 0.00 | 0.00 | 125.00 | 0.01 | 0.00 | 0.00 | 1,500.00 | 0.01 |
| 52910-001-1000-049 | SMALL EQUIPMENT - ADMIN | -206.40 | -0.01 | 1,300.00 | 0.05 | 0.98 | 0.00 | 15,600.00 | 0.05 |
| 52910-001-2000-049 | SMALL EQUIPMENT - OPS | 5,192.46 | 0.31 | 6,947.58 | 0.29 | 25,371.17 | 0.10 | 83,371.00 | 0.29 |
| 52910-001-2060-049 | SMALL EQUIPMENT - OCHOPEE | 800.00 | 0.05 | 1,000.00 | 0.04 | 2,795.89 | 0.01 | 12,000.00 | 0.04 |
| 52910-001-3000-049 | SMALL EQUIP - FIRE & LIFE SAFETY | 0.00 | 0.00 | 1,704.67 | 0.07 | 0.00 | 0.00 | 20,456.00 | 0.07 |
| 52910-001-4000-049 | SMALL EQUIPMENT - FLEET | 592.48 | 0.04 | 250.00 | 0.01 | 2,784.30 | 0.01 | 3,000.00 | 0.01 |
| 52910-001-5000-049 | SMALL EQUIP - TRAINING | 0.00 | 0.00 | 625.00 | 0.03 | 1,283.86 | 0.00 | 7,500.00 | 0.03 |
| 52910-001-6010-049 | SMALL EQUIP - DIVE RESCUE | 1,048.50 | 0.06 | 833.33 | 0.04 | 6,161.00 | 0.02 | 10,000.00 | 0.04 |
| 52910-001-6011-049 | SMALL EQUIP - HAZ MAT | 0.00 | 0.00 | 166.67 | 0.01 | 0.00 | 0.00 | 2,000.00 | 0.01 |
| 52910-001-6012-049 | SMALL EQUIP - USAR | 0.00 | 0.00 | 416.67 | 0.02 | 0.00 | 0.00 | 5,000.00 | 0.02 |

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|-------------------------------|---------------------------------------|----------------|--------|------------------------|--------|---------------|-------|---------------------------|--------|
| SMALL EQUIPMENT | | (Continued) | | | | | | | |
| 52910-001-7000-049 | SMALL EQUIP - MEDICAL | 59.32 | 0.00 | 416.67 | 0.02 | 59.32 | 0.00 | 5,000.00 | 0.02 |
| Total SMALL EQUIPMENT: | | 7,486.36 | 0.45 | 13,785.59 | 0.58 | 38,456.52 | 0.15 | 165,427.00 | 0.58 |
| UNIFORMS | | | | | | | | | |
| 52920-001-1000-052 | UNIFORMS - ADMIN | 0.00 | 0.00 | 916.67 | 0.04 | 799.14 | 0.00 | 11,000.00 | 0.04 |
| 52920-001-2010-052 | UNIFORMS - OPERATIONS | 4,558.04 | 0.27 | 7,083.33 | 0.30 | 5,928.27 | 0.02 | 85,000.00 | 0.30 |
| 52920-001-2011-052 | UNIFORMS - BUNKER GEAR | 0.00 | 0.00 | 9,475.00 | 0.40 | 0.00 | 0.00 | 113,700.00 | 0.40 |
| 52920-001-3000-052 | UNIFORMS - FIRE & LIFE SAFETY | 0.00 | 0.00 | 416.67 | 0.02 | 326.49 | 0.00 | 5,000.00 | 0.02 |
| 52920-001-6000-052 | UNIFORMS - SPECIAL OPS | 0.00 | 0.00 | 208.33 | 0.01 | 0.00 | 0.00 | 2,500.00 | 0.01 |
| Total UNIFORMS: | | 4,558.04 | 0.27 | 18,100.00 | 0.76 | 7,053.90 | 0.03 | 217,200.00 | 0.76 |
| BOOKS, DUES | | | | | | | | | |
| 52930-001-1000-055 | BOOKS, DUES - ADMIN | 1,320.58 | 0.08 | 3,737.50 | 0.16 | 16,262.85 | 0.06 | 44,850.00 | 0.16 |
| 52930-001-2000-055 | BOOKS, DUES - OPERATIONS | 3,050.28 | 0.18 | 10,833.33 | 0.46 | 44,011.33 | 0.17 | 130,000.00 | 0.46 |
| 52930-001-3000-055 | BOOKS, DUES - FIRE & LIFE SAFETY | 1,465.37 | 0.09 | 1,363.75 | 0.06 | 10,203.64 | 0.04 | 16,365.00 | 0.06 |
| 52930-001-4000-055 | BOOKS, DUES - FLEET | 0.00 | 0.00 | 1,088.33 | 0.05 | 60.00 | 0.00 | 13,060.00 | 0.05 |
| 52930-001-5000-055 | BOOKS, DUES - TRAINING | 1,601.36 | 0.10 | 1,916.67 | 0.08 | 2,586.55 | 0.01 | 23,000.00 | 0.08 |
| 52930-001-5010-055 | BOOKS, DUES - CPR TRAINING | 0.00 | 0.00 | 83.33 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 52930-001-6011-055 | BOOKS, DUES - SPECIAL OPS | 7,560.00 | 0.45 | 100.00 | 0.00 | 7,560.00 | 0.03 | 1,200.00 | 0.00 |
| 52930-001-6012-055 | BOOKS, DUES - CERT | 0.00 | 0.00 | 166.67 | 0.01 | 0.00 | 0.00 | 2,000.00 | 0.01 |
| 52930-001-7000-055 | BOOKS, DUES - MEDICAL | 984.48 | 0.06 | 708.33 | 0.03 | 2,659.48 | 0.01 | 8,500.00 | 0.03 |
| Total BOOKS, DUES: | | 15,982.07 | 0.96 | 19,997.91 | 0.84 | 83,343.85 | 0.32 | 239,975.00 | 0.84 |
| CAPITAL OUTLAY | | | | | | | | | |
| 52940-001-0000-062 | CAPITAL OUTLAY - BUILDING & IMPROVEM | 0.00 | 0.00 | 9,116.67 | 0.38 | 31,500.00 | 0.12 | 109,400.00 | 0.38 |
| 52940-001-0000-063 | CAPITAL OUTLAY - IMPROVEMENTS OTHEI | 81,620.00 | 4.88 | 708.33 | 0.03 | 103,557.60 | 0.40 | 8,500.00 | 0.03 |
| 52940-001-0000-064 | CAPITAL OUTLAY - EQUIP & FURNISHINGS | 7,848.34 | 0.47 | 10,185.58 | 0.43 | 174,762.27 | 0.67 | 122,227.00 | 0.43 |
| 52940-001-0000-068 | CAPITAL OUTLAY - INTANGIBLE ASSETS | 0.00 | 0.00 | 1,633.33 | 0.07 | 0.00 | 0.00 | 19,600.00 | 0.07 |
| 52940-001-0000-069 | CAPITAL OUTLAY - VEHICLES | 0.00 | 0.00 | 17,416.67 | 0.73 | 0.00 | 0.00 | 209,000.00 | 0.73 |
| 52940-001-0000-070 | CAPITAL OUTLAY - FIRE & RESCUE VEHICL | 0.00 | 0.00 | 25,000.00 | 1.05 | 0.00 | 0.00 | 300,000.00 | 1.05 |
| Total CAPITAL OUTLAY: | | 89,468.34 | 5.35 | 64,060.58 | 2.69 | 309,819.87 | 1.19 | 768,727.00 | 2.69 |
| 0 | | | | | | | | | |
| 99900-000-0000-000 | SUSPENCE ACCOUNT | 0.00 | 0.00 | 0.00 | 0.00 | 252.50 | 0.00 | 0.00 | 0.00 |
| Total 0: | | 0.00 | 0.00 | 0.00 | 0.00 | 252.50 | 0.00 | 0.00 | 0.00 |
| Total Expenses: | | 2,367,002.28 | 141.62 | 2,473,766.41 | 104.05 | 13,995,115.16 | 53.66 | 29,685,197.00 | 104.05 |

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GNFRD INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

Greater Naples Fire Rescue District (GNF)

| | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|-----------------------------|----------------|--------|------------------------|-------|---------------|-------|---------------------------|-------|
| Net Income from Operations: | -695,598.94 | -41.62 | -96,289.41 | -4.05 | 12,085,418.24 | 46.34 | -1,155,473.00 | -4.05 |
| Earnings before Income Tax: | -695,598.94 | -41.62 | -96,289.41 | -4.05 | 12,085,418.24 | 46.34 | -1,155,473.00 | -4.05 |
| Net Income (Loss): | -695,598.94 | -41.62 | -96,289.41 | -4.05 | 12,085,418.24 | 46.34 | -1,155,473.00 | -4.05 |

Balance Sheet
As of 2/28/2018

GNFRD Impact Fee (IMP)

Assets

CASH IN BANK

10100-301-0000-001

IMPACT FEES (IBERAIBANK)

\$ 3,385,207.39

Total CASH IN BANK:

\$ 3,385,207.39

DUE FROM OTHER FUNDS

13100-301-0000-001

DUE FROM GENERAL FUND

\$ 1,000,000.00

Total DUE FROM OTHER FUNDS:

\$ 1,000,000.00

Total Assets:

\$ 4,385,207.39

Equity

28100-301-0000-001

FUND BALANCE - IMPACT FEES PRIOR YEAR RESTRICTED

\$ 3,548,594.96

28100-301-0000-002

Retained Earnings-Current Year

\$ 261,911.70

28100-301-0000-002

FUND BALANCE IMPACT FEES CURRENT YEAR

\$ 574,700.73

Total Equity:

\$ 4,385,207.39

Total Liabilities & Equity:

\$ 4,385,207.39

Impact Fees Income Statement
For The 5 Periods Ended 2/28/2018

GNFRD Impact Fee (IMP)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|--|-------------------------------|----------------|--------|------------------------|--------|--------------|--------|---------------------------|--------|
| Revenue | | | | | | | | | |
| IMPACT FEES | | | | | | | | | |
| 32400-301-0000-110 | IMPACT FEES | 94,386.02 | 98.74 | 83,000.00 | 99.45 | 353,845.07 | 98.19 | 996,000.00 | 99.45 |
| Total IMPACT FEES: | | 94,386.02 | 98.74 | 83,000.00 | 99.45 | 353,845.07 | 98.19 | 996,000.00 | 99.45 |
| GRANTS | | | | | | | | | |
| 33100-301-0000-200 | FEDERAL GRANT - PUBLIC SAFETY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 33400-301-0000-200 | STATE GRANT - PUBLIC SAFETY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total GRANTS: | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| INTEREST EARNINGS | | | | | | | | | |
| 36100-301-0000-100 | INTEREST | 1,204.98 | 1.26 | 458.33 | 0.55 | 6,523.01 | 1.81 | 5,500.00 | 0.55 |
| Total INTEREST EARNINGS: | | 1,204.98 | 1.26 | 458.33 | 0.55 | 6,523.01 | 1.81 | 5,500.00 | 0.55 |
| OTHER MISCELLANEOUS INCOME | | | | | | | | | |
| 36400-301-0000-000 | DISPOSITION OF FIXED ASSETS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 36400-301-0000-001 | OTHER MISCELLANEOUS INCOME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total OTHER MISCELLANEOUS INCOME: | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Revenue: | | 95,591.00 | 100.00 | 83,458.33 | 100.00 | 360,368.08 | 100.00 | 1,001,500.00 | 100.00 |
| Gross Profit: | | 95,591.00 | 100.00 | 83,458.33 | 100.00 | 360,368.08 | 100.00 | 1,001,500.00 | 100.00 |
| Expenses | | | | | | | | | |
| IMPACT FEE EXPENSE | | | | | | | | | |
| 51700-301-0000-071 | DEBT SERVICES | 1,049.63 | 1.10 | 23,821.63 | 28.54 | 73,849.82 | 20.49 | 285,859.56 | 28.54 |
| 51700-301-0000-072 | DEBT SERVICES -INTEREST | 0.00 | 0.00 | 6,258.33 | 7.50 | 19,538.38 | 5.42 | 75,100.00 | 7.50 |
| 52200-301-0000-031 | PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52200-301-0000-032 | FREIGHT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52200-301-0000-037 | CURRENT CHARGES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52200-301-0000-044 | RENTAL AND LEASE EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52200-301-0000-049 | SMALL EQUIPMENT AND TOOLS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52200-301-0010-046 | NEW VEHICLE SMALL PARTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total IMPACT FEE EXPENSE: | | 1,049.63 | 1.10 | 30,079.96 | 36.04 | 93,388.20 | 25.91 | 360,959.56 | 36.04 |
| CAPITAL OUTLAY | | | | | | | | | |
| 52900-301-0000-061 | LAND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52900-301-0000-062 | BUILDINGS AND IMPROVEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52900-301-0000-063 | INFRASTRUCTURE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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**Impact Fees Income Statement
For The 5 Periods Ended 2/28/2018**

GNFRD Impact Fee (IMP)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|------------------------------------|----------------------------------|----------------|-------|------------------------|--------|--------------|-------|---------------------------|--------|
| CAPITAL OUTLAY | | (Continued) | | | | | | | |
| 52900-301-0000-064 | EQUIPMENT AND FURNITURE | 0.00 | 0.00 | 5,000.00 | 5.99 | 0.00 | 0.00 | 60,000.00 | 5.99 |
| 52900-301-0000-065 | CONSTRUCTION WORK IN PROGRES | 0.00 | 0.00 | 41,666.67 | 49.93 | 0.00 | 0.00 | 500,000.00 | 49.93 |
| 52900-301-0000-067 | SPECIAL RESPONSE TEAMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52900-301-0000-068 | INTANGIBLE ASSETS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52900-301-0000-069 | VEHICLES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 52900-301-0000-070 | CAPITAL OUTLAY-FIRE & RESCUE VEI | 0.00 | 0.00 | 37,500.00 | 44.93 | 5,068.18 | 1.41 | 450,000.00 | 44.93 |
| 52900-900-0000-059 | DEPRECIATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total CAPITAL OUTLAY: | | 0.00 | 0.00 | 84,166.67 | 100.85 | 5,068.18 | 1.41 | 1,010,000.00 | 100.85 |
| Total Expenses: | | 1,049.63 | 1.10 | 114,246.63 | 136.89 | 98,456.38 | 27.32 | 1,370,959.56 | 136.89 |
| Net Income From Operations: | | 94,541.37 | 98.90 | -30,788.30 | -36.89 | 261,911.70 | 72.68 | -369,459.56 | -36.89 |
| Earnings Before Income Tax: | | 94,541.37 | 98.90 | -30,788.30 | -36.89 | 261,911.70 | 72.68 | -369,459.56 | -36.89 |
| Net Income (Loss): | | 94,541.37 | 98.90 | -30,788.30 | -36.89 | 261,911.70 | 72.68 | -369,459.56 | -36.89 |

Balance Sheet
As of 2/28/2018

GNFRD Hydrant Fund (HYD)

Assets

| | | | |
|--------------------|---------------------------|---------------|-----------------------------|
| 10100-101-0000-001 | HYDRANT OPERATING ACCOUNT | \$ 438,005.93 | |
| | Total Assets: | | <u><u>\$ 438,005.93</u></u> |

Equity

| | | | |
|--------------------|---|---------------------|-----------------------------|
| 28200-101-0000-001 | FUND BALANCE - HYDRANT ASSIGNED (PRIOR YTD) | \$ 401,708.84 | |
| 28200-101-0000-003 | Retained Earnings-Current Year | \$ 5,808.95 | |
| 28200-101-0000-003 | FUND BALANCE-CURRENT YEAR | <u>\$ 30,488.14</u> | |
| | Total Equity: | | <u><u>\$ 438,005.93</u></u> |
| | Total Liabilities & Equity: | | <u><u>\$ 438,005.93</u></u> |

HYDRANT FUND INCOME STATEMENT
For The 5 Periods Ended 2/28/2018

GNFRD Hydrant Fund (HYD)

| | | Period to Date | % | ORIGINAL PTD Budget | % | Year to Date | % | ORIGINAL Annual Budget | % |
|--|---------------------|----------------|--------|------------------------|------|--------------|--------|---------------------------|------|
| Revenue | | | | | | | | | |
| HYDRANT MAINTENANCE INCOME | | | | | | | | | |
| 32400-101-0000-900 | HYDRANT MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 86.07 | 0.00 | 0.00 |
| Total HYDRANT MAINTENANCE INCOME: | | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 86.07 | 0.00 | 0.00 |
| INTEREST EARNINGS | | | | | | | | | |
| 36100-101-0000-100 | INTEREST EARNINGS | 151.15 | 100.00 | 0.00 | 0.00 | 808.95 | 13.93 | 0.00 | 0.00 |
| Total INTEREST EARNINGS: | | 151.15 | 100.00 | 0.00 | 0.00 | 808.95 | 13.93 | 0.00 | 0.00 |
| Total Revenue: | | 151.15 | 100.00 | 0.00 | 0.00 | 5,808.95 | 100.00 | 0.00 | 0.00 |
| Gross Profit: | | 151.15 | 100.00 | 0.00 | 0.00 | 5,808.95 | 100.00 | 0.00 | 0.00 |
| Net Income From Operations: | | 151.15 | 100.00 | 0.00 | 0.00 | 5,808.95 | 100.00 | 0.00 | 0.00 |
| Earnings Before Income Tax: | | 151.15 | 100.00 | 0.00 | 0.00 | 5,808.95 | 100.00 | 0.00 | 0.00 |
| Net Income (Loss): | | 151.15 | 100.00 | 0.00 | 0.00 | 5,808.95 | 100.00 | 0.00 | 0.00 |

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 G/L Date: 2/28/2018

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GREATER NAPLES FIRE RESCUE DISTRICT

Operations Report

| | |
|--------------------------|------------------------------|
| REPORTING OFFICER | Nolan Sapp, Asst. Fire Chief |
| TYPE | Monthly - Commission |
| SUBMITTAL DATE | March 6, 2018 |

February 2018

The Stats:

| | |
|-----------------------|-------------------------------|
| Total Incidents | 1925 |
| Total Responses | 2217 (based on all apparatus) |
| Medical / Rescue | 1215 calls for service. |
| Percentage Medical | 63.1% |
| Fire / Other | 710 calls for service. |
| Busiest Response Unit | EN75 264 Incidents. |
| Busiest Day of Week | Saturday 301 Incidents |
| Busiest Time of Day | 12:00 to 12:59 121 Incidents. |

I attended the following meetings:

- ❖ CCFCA Communications meeting
- ❖ CCFCA Operations Section meeting
- ❖ Weekly Executive Command staff meetings
- ❖ Battalion Chief daily briefings
- ❖ Labor Management meetings
- ❖ District Strategic Planning
- ❖ Work with CCSO CAD/MDT operation meeting
- ❖ Control West communications
- ❖ Regional IMT Steering Committee (Ft. Myers)
- ❖ Regional IMT Team meeting (RSW Airport)
- ❖ Fellowship Program meetings
- ❖ Commissioner Inquiry-Ochopee/Sta 76 Cost Analysis
- ❖ CI Meeting
- ❖ BOFC Commission meeting
- ❖ Safety Committee meeting
- ❖ Wildfire Awareness Open House Sta 10
- ❖ Air Ops meeting
- ❖ MARC unit transfer at Estero

- ❖ St. Peter the Apostle Spirit Center Dedication
- ❖ IMT Training
- ❖ MARC Quarterly Phone Conference
- ❖ Golden Gate Estates Land Trust Committee meeting
- ❖ Parker Hannifin Walk Thru meeting
- ❖ Collier County Fire & EMS Chiefs Assoc.
- ❖ Wildland-Urban Interface Workshop
- ❖ Wildfire Awareness Open House Sta 71

Greater Naples Fire Rescue District Alarm Summary Report / General Type of Assembly

| Greater Naples Fire Rescue District | Jan-17 | Feb-17 | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Total |
|---|-------------|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------|
| *NA | 2 | 5 | | | | | | | | | | | 7 |
| 100 Series Fire | 44 | 34 | | | | | | | | | | | 78 |
| 200 Series Overpressure Rupture, Explosion, Overheat(no fire) | 1 | 3 | | | | | | | | | | | 4 |
| 300 Series Rescue & Emergency Medical Service Incident | 1301 | 1215 | | | | | | | | | | | 2516 |
| 400 Series Hazardous Condition(No fire) | 24 | 19 | | | | | | | | | | | 43 |
| 500 Series Service Call | 122 | 106 | | | | | | | | | | | 228 |
| 600 Series Good Intent Call | 416 | 451 | | | | | | | | | | | 867 |
| 700 Series False Alarm & False Call | 133 | 92 | | | | | | | | | | | 225 |
| 800 Series Severe Weather | | | | | | | | | | | | | 0 |
| 900 Series Special Incident Type | | | | | | | | | | | | | 0 |
| Grand Total | 2043 | 1925 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3968 |

| | | | | | | | | | | | | | |
|--|-------|-------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Responses by day average | 65.9 | 68.8 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 11.2 |
| Average by Stations Daily | 4 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Average Medical vs. other calls for service (combined) | 63.7% | 63.1% | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! | #DIV/O! |

| General Types of Assembly Usage | Jan-17 | Feb-17 | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Total |
|--|-------------|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------|
| *NA | 3 | 10 | | | | | | | | | | | 13 |
| Assembly | 69 | 62 | | | | | | | | | | | 131 |
| Educational | 18 | 22 | | | | | | | | | | | 40 |
| Health Care, Detention | 264 | 266 | | | | | | | | | | | 530 |
| Industrial , Utility, Defense, Agriculture, Mining | 1 | 1 | | | | | | | | | | | 2 |
| Mercantile, Business | 86 | 69 | | | | | | | | | | | 155 |
| Outside or Special Property | 360 | 393 | | | | | | | | | | | 753 |
| Residential | 1221 | 1084 | | | | | | | | | | | 2305 |
| Storage | 21 | 18 | | | | | | | | | | | 39 |
| GRAND TOTAL | 2043 | 1925 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3968 |

c

Mutual Aid / Auto Aid Report # of Incidents

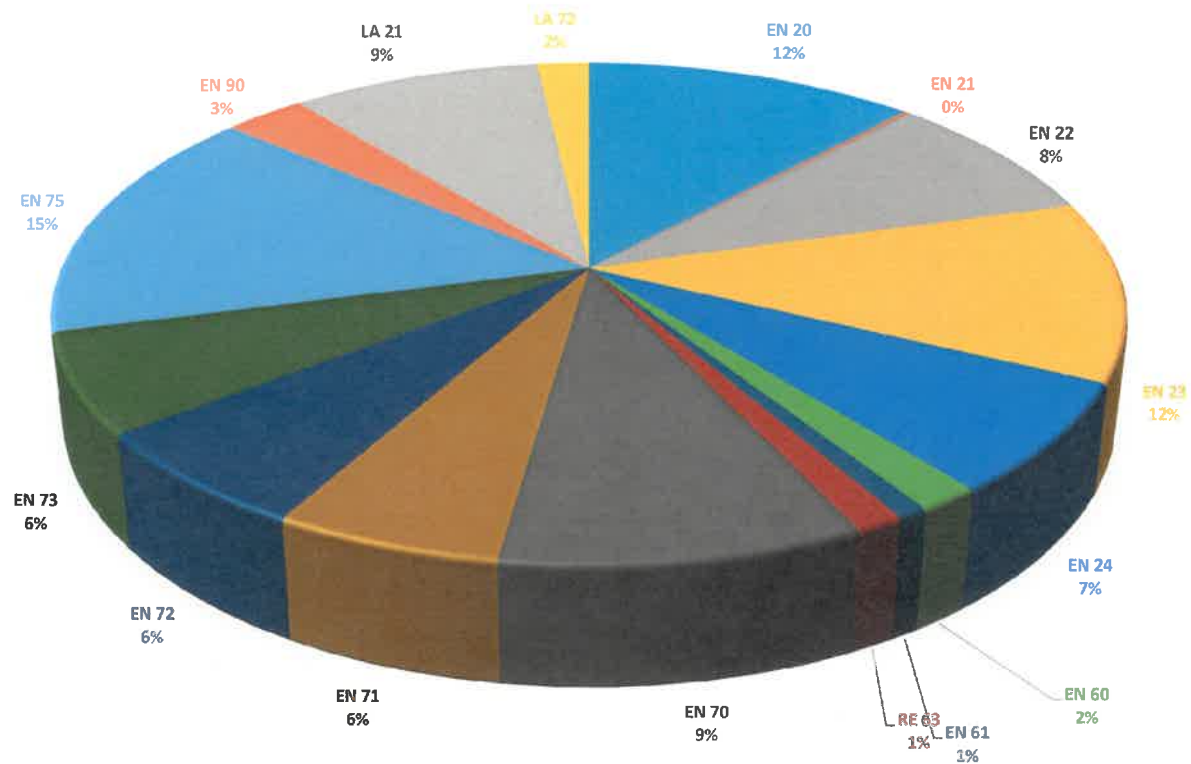
| | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | YTD |
|--|------------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------------|
| Mutual Aid Given from GNFD | Incidents | | | | | | | | | | | | |
| *NA | | | | | | | | | | | | | 0 |
| Bonita Springs Fire | | | | | | | | | | | | | 0 |
| City of Naples | | | | | | | | | | | | | 0 |
| Florida Forestry Service | | | | | | | | | | | | | 0 |
| Immokalee Fire | | | | | | | | | | | | | 0 |
| Marco Island | | | | | | | | | | | | | 0 |
| North Collier | | | | | | | | | | | | | 0 |
| Ochopee | | | | | | | | | | | | | 0 |
| Broward County / Dade County | 1 | | | | | | | | | | | | 1 |
| Total | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| | January | February | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | |
| Mutual Aid Received to GNFD | Incidents | | | | | | | | | | | | |
| *NA | | | | | | | | | | | | | 0 |
| Florida Forestry | | | | | | | | | | | | | 0 |
| City of Naples | | | | | | | | | | | | | 0 |
| Collier EMS | | | | | | | | | | | | | 0 |
| Immokalee Fire | | | | | | | | | | | | | 0 |
| Marco Island | | | | | | | | | | | | | 0 |
| North Collier | | | | | | | | | | | | | 0 |
| Ochopee | | | | | | | | | | | | | 0 |
| Broward County / Dade County | 1 | | | | | | | | | | | | 1 |
| Total | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Automatic Aid Report | | | | | | | | | | | | | |
| **Auto Aid Call Data does not include calls we weren't on as well** | | | | | | | | | | | | | |
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD |
| Auto Aid Given | Incidents | | | | | | | | | | | | |
| *NA | | | | | | | | | | | | | 0 |
| City of Naples | 29 | 51 | | | | | | | | | | | 80 |
| Florida Forestry Service | | | | | | | | | | | | | 0 |
| Immokalee Fire | | | | | | | | | | | | | 0 |
| Marco Island | 18 | 14 | | | | | | | | | | | 32 |
| North Collier | 77 | 84 | | | | | | | | | | | 161 |
| Total | 124 | 149 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 273 |
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | |
| Auto Aid Received to GNFD | Incidents | | | | | | | | | | | | |
| *NA | | | | | | | | | | | | | |
| Broward County | | 1 | | | | | | | | | | | |
| Florida Forestry | | | | | | | | | | | | | 0 |
| City of Naples | 2 | 10 | | | | | | | | | | | 12 |
| Collier EMS | | | | | | | | | | | | | 0 |
| Immokalee Fire | | | | | | | | | | | | | 0 |
| Marco Island | 7 | 6 | | | | | | | | | | | 13 |
| North Collier | 31 | 19 | | | | | | | | | | | 50 |
| Total | 40 | 36 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 75 |

| GREATER NAPLES FRACTILE TRAVEL TIMES | | | | | | | | | | |
|--------------------------------------|---------|---------|---------|---------|---------|----------|----------|----------|----------|-------|
| FROM 2/1/2018 TO 2/28/2018 | | | | | | | | | | |
| Unit | < 4 Min | < 5 Min | < 6 Min | < 7 Min | < 9 Min | < 10 Min | < 11 Min | < 12 Min | > 12 Min | Calls |
| BA20 | 58.82 | 64.71 | 76.47 | 76.47 | 88.24 | 88.24 | 88.24 | 88.24 | 11.76 | 17 |
| BA60 | 33.33 | 33.33 | 33.33 | 66.67 | 100.00 | 100.00 | 100.00 | 100.00 | 0.00 | 3 |
| BA70 | 26.67 | 40.00 | 53.33 | 73.33 | 80.00 | 93.33 | 93.33 | 93.33 | 6.67 | 15 |
| EN20 | 40.00 | 60.57 | 76.00 | 86.29 | 94.29 | 95.43 | 96.57 | 97.14 | 2.86 | 175 |
| EN22 | 27.20 | 44.00 | 61.60 | 81.60 | 92.80 | 95.20 | 96.80 | 97.60 | 2.40 | 125 |
| EN23 | 14.36 | 24.31 | 36.46 | 46.96 | 76.80 | 81.77 | 88.40 | 92.27 | 7.73 | 181 |
| EN24 | 14.29 | 29.76 | 46.43 | 63.10 | 83.33 | 88.10 | 94.05 | 95.24 | 4.76 | 84 |
| EN60 | 24.00 | 44.00 | 52.00 | 52.00 | 64.00 | 76.00 | 80.00 | 80.00 | 20.00 | 25 |
| EN61 | 33.33 | 66.67 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 0.00 | 3 |
| EN70 | 43.31 | 64.97 | 76.43 | 87.90 | 94.90 | 96.82 | 98.09 | 98.09 | 1.91 | 157 |
| EN71 | 15.19 | 24.05 | 37.97 | 48.10 | 59.49 | 63.29 | 75.95 | 78.48 | 21.52 | 79 |
| EN72 | 16.22 | 26.13 | 35.14 | 49.55 | 79.28 | 85.59 | 91.89 | 96.40 | 3.60 | 111 |
| EN73 | 5.97 | 19.40 | 37.31 | 56.72 | 80.60 | 86.57 | 89.55 | 91.04 | 8.96 | 67 |
| EN75 | 18.67 | 35.11 | 55.11 | 70.67 | 91.56 | 93.78 | 95.56 | 96.44 | 3.56 | 225 |
| EN90 | 37.50 | 53.13 | 56.25 | 62.50 | 71.88 | 81.25 | 87.50 | 90.63 | 9.38 | 32 |
| LA21 | 27.86 | 44.29 | 64.29 | 75.00 | 91.43 | 92.86 | 95.71 | 96.43 | 3.57 | 140 |
| LA72 | 19.05 | 28.57 | 33.33 | 57.14 | 95.24 | 100.00 | 100.00 | 100.00 | 0.00 | 21 |
| RE63 | 20.00 | 26.67 | 26.67 | 26.67 | 33.33 | 33.33 | 33.33 | 33.33 | 66.67 | 15 |
| SQ21 | 42.86 | 53.06 | 77.55 | 83.67 | 97.96 | 97.96 | 100.00 | 100.00 | 0.00 | 49 |
| SQ72 | 16.67 | 50.00 | 66.67 | 66.67 | 100.00 | 100.00 | 100.00 | 100.00 | 0.00 | 6 |
| SQ76 | 13.33 | 28.57 | 48.57 | 62.86 | 82.86 | 90.48 | 93.33 | 96.19 | 3.81 | 105 |

Apparatus Response Report

| | Jan-17 | Feb-17 | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Total | YTD |
|--------------|-------------|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------|--------|
| AIR 72 | | 0 | | | | | | | | | | | 0 | 0.00% |
| AT 23 | 6 | 7 | | | | | | | | | | | 13 | 0.28% |
| AT 60 | 1 | 2 | | | | | | | | | | | 3 | 0.07% |
| AT 63 | 10 | 0 | | | | | | | | | | | 10 | 0.22% |
| AT 90 | | 0 | | | | | | | | | | | 0 | 0.00% |
| BA 20 | 85 | 61 | | | | | | | | | | | 146 | 3.18% |
| BA 60 | 2 | 5 | | | | | | | | | | | 7 | 0.15% |
| BA 70 | 78 | 70 | | | | | | | | | | | 148 | 3.22% |
| BO60 | | 1 | | | | | | | | | | | 1 | 0.02% |
| BO 90 | 3 | 12 | | | | | | | | | | | 15 | 0.33% |
| BR 21 | 5 | 0 | | | | | | | | | | | 5 | 0.11% |
| BR 22 | 4 | 7 | | | | | | | | | | | 11 | 0.24% |
| BR 70 | | 0 | | | | | | | | | | | 0 | 0.00% |
| BR 71 | 6 | 1 | | | | | | | | | | | 7 | 0.15% |
| BR 72 | 5 | 7 | | | | | | | | | | | 12 | 0.26% |
| BR 73 | 1 | 1 | | | | | | | | | | | 2 | 0.04% |
| CA 22 | | 0 | | | | | | | | | | | 0 | 0.00% |
| CA 70 | 3 | 0 | | | | | | | | | | | 3 | 0.07% |
| CH 20 | | 0 | | | | | | | | | | | 0 | 0.00% |
| CH 23 | | 0 | | | | | | | | | | | 0 | 0.00% |
| CH 72 | 5 | 6 | | | | | | | | | | | 11 | 0.24% |
| EMS 25 | 4 | 4 | | | | | | | | | | | 8 | 0.17% |
| EN 20 | 237 | 207 | | | | | | | | | | | 444 | 9.67% |
| EN 21 | 6 | 0 | | | | | | | | | | | 6 | 0.13% |
| EN 22 | 153 | 163 | | | | | | | | | | | 316 | 6.88% |
| EN 23 | 230 | 201 | | | | | | | | | | | 431 | 9.39% |
| EN 24 | 128 | 139 | | | | | | | | | | | 267 | 5.82% |
| EN 60 | 30 | 30 | | | | | | | | | | | 60 | 1.31% |
| EN 61 | 23 | 6 | | | | | | | | | | | 29 | 0.63% |
| RE 63 | 21 | 25 | | | | | | | | | | | 46 | 1.00% |
| EN 70 | 171 | 174 | | | | | | | | | | | 345 | 7.51% |
| EN 71 | 110 | 107 | | | | | | | | | | | 217 | 4.73% |
| EN 72 | 113 | 125 | | | | | | | | | | | 238 | 5.18% |
| EN 73 | 131 | 108 | | | | | | | | | | | 239 | 5.21% |
| EN 75 | 305 | 264 | | | | | | | | | | | 569 | 12.39% |
| EN 90 | 63 | 46 | | | | | | | | | | | 109 | 2.37% |
| LA 21 | 151 | 184 | | | | | | | | | | | 335 | 7.30% |
| LA 72 | 38 | 31 | | | | | | | | | | | 69 | 1.50% |
| PU 21 | | 0 | | | | | | | | | | | 0 | 0.00% |
| PU 22 | | 0 | | | | | | | | | | | 0 | 0.00% |
| RE 72 | 2 | 0 | | | | | | | | | | | 2 | 0.04% |
| SQ 20 | | 0 | | | | | | | | | | | 0 | 0.00% |
| SQ 21 | 108 | 59 | | | | | | | | | | | 167 | 3.64% |
| SQ 72 | 5 | 14 | | | | | | | | | | | 19 | 0.41% |
| SQ76 | 110 | 125 | | | | | | | | | | | 235 | 5.12% |
| WT 20 | 8 | 5 | | | | | | | | | | | 13 | 0.28% |
| WT60 | 1 | 4 | | | | | | | | | | | 5 | 0.11% |
| WT63 | | 4 | | | | | | | | | | | 4 | 0.09% |
| WT 70 | | 0 | | | | | | | | | | | 0 | 0.00% |
| WT 71 | 12 | 12 | | | | | | | | | | | 24 | 0.52% |
| Total | 2374 | 2217 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4591 | |
| Resp. | | | | | | | | | | | | | | |

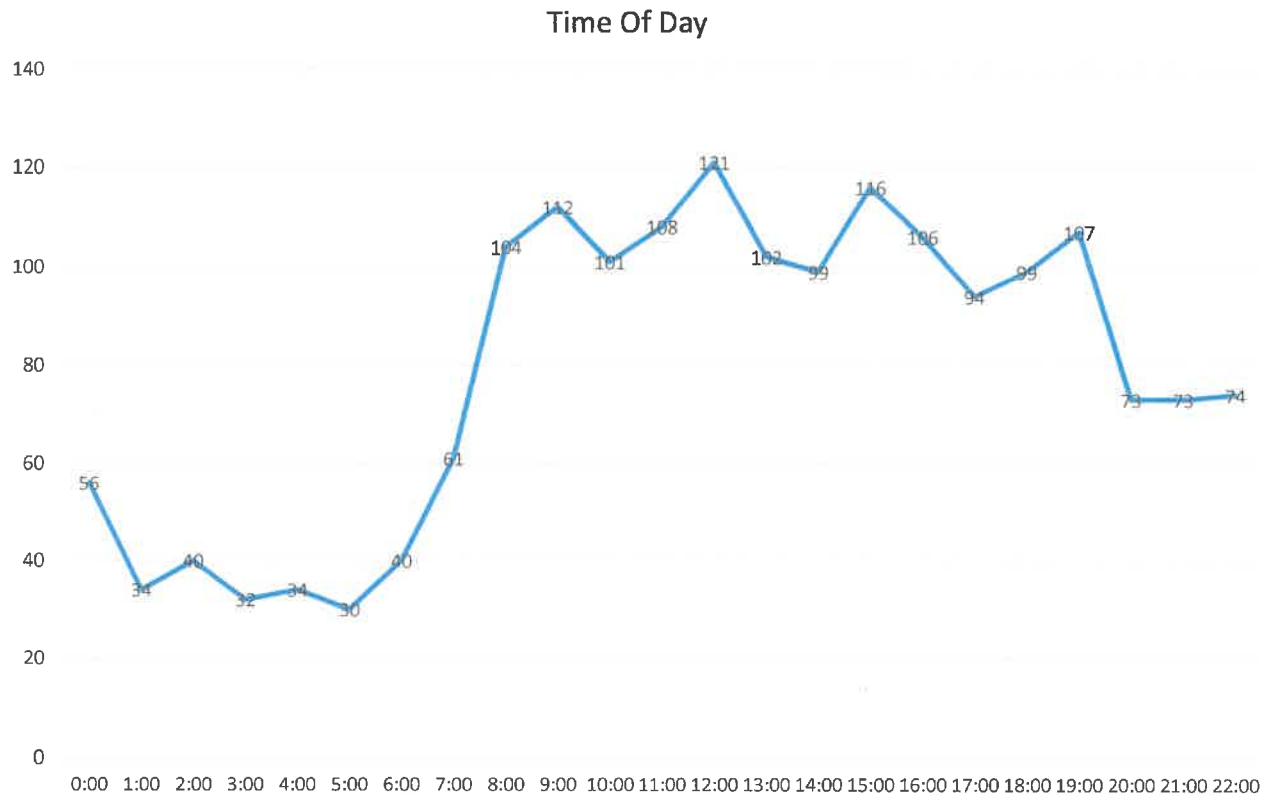
APPARATUS RESPONSES



Day of Week / Shift Numbers / Time of Day Report of Incidents

| WEEK RPT | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total | |
|-----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|---------|
| Sunday | 278 | 261 | | | | | | | | | | | 539 | 14.01% |
| Monday | 345 | 295 | | | | | | | | | | | 640 | 16.64% |
| Tuesday | 325 | 251 | | | | | | | | | | | 576 | 14.98% |
| Wednesday | 250 | 197 | | | | | | | | | | | 447 | 11.62% |
| Thursday | 241 | 270 | | | | | | | | | | | 511 | 13.29% |
| Friday | 261 | 290 | | | | | | | | | | | 551 | 14.33% |
| Saturday | 281 | 301 | | | | | | | | | | | 582 | 15.13% |
| | | | | | | | | | | | | | 3846 | 100.00% |
| SHIFT | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total | |
| A-Shift | 652 | 661 | | | | | | | | | | | 1313 | 33.19% |
| B-Shift | 674 | 578 | | | | | | | | | | | 1252 | 31.65% |
| C-Shift | 716 | 675 | | | | | | | | | | | 1391 | 35.16% |
| | | | | | | | | | | | | | 3956 | |

| Hour of Day | INC |
|-------------|-----|
| 0:00 | 56 |
| 1:00 | 34 |
| 2:00 | 40 |
| 3:00 | 32 |
| 4:00 | 34 |
| 5:00 | 30 |
| 6:00 | 40 |
| 7:00 | 61 |
| 8:00 | 104 |
| 9:00 | 112 |
| 10:00 | 101 |
| 11:00 | 108 |
| 12:00 | 121 |
| 13:00 | 102 |
| 14:00 | 99 |
| 15:00 | 116 |
| 16:00 | 106 |
| 17:00 | 94 |
| 18:00 | 99 |
| 19:00 | 107 |
| 20:00 | 73 |
| 21:00 | 73 |
| 22:00 | 74 |
| 23:00 | 49 |





GREATER NAPLES FIRE RESCUE DISTRICT Administration and Finance Report

| | |
|-------------------|------------------------------|
| REPORTING OFFICER | Tara Bishop, Deputy Director |
| TYPE | Monthly - Commission |
| SUBMITTAL DATE | March 1, 2018 |

February 1 to February 28, 2018

1. Administration:

- Meeting with Leading Edge Benefits Advisors
- Attended Labor Management Meeting
- Attended International Fellowship Program Meetings
- Weekly FEMA coordination / check in
- Continued coordination for 30th Ave Fire reimbursement
- Teleconference reference Black dot- Cell tower lease meeting
- Attended Second Half Retirement meeting
- Meeting with Safe Place Outreach Representative
- Participated in Grievance procedure, research and response meeting
- Attended meeting with Fire Chief and County Manger
- Continues District liaison duties for 175 Plan and assisted with packet prep for Quarterly meeting
- Set up Everglades City Seafood Festival Information Table and Deputy Incident Commander position
- Coordinated the VFIS Risk Management Site Visit
- Attended Strategic Plan Update Meeting
- Preparations of Board Meetings, Agenda and Packet
- Filled 35 public records requests
- Coordination of meeting room reservations
- Processed class funding and travel paperwork
- Daily office operations; mail distribution, walk in traffic interactions and guidance to needed staff Weekly, bi-weekly, monthly review of general ledger, weekly attendance, payroll, monthly purchase report, etc. Attended weekly staff/division and monthly BOFC meetings.

2. HR Specialist:

- Number of new W/C claims: 2 New , 2 Continuing
- FMLA – 1 New, 0 Continuing Short Term Disability – 0 New, 0 Continuing
- Coordination of New Hire Conditional Offers for FF: 2 F/T, 9 P/T
- Processed One Retiree
- Attended Firefighter/Employee of the Year Committee Meeting
- Attended Health & Safety Meeting – Injury & Accident Review
- Webinars – Sexual Harassment in the Workplace; 9 Low-Cost Technology Hacks to Help You; – What Employers Need to Know about COBRA: Non-Traditional Plans

3. Finance:

- Continued FY 16-17 audit preparations
- Complied and Sent 1095-C File to Aatrix- for processing
- Processed several 175 Pension plan requests for annual audit and benefit calculations



GREATER NAPLES FIRE RESCUE DISTRICT Planning Section Report

| | |
|--------------------------|-------------------------------|
| REPORTING OFFICER | Wayne Martin, Deputy Director |
| TYPE | Monthly- Fire Commission |
| SUBMITTAL DATE | March 1, 2018 |

February 1, 2018 to February 28, 2018

Meetings, Training, Conference, Special Events:

- * Participated in Command Staff Meetings
- * Facilitate Strategic Planning Meeting
- * Attended February BOFC Meeting
- * Attend CC Fire and EMS Chiefs Association
- * Participant CCFEMSCA Data Committee
- * Participant International Association of Fire Chiefs Fellowship Program
- * Participant Fire Districts Merger Meetings
- * Attended Collier County Task Force Meeting
- * Attended Labor Management Meeting
- * Participant ISO Meetings
- * Speaker Greater Naples Leadership Master's Program
- * Attended IAFC Fellowship Program Meetings

Projects:

- * Set up online Auction for District surplus items
- * Serve as Fire District Duty Officer
- * Completed delivery of new E-ONE Engine 73
- * Updated Chief Duty Officer Handbook
- * Quotes secured for Fleet Purchases
- * Track District Pool Vehicles
- * Edited GNFD Master Calendar
- * Updated GNFD Phone list
- * Edited SOG's
- * Fleet continues to work on District PM Program
- * Fleet updates being sent weekly
- * Apparatus standardization program Engine 20 Complete
- * Updated FY 2017-2018 Purchasing timeline
- * Review ISO
- * Daily Office operations; walk in traffic, mail distribution, deliveries & distribution of packages
- * Reconciled WEX card receipts for pool and planning vehicles
- * Prepared agenda packet for Ochopee Fire Advisory Meeting February 2018
- * Assisted HR section with interview schedule
- * Obtained Certificates of Liability for Director Bishop
- * Prepared New Vehicles checklist
- * Completed program to distribute 2018 Staff Vehicle & Apparatus insurance cards



GREATER NAPLES FIRE RESCUE DISTRICT Planning Section Report

- * Worked on logo for the Foundation
- * Created and secured quotes for RFP's
- * Sent photos & descriptions to auctioneer, Mark Atkinson for the Districts' Auction
- * Met auctioneer, Mark Atkinson to review items being placed in auction 2/7/18
- * Formatted nine SOGS to GNFD Standard
- * Prepared Ochopee Advisory Committee Letter of Recommendation
- * Sent Subpoenas to Fire Personnel along with incident report/s
- * Prepared Notice of Public Meeting for Ochopee Advisory Committee Meeting
- * Prepared Agenda & Packet for Ochopee Fire Advisory Board Committee Meeting
- * Point of Contact (POC) IAFC Fellowship Program Cohort 12
- * Photo copied & assembled 12 manuals for Fellowship program
- * Assist Accounting with paycheck and expense check distribution
- * Target Solutions – ongoing assignments



GREATER NAPLES FIRE RESCUE DISTRICT Logistics Section Report, Facilities Branch

| | |
|--------------------------|-------------------------------|
| REPORTING OFFICER | Alan McLaughlin, Deputy Chief |
| TYPE | Monthly- Commission |
| SUBMITTAL DATE | March 8, 2018 |

February 1st through February 28th 2018

Meeting, Training, Conference, Special Events:

- * Participated in all Staff Meetings
- * Participated in General Staff Meeting
- * Participated Section Managers Meeting
- * Attended 2018 Grainger Conference

Projects: Completed:

- * Station 90 communication tower brackets replaced
- * Fuel site inspections
- * Annual hose testing
- * Annual ground ladder testing
- * Engine 73 outfitting
- * Annual backflow preventer inspections
- * Annual generator preventative maintenance

Projects: In Process:

- * Station equipment identification
- * Bay door opener and safety stop project
- * Station 20 Phase One remodel on hold
- * Equipment asset control and inventory
- * Station site security
- * Apparatus intake valve standardization and replacement
- * Nozzle standardization
- * Station maintenance program in final review
- * High Rise pack replacement
- * Station 90 boat lift repair bids reviewed
- * Station 90 roof repair awarded and in process
- * Station 72 and 20 roof repair in bid process
- * Station 70 termite mitigation
- * Outfitting of Fellowship personnel
- * Station 21 re-flooring
- * Station 71 air conditioning in bid process
- * Annual Fire Sprinkler and Fire Alarm System testing in process



GREATER NAPLES FIRE RESCUE DISTRICT Training and Special Operations Report

| | |
|-------------------|-----------------------|
| REPORTING OFFICER | Rob Low, Deputy Chief |
| TYPE | Monthly- Commission |
| SUBMITTAL DATE | March 8, 2018 |

February 1 thru February 28, 2018

During the month of February the training and special operations section completed the following benchmarks in support of district personnel:

- **Dive Team-**
To better align our dive team members with other agencies within the County, instructor training course has been scheduled.
- **Target Solutions-**
The District's training management system/database enhancements have been implemented and more than 1500 hrs of training were logged by District personnel during the month.
- **Promotional Testing-**
At the direction of the Fire Chief, the Lieutenants testing process was initiated with content and text being evaluated and agreed upon by both labor and management in accordance with the Collective Bargaining Agreement (CBA). Testing will be posted in early March.
- **Drills/Exercises-**
NFPA 1410- Crews conducted training on the use of portable tanks for water supply.
- **Health and Safety-**
The Health and Safety Branch continues to support the district with reviewing employee incidents and making recommendations for preventative measures with a focus on employee health and safety. In addition a team was assembled to review an incident in which a firefighter was injured with the intent to identify actions that led up to the injury and provide a written report for preventative measures.
- **Section Personnel-**
Branch personnel took some much deserved time off; DC Low assisted a neighboring agency with their promotional process for Captains.



GREATER NAPLES FIRE RESCUE DISTRICT

Investigative Section/Fire & Life Safety Report

| | |
|--------------------------|-------------------------------|
| REPORTING OFFICER | Shawn M. Hanson, Deputy Chief |
| TYPE | Monthly |
| SUBMITTAL DATE | February 28, 2018 |

January 1 through January 31, 2018

Inspection Statistics

Permitted Inspections: 392

Permitted Inspections Violations Cited: 76

Violations Cleared: 58

Business Tax License Inspections: 36

Annual Inspections: 84

Other Inspections: 254

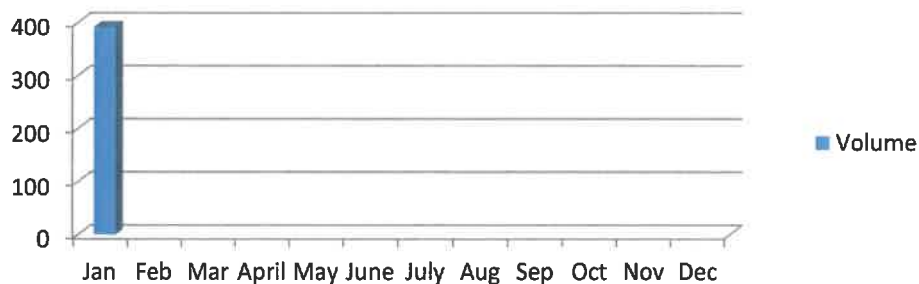
Existing Inspections Violations Cited: 202

Violations Cleared: 56

Inspections



Permitted Inspections 2018





GREATER NAPLES FIRE RESCUE DISTRICT

Investigative Section/Fire & Life Safety Report

Average wait time for an inspection in January: 2 Days

Current wait time as of February 28th: 1 - 2 Days

9 hours of reimbursed overtime and 9 hours on non-reimbursed overtime were utilized in January to conduct 9 overflow inspections and a fireworks show at Fiddler's Creek.

Fire Plan Review Statistics

Fire Plan Building Reviews: 385

- decrease of 61 from December

*each review generates a minimum average of 3 field inspections

Site Development/Planning Reviews: 50

- decrease of 13 from December

Average Review Time: 3 Days

Pending Projects From Site Development Meetings

- Proposed new worship facility off County Barn Rd
- Proposed Vanderbilt Reserve on Rockefeller Wey; 200 single family homes
- Proposed 90,000 square foot rezoning of property located at 7550 Immokalee Road, 8245 and 8251 Logan Blvd for the development of commercial use
- Union Way (Port of the Islands) site development for a 12 unit multi-family building located at the end of the current paved terminus of Union Way.
- New Hope Ministries located at 7576 Davis Blvd; - the proposed project includes the development of five multi-family buildings totaling 304 units.
- Arboretum on Thompson Drive; proposed 244 residential units on the 37 acre site
- 25,248 square foot Aldi Store within Countryside Shopping Center off Santa Barbara Blvd
- Azure at Hacienda Lakes - Rattlesnake east of Collier - This phase of the project consists of 56 units (14 multi-family, 4 unit buildings)
- Proposed 105,318 SF 3-story storage facility on Rattlesnake-Hammock
- Proposed Staybridge Suites Hotel consisting of 91 – 106 rooms off Celeste Dr
- Proposed construction of a new clubhouse within Naples Estates
- Proposed construction of a new worship facility North of Coronado Pkwy on Santa Barbara Blvd
- Proposed Memory Care Group Housing complex off Santa Barbara Blvd and Whitaker; to contain 4 – 5 building with up to 120 beds and an administration/support facility



GREATER NAPLES FIRE RESCUE DISTRICT

Investigative Section/Fire & Life Safety Report

Special Events/Public Education

No Special Events/Public Education

Investigations

No incidents required assistance from the Investigative Section in the month of January.

IS staff hours: N/A

AHJ Report

- IS Investigative (IS) staff attended and facilitated the CCFMA (Collier County Fire Marshals) meeting
- IS staff members participated in Target Solutions training
- IS staff members attended and participated in classes, committees and other training, including OMD training, Water-Based Systems Committee meeting, Fire Alarm Committee meeting and Public Education Committee meeting
- IS staff attended the Collier County Task Force meetings
- IS staff attended the DSAC meeting at Collier County Growth Management (GMD)
- Participated in the Strategic Planning activities
- Participated in the Governing Documents Committee activities
- IS staff participated in meetings for plan review items, variance requests, deficiency form requests, site development concerns and other issues
- IS staff assisted with Fire Plans Reviewer interviews at Collier County GMD
- Participated in Florida Fire Sprinkler Coalition activities
- Participated in FFMIA Legislative Committee activities
- IS staff attended the CCFMA Public Education Committee meeting
- IS staff participated in FFMIA Executive Board activities
- Participated in IAFC Diversity Executive Leadership Program (iDELP) activities
- Participated in NFPA Technical Committee activities
- Ongoing cross-training for inspectors
- IS staff participated in Labor Management meetings
- Participated in the Collier County Fire and EMS Chiefs Association meeting
- IS staff participated in Health and Safety Committee activities
- IS staff participated in ISO preparation activities and ISO survey follow-up
- IS staff attended and facilitated the NFPA 1 and 101 Updates class
- IS staff participated in District physicals
- Attended LT Bigica's FFCA Fire Inspector of the Year awards ceremony at FRE
- IS staff attended the Criminal Justice Advisory meeting at Lely High School
- Participated in FM Global and FEMA grant activities
- IS staff attended International Fellowship meetings



For Strength,
Independence & Life

2/27/18

Dear Chief Scholdt,

On behalf of MDA and the families we serve,
thank you for allowing your fire fighters to
participate in the MDA Boot Drive. Last
weekend your department raised over \$3,500
for our local families living with muscular
dystrophy and ALS! We appreciate your
support !!

Sincerely,

MDA of Southwest Florida



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

FEBRUARY, 2018

| | |
|-------------------|-----------------------------|
| REPORTING OFFICER | Kingman Schuldt, Fire Chief |
| TYPE | Monthly – Commission |
| SUBMITTAL DATE | March 6, 2018 |

ACTIVITIES REPORT

FDOT MM 63 Fire Station Funding – On March 5th the House Floor approved the funding bill for the Mile Marker 63 Fire Station.

In order to move the Bill past the Senate Appropriations Committee, Commissioner Passidomo agreed to amending the Bill from three years to one year of funding.

Over recent weeks the Bill faced numerous roadblocks. The Florida Department of Transportation opposed the Bill for the purpose of diverting the \$1.5 m to other Everglades projects. Legislators also wanted language added that would allow the Miami-Dade and Orange County expressway authorities to also access “excess” toll funding for local projects. As well, the Broward County legislators voiced their desire to access funding for their fire station at MM 35.

Senator Passidomo acted vigilantly to protect the Bill and has already committed to sponsor a similar Bill for the 2019 Legislative Session. Working in cooperation with the Collier County legislative team we were successful in achieving the additional funding.

The Bill is expected to move to the Senate Floor on Thursday, March 8 for the final stop.

North Collier/Greater Naples Merger – Bi-weekly meetings continue between the agencies. There is on-going discussion on the Station 24/47 join staffing. GNFD has continued to staff Engine 24 during the six-month commitment from NCFR. The GNFD six-month commitment begins in August and NCFR is assessing their future staffing needs for a new temporary facility.

Staff has been directed to develop a joint training agenda to begin in June that will include regular inter-agency mutli-company evolutions at their training facility.

Budget Management – Staff continues to review current expenditures and prioritize on-going and future projects. Focus remains on the completion of hurricane recovery projects, Station 71 HVAC replacement estimated at \$50,000.00, and Station 21 flooring project.



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

Hose and Ladder Testing – As part of the program initiated last year the first round of fire hose and ladder testing was recently initiated. No issues have been brought to my attention.

International Fellowship Program -The District's budget of @ \$130,000.00 was submitted and approved by the IAFC. Equipment and gear procurement has been coordinated with Miami-Dade Fire Rescue who will be processing the majority of purchases. The program has been introduced to local public safety agencies with some offering to participate and support the program. A tentative receiving date of April 16th has been identified.

Labor Management – Working with the Union leadership Lieutenant testing was posted on March 6. The implementation of a temporary appointment process to address overtime concerns of the District is also under development.

Staff continues to work closely with the District's labor attorney to address a number of active grievances filed by the Union. The District remains confident in our positions and a positive resolve will be reached for all parties in the near future.

The Union requested to begin collective bargaining for the contract that will expire later this year. Staff is working closely with the labor attorney to establish a strategy and prepare to begin the process. We anticipate formal bargaining will initiate in April.

Collier County – Staff continues to work with Collier County to address a number of items relating to the accounting processes and timely transfer of funds to the District for the Ochopee and MM 63 agreements. Director Bishop is participating in a number of follow-up meetings to work through our concerns and we are confident a resolve will surface.

Personnel – 11 new employees have been scheduled to begin with the District on March 26. This will include nine Apprentice Firefighters and two Full-time Firefighters. One current Fire Inspector has also been approved to transfer to Operations making it a total of 12 new operational members being added.

The current Apprentice Fire Inspector will be transitioned to a full-time position as a result of the transfer previously mentioned.

The District is still holding three unfilled staff support positions.

Everglades City Service Agreement – The District is currently negotiating two items relating to services provided to Everglades City. Although included in the Ochopee Management Agreement the City proper never received any form of fire marshal services. The City has requested to enter into agreement to provide plans review, fire inspection, and fire marshal services. Secondly, there had never been any agreement between the City and County for use of the fire station. Both items are being drafted as part of an agreement between the City and Fire District. The City has additionally provided the District office space at Everglades City Hall. This will serve as a place for citizens and businesses to meet with GNFD administrative personnel and life safety professionals.



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

Emergency Services Task Force – During the February 15 ESTF meeting the group moved to develop ballot language regarding countywide consolidation of fire rescue services (excluding EMS), including municipalities if so desired. GNFD and NCFD staff were directed to develop draft language for presentation to the Boards of the Fire Districts in March. If supported by the Boards, the ballot question would be submitted for the August referendum with an effective date of 2020.

Since the ESTF meeting GNFD and NCFR staffs have determined a ballot referendum is not possible at this time. Such referendum can only be placed on the ballot at such times the fire districts have followed one of the two possible consolidation paths; Voluntary or Involuntary. The only legal option at this time would be to place a straw ballot question on the ballot.

Wildfire Preparation – Staff has attended several meetings with neighboring fire districts, Florida Forest Service, and Collier County in preparation for the current wildfire season. The District participated in the North Collier Wildfire Awareness Open House on February 17 and hosted a similar event at GNFD Station 71 on February 24.

Apparatus – The new Emergency One engine was placed into service last month after the delivery of factory in-service training. As part of the process the loose equipment was mounted in similar fashion to Engine 20 and will serve as the new standardization template for all apparatus. Feedback from the personnel has been quite positive.

The new Battalion Chief vehicles continue to be assembled. Graphics have been applied and the rear command center is being built out. Fleet technicians are focusing on brush trucks in preparation of the increase wildfire season. Brush 73 has been repaired and placed back in service.

Upcoming Travel

March 21-22 – Labor attorney meeting in Orlando, FL

Public Programs

18 Events in February

55,055 Contacts in February

31 Events YTD

64,906 Contacts YTD

Customer Satisfaction Surveys

Emergency Response- 0

Fire & Life Safety- 1

Administrative- 2



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

MEETINGS AND EVENTS

- Participated in the following teleconferences as board or committee member for the following organizations:
 - Southeastern Association of Fire Chiefs
 - EMS Advisory Council
 - Disaster Response Committee
- Meetings
 - Weekly Command Staff
 - Merger Collaboration with North Collier
 - International Fellowship Team
 - Everglades City Council
 - FF Interviews
 - Chamber of Commerce Board
 - Emergency Services Task Force
 - East Naples Civic Association
 - Wildland Urban Interface Workshop
 - Fully Involved
 - CC Fire and EMS Chiefs' Association
 - Mile Marker 63 Committee Hearings- Tallahassee, FL

LOCAL 2396 REPORT

- Labor Management meeting update
 1. Lieutenant test was discussed and ultimately scheduled for June 5th.
 2. Fellowship program meetings are going well and a lot of the questions membership had are being addressed.
 3. Talked about starting a fire school scholarship program that hopefully will be split funded through the Union and the Department.
 4. Requested Job descriptions for both the “new” training BC and training Capt. No updates from admin at this time.
- Negotiations update
 1. The Union brought forth a MOU to try and save OT expenses by allowing personnel that have current testing qualifications the ability to be appointed to “out of position”. We are happy to say that through negotiations with Tara and Wayne we have a TA’d agreement that will be voted on by the membership and once passed brought before the board for you to vote on.
- Pending Issues
 1. ALS coordinator position was advertised and a promotional process was conducted with no promotion. The Union had 3 qualified applicants go through the process and it is still just an appointed position. We would like the Board to know that the Union has been more than patient waiting on the full time promotion for this position and are looking for some resolve.
- Health and Safety update
 1. The Health and Safety committee has met and are working on the investigation into an incident where a member of our Department as well as an outside agency was injured. The few meetings so far have been productive and promising in the effort to gather all information and find recommendations to make this department as safe as we can.
- Political update
 1. We would like to extend an invitation to any commissioner that is running for office to meet with the Union body to discuss our endorsement.



**GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS
Action Item Worksheet**

NEW BUSINESS

Agenda Item: III. A.
Subject: Out-of-Position Assignments MOU
Meeting Date: March 13, 2008
Prepared By: Kingman Schuldt, Fire Chief

Background

In recognition of mutual covenants between the District and the Union regarding the lack of available personnel for Out of Position assignments, a Memorandum of Understanding (MOU) between the parties was developed. This proposed agreement shall expire on August 12, 2018.

Funding Source/Financial Impact

Firefighters assigned to work Out-of-Position as an Engineer shall receive \$2.63 per hour, or \$63.12 per shift. Comparison- DE on Overtime average \$36.12 per hour, or \$ 866.88 per shift.

Engineers assigned to work Out-of-Position as a Lieutenant shall receive \$4.35 per hour, or \$104.40 per shift. Comparison- LT on Overtime average \$46.49 per hour, or \$ 1,115.76 per shift.

Recommendation

Approve the MOU between the District and Union.

Potential Motion

I move to support Staff's recommendation and approve the Appointment to Out-of-Position Memorandum of Understanding between the District and Local 2396.


Fire Chief Review

APPOINTMENT TO OUT-OF-POSITION MEMORANDUM OF UNDERSTANDING

In recognition of mutual covenants between the District and the Union due to the lack of personnel available for out of position, the proposed alternatives shall be implemented upon agreement between the District and the Union. They shall carry the same weight and effect as any agreement between the District and the Union and shall expire on August 12, 2018.

Out-of-Position [Article 43 shall be modified by the following changes]

1. Appointment to Out-of-Position

Employees who have not tested for the position of Engineer or Lieutenant shall be allowed to be appointed as an Alternate under the following conditions.

The employee shall meet the current requirements for promotion to the position they are filling as an Alternate. Any employees serving as an Alternate shall be allowed to remain in the Alternate spot as an Appointed if they don't meet the current requirements for promotion or if they don't pass the promotional exam for the duration of this MOU.

The employee shall notify via electronic mail their Shift Battalion Chief of their intention to become an Appointed Alternate.

The appointment shall be approved or denied within 14 days by the Fire Chief or designee. Appointments shall not be unreasonably denied.

2. Compensation

Any employee who successfully passes a promotional exam shall be compensated in accordance with the current Collective Bargaining Agreement and receive the following pay.

All employees assigned as an Out-of-Position (regardless of appointment or through the testing process) shall receive the following when they are filling the Out-of-Position role.

Firefighter to Engineer \$2.63 per hour
Engineer to Lieutenant \$4.35 per hour

3. Miscellaneous

Employees selecting to participate as an Appointed Alternate understand that he or she accepts the responsibility of the position with caveats identified by the District. These exceptions will be clearly identified and provided to the employee by the District.

Employees accepting the Appointed Alternate assignment will be required by the Employer to move stations and/or shift assignments to fulfill operational needs.

The District will make every effort to not schedule appointed out-of-position Lieutenants and apprentice employees on the same apparatus.

The District agrees that any and all other terms, conditions, hours, and wages of employment shall remain unaffected by the employee's voluntary participation as an Appointed Alternate.



**GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS
Action Item Worksheet**

NEW BUSINESS

Agenda Item: III. B.

Subject: Employee Handbook for Administrative Employees

Meeting Date: March 13, 2018

Prepared By: Wayne J Martin, Deputy Director

Background

The Greater Naples Fire Rescue District Handbook for Administrative Employees is a living document, often requiring updates. Since the most recent adoption in December, 2017 it has become necessary to address a number of items.

The Table of Contents was updated to better identify topic areas within the document.

Page 13 – Holidays, 10-Hour Work-Day; deleted. Previous language does not serve the best interest of the District.

Page 14 - Educational Incentives; Language clarification.

Page 15 - Specialty Team (\$500.00); Inadvertently omitted during recent update and adoption.

Page 18 – Clothing Stipend (\$100.00); Inadvertently omitted during recent update and adoption.

Funding Source/ Financial Impact

N/A

Recommendation

Staff recommends approving the Greater Naples Fire Rescue District Administrative Employee Handbook dated March 2018.

Potential Motion

I, move to proceed with adopting the Greater Naples Fire Rescue District Administrative Employee Handbook dated March 2018.

A handwritten signature in blue ink, appearing to read "Wayne J. Martin", is written over a horizontal line.

*Employee Handbook for the
Administrative Employees of the*

Greater Naples Fire Rescue District



*14575 Collier Blvd.
Naples, Florida 34119
www.GreaterNaplesFire.org
239-348-7540*

March 13, 2018



MISSION STATEMENT

The Mission of the Greater Naples Fire Rescue District is to protect life and property by providing emergency response services and education for the residents, businesses and visitors of our community.

VISION

Increase response effectiveness
Enhance professionalism and operational efficiencies
Use taxpayer dollars responsibly

VALUES

Professionalism – Integrity - Compassion

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Forward

This handbook has been prepared as a guideline to make you feel comfortable in your new job, by giving you some essential information about District benefits, practices and requirements. If further clarification is needed on any policies covered, help should be sought from your section manager.

Please note that the contents of this employee handbook are provided for information only and are not to be construed as a contract or promise between the District and its employees. This document is not intended to create any legally enforceable obligations on the part of the District, its officers, directors or employees. No supervisor, manager or other representative (other than the Board, in writing) has the authority to enter into any agreement for employment for any specified period of time (except in the case of temporary employees), or to make any agreement contrary to the foregoing.

In order to retain necessary flexibility in its policies and procedures, the District reserves the right to modify, change, add to, suspend, or cancel at any time without notice all or any part of the handbook's contents at will as circumstances/ laws may require.

Your employment is at will. This means you are free to terminate your employment at any time, for any reason and the District possesses these same rights.



GREATER NAPLES FIRE RESCUE DISTRICT ADMINISTRATIVE HEADQUARTERS

14575 Collier Boulevard • Naples, FL 34119

Phone : (239)348-7540 Fax : (239)348-7546

Kingman Schuldt, Fire Chief

New Team Member:

It is my pleasure to welcome you as an employee and member of the Greater Naples Fire Rescue District. I am sure that the skills and ability you bring to the District will make you a valuable member of our Fire District team.

This handbook will help you get started in your new position and serve as a valuable reference tool during your employment. It will explain some general facts you need to know about the Fire District including rules and regulations, pay and benefits, work hours and conditions, and your responsibilities and rights as an employee for example.

The Mission of the Greater Naples Fire Rescue District is to protect life and property by providing emergency response services and education for the residents, businesses and visitors of our community. Please familiarize yourself with it.

We hold our membership to the highest ethical standards and expect all employees to abide by our core values; Professionalism, Integrity, and Compassion each and every day, whether at work or otherwise. As we share in the experience of working together, you will be making an important contribution to the growth and well-being of the employees, residents, and visitors of the Fire District.

You are encouraged to take pride in your new position so that you will find your work interesting, satisfying and rewarding. Please read the Administrative Handbook carefully and discuss any questions you might have with your Supervisor.

I wish you every success in your career with the Greater Naples Fire Rescue District and look forward to your contributions.

Sincerely,

A handwritten signature in black ink, which appears to read "Kingman Schuldt".

Kingman Schuldt
Fire Chief

GENERAL OPERATING GUIDELINES

Non-Discrimination and Equal Employment Opportunity

Equal Employment Opportunity has been, and will continue to be, a fundamental principle at Greater Naples Fire Rescue District (GNFD) where employment is based upon personal capabilities and qualifications without regard to race, color, religion, sex (gender), age, national origin, disability, marital status or any other protected characteristic as established by law.

This policy of Equal Employment Opportunity applies to all policies and procedures in connection with but not limited to, recruitment and hiring, placement, transfer and promotion, demotion, advertising, compensation, benefits, training, layoff or termination, participation in social or recreational functions and all other terms and conditions of employment.

Employees' questions, concerns, or complaints will be addressed by the Fire Chief or designee. Appropriate disciplinary action may be taken against any employee willfully violating this procedure.

Anti-Harassment

GNFD is committed to providing a work environment in which all individuals are treated with respect and dignity. Each individual has the right to work in a professional atmosphere, which promotes equal employment opportunities and prohibits discriminatory practices, including harassment. The District expects that all relationships among persons in the workplace will be business-like and free of bias, prejudice and harassment.

Sexual harassment is defined as unwelcome verbal comments, gestures, or physical actions of a sexual nature toward another employee of the same or opposite sex; demanding sexual favors, applying subtle pressure for sexual favors or activity, promise of preferential treatment and/or influence over one's career because of sexual favors or activity.

Harassment is further defined as verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, sex, age, national origin, disability or any other characteristic protected by law or that of his/her relatives, friends or associates, or that creates an intimidating, hostile or offensive work environment; unreasonably interferes with an individual's work performance; or otherwise adversely affects an individual's employment opportunities.

This applies to all applicants and employees, and prohibits harassment, discrimination, and retaliation whether engaged in by fellow employees, by a supervisor or manager or by someone not directly connected with our District (e.g., an outside vendor, consultant, or customer). Conduct prohibited by this section and the District Discrimination/Harassment Policy is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, meetings, and work-related social events. In addition, the District prohibits retaliation against any individual who in good faith reports discrimination or harassment or participates in an investigation of such reports.

The District strongly urges the reporting of all incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. Individuals who believe they have experienced conduct that they consider contrary to this section and/or District policy or who have concerns about such matters should **immediately** file their complaints or address their concerns with any member of management without regard to the Chain of Command.

Upon receipt of any such complaint, the management member will promptly investigate the matter and if the claim is substantiated, appropriate corrective action will be taken. Any information provided during an investigation will be treated as confidential as possible.

Americans with Disabilities Act

Our District is committed to complying with all applicable provisions of the Americans with Disabilities Act ("ADA"). It is the District's duty not to discriminate against any qualified employee or applicant with regard to any terms or conditions of employment because of such individual's disability, history of disability or perceived disability so long as the employee can perform the essential functions of the job with or without reasonable accommodations. The District will provide reasonable accommodations to a qualified individual with a disability, as defined by the ADA, who has made such a request, provided that such accommodation does not constitute an undue hardship on the District.

Employees with a disability who believe they need a reasonable accommodation to perform the essential functions of their job should contact their section manager or the Director of Finance Section, as should any job applicant. All inquiries or complaints will be treated as confidential to the extent permissible by law.

Confidentiality and Public Records

All employees should maintain the highest level of confidentiality when conducting daily business. Employees are required to be familiar with Public Records F.S. Section 119 and the District Policies regarding Public Record Requests and Protected Health Information (PHI).

Employees handling confidential information are responsible for its security. Extreme care must be exercised to ensure that it is safeguarded to protect the District, employees and citizens' privacy. Employees who are unsure about the confidential nature of specific information should ask their supervisor for clarification.

All Public Records requests will be forwarded as outlined in the District Public Records Request policy to the District Records Custodian or designee.

Personnel Records

As your employer, the District keeps detailed records on all employees in accordance with federal and state regulations. It is each employee's responsibility to keep the District updated on any change in address, phone number, marital status, name, beneficiaries, dependent coverage, number of dependents, alien registration status and employment authorization. All changes are to be submitted via email or in writing to the District's Human Resource Specialist. All records will be maintained in a confidential manner.

Employees may inspect their personnel file at any time. You are entitled to obtain copies of any document placed in your personnel file. Because the District is a public agency, your personnel file may be inspected by the public at any time. Inspection of these records will be done in accordance with State law and the policy of this District.

Employee Meetings

Occasionally, throughout your employment, meetings will be held to discuss topics of importance. You will be notified if your attendance is mandatory. If attending a mandatory meeting extends "hours worked" past the FLSA threshold of 40 hours per week, overtime will be approved.

Employee Orientation

As a new employee, you will be required to attend an Orientation Program. During this program, you will receive an employee handbook and be advised of personnel rules and regulations and District policies.

Employee Suggestions

You are encouraged to make suggestions, which increase efficiency, cut costs, promote effective communications, improve service, public relations, working conditions, or safety. Suggestions should be openly discussed with an employee's supervisor.

Job Descriptions and Pay

A general job description for your job classification is on file and should have been presented during your interview process. Likewise, if changes are made once hired an updated job description will be provided to you.

This is a summary of the general responsibilities assigned to a specific position, a brief explanation of typical duties, and the required qualifications of training, experience, and education that an individual must have to perform the work. Please remember that you will be asked to perform duties that are not specifically written in your job description. The rapid change of job requirements makes this a necessity. Also, you will be asked to perform other duties as assigned and will be asked to perform duties of other employees during periods of vacation, illness and other work periods.

Employee will be paid bi-weekly an agreed upon salary/hourly wage. The District's preferred payroll method is through Direct Deposit. All employees will be asked to submit the necessary paperwork during orientation.

Chain of Command Procedures

The District is committed to extending an open door to employees through a Chain of Command. Employees are encouraged to discuss problems, needs, or requests with those in supervisory positions.

This procedure provides that every employee regardless of position will have the opportunity to address and hopefully resolve any issues, concerns, or problems that may arise in connection with his or her employment. If problems arise on the job, you should follow the chain of command as outlined below to address your problems.

STEP 1 When a problem or question arises, you should first see your immediate supervisor.

STEP 2 If the problem is not resolved or you do not feel comfortable speaking with your supervisor, talk with the Section Manager.

STEP 3 If you are still not satisfied, you may speak with the Fire Chief.

The District is committed to our open door philosophy, and encourages you to take advantage of it without fear of penalty or retaliation.

EMPLOYEE BENEFITS

Employee Classifications

Employees are classified as follows:

Regular Full-Time - An employee who has satisfactorily completed the required probationary period and is regularly scheduled to work a typical 40-hour work week, or those regularly scheduled to work a 24/48-hour shift schedule.

Probationary Full-Time - An employee who is employed by the District and is working through the probationary period as defined below.

Part-Time - An employee who is regularly scheduled to work less than 29 hours per week. No benefits are implied, accrued, or earned with part-time positions.

Temporary - An employee who is hired to do a specific job for a specified period of time. No benefits are implied, accrued, or earned with temporary positions.

If a temporary or part-time employee becomes a regular full-time employee, benefit accrual will commence, and a new probationary period must be satisfactorily completed.

Probationary Period

Your first six months of employment is considered a probationary period. During this period your performance on the job, the quality of your work, your attendance, behavior and other factors will be closely observed and evaluated by your supervisor. Probationary employees will be evaluated weekly and before the conclusion of the six-month period a determination will be made as to continued employment.

If an employee cannot meet the District's expectations at any time during the probationary period, the employee may be released from employment. At the District's discretion, the probationary period may be extended to allow for additional review and for additional improvement to take place. An employee who resigns or is dismissed while in the probationary period will not be paid for any accumulated or accrued sick or vacation leave.

Employees who have completed the probationary period remain employees at will.

Promotion/Transfer Probationary Period

A Regular Classified Staff employee who is promoted or transferred will serve a six (6) month probationary period in the new position from the date of the promotion/transfer. In the event the employee does not meet job requirements and/or performance standards during the promotion/transfer probationary period, the supervisor may issue a Performance Improvement Plan as early in the probationary period as possible that contains the following:

1. Specific nature of the problem(s), including specific examples.
2. Corrective action(s) required, including the specific and reasonable standards related to the problem(s).

Failure to remedy the performance behaviors identified in the Performance Improvement Plan may result in extended probation, reassignment, demotion, or termination of employment, on or before the end of the

promotion/transfer probationary period.

Physicals

Annual Physicals:

High-Risk (Certified FF) employees shall complete the District prescribed annual physical which will be administered by the District chosen vendor at no cost to the employee.

Civilian Employees shall be offered the District chosen vendor physical at no cost to the employee.

Vacation

Probationary Full-Time and Regular Full-Time employees are entitled to paid vacation, which begins accruing upon commencement of employment on the following basis:

| Year of service | Shift Employees | 40 Hour Employees |
|-----------------|-----------------|--------------------|
| Initial | 12 hours | 8 hours per month |
| Over 5 years | 19 hours | 10 hours per month |
| Over 10 years | 22 hours | 14 hours per month |
| Over 15 years | 24 hours | 16 hours per month |

Vacation is earned upon the employee's six-month anniversary date and successful completion of the Probationary period, and cannot be used before that time. Vacation time must be accrued before taken.

Requests for vacation time off require prior approval. Vacation leave requests shall be submitted to your immediate supervisor for approval in advance to match the length of time requested.

Monthly accrual rate changes will become effective on the employees anniversary date.

Unused vacation time will roll over from one year to the next.

Once an employee has announced their intent to permanently separate they may elect to take continuous vacation time (not to exceed two weeks) prior to their retirement date. One may not complete their term of employment on vacation. Each of the above can be modified at the discretion of the Fire Chief.

The District encourages its employees to take a vacation each year. All employees need and deserve a vacation away from work for rest and recuperation. Getting away from the day-to-day responsibilities of your job should allow you to return to work a more relaxed and a more productive employee.

Employees are not permitted to work their vacation for pay or to receive pay in lieu of taking their vacation.

Routine vacations shall not exceed two weeks at any one time. A request can be made for an extension subject to approval of the Fire Chief.

If a holiday falls during your scheduled vacation, your attendance will be recorded as a Holiday not Vacation.

If an employee voluntarily decides to leave the District after one year of service; provided they give two weeks' notice or if separation is involuntary for reasons other than misconduct, any earned, but unused vacation time will be paid up to the cap of 500 hours. All other accrued time is forfeited.

Probationary employees whose employment is severed during their probationary period will not be paid for accumulated vacation time.

Personal Days

Regular full-time employees will be credited personal days on October 1st. Personal days cannot be accumulated year to year and are not payable at separation. Time must be taken in one hour increments.

Personal Days for Non-Exempt 40 Hour Employees

| Annual Accrual | Hours Conversion |
|-----------------|------------------|
| 3 days per year | 24 hours |

Personal Days for Exempt 40 Hour Employees

| Annual Accrual | Hours Conversion |
|-----------------|------------------|
| 5 days per year | 40 hours |

Personal Days Scheduled for 24 hour on / 48 hour off Shift Employees

| Six Week Reoccurring Annual Accrual | Hours Conversion |
|-------------------------------------|------------------|
| 8 to 9 days per year | 192 to 216 hours |

Sick Leave

Probationary Full-Time and Regular Full-Time employees are entitled to paid sick leave, which begins accruing upon commencement of employment on the following basis:

40 Hour Employee accrue at 10 hours per month.

Shift Employees accrue at 12 hours per month.

Sick Leave is earned upon the employee's six month anniversary date and cannot be used before that time.

The use of sick time is recorded in attendance as non-productive time, and will not count toward as employees 40-hour threshold for overtime.

Unused sick leave will continue to accumulate each year unless the employee elects to receive pay in-lieu of time off. This election must be made each September by filling out a sick time pay-out form. All employees must maintain a minimum of 80 hours in the sick bank before receiving payouts. The maximum accrued sick hours an employee can be paid out annually is 240 hours.

Upon severing employment with the District, the employee shall be entitled to payment for no more than 320 hours. An employee whose employment is severed for disciplinary action will not be paid for accumulated sick time.

Holidays

The District recognizes thirteen paid holidays:

| | |
|-----------------------------------|---------------------------|
| New Year's Day | Thanksgiving Day |
| Martin Luther King's Day | Friday after Thanksgiving |
| President's Day | Christmas Eve |
| Columbus Day | Christmas Day |
| Memorial Day | New Year's Eve |
| Independence Day (Fourth of July) | |
| Labor Day | |
| Veteran's Day | |

Employees are entitled to recognize holidays with pay except as outlined below. An employee must work or be in pay status before and after the holiday to be eligible for the holiday off with pay. Employees on leave without pay, or on unpaid leave of absence, will not be credited for the holiday or receive any compensation for said holiday. Terminating employees must work a regularly scheduled workday immediately following the holiday to receive pay for said holiday.

Shift Battalions will be paid three, four-hour Blocks (12 hours) of pay for each Holiday worked.

~~Employees working a four, 10-hour day schedule shall temporarily transition to a five, 8-hour work day schedule for weeks including District recognized county.~~

If a Holiday falls on a weekend, it will be declared on either side of the weekend at the discretion of the Fire Chief.

Bereavement Leave

In the unfortunate event, when an employee is faced with the death of an immediate family member as defined below, an employee may be given up to 48 hours of Bereavement Leave, schedule to be arranged by the employees immediate supervisor. Bereavement leave is a separate leave account and is not charged against any other leave. Immediate family is defined as spouse, significant other, domestic partner, mother, father, mother-in-law or father-in-law, brother, sister, brother-in-law or sister-in-law, children, foster children, step-children, grandchildren, grandparents of employee or spouse. At the discretion of the Fire Chief, consideration of extended family relations may be approved in part or whole. It is expected that Bereavement Leave will be taken within 30 days unless approved by the Fire Chief.

Call Back

When an non-exempt employee is ordered back to work beyond the employee's scheduled hours of work the employee shall be credited for actual time worked or a minimum of two (2) hours, whichever is greater.

Jury Duty

All employees are entitled to leave if called for jury duty or work related subpoena to appear as a witness. If you are called to serve, please notify your Supervisor immediately. You will be asked to provide a copy of the jury duty notification or witness subpoena. Any fees paid by the court must be submitted to the District. Employees will receive regular pay while serving on a jury or appearing for the work related subpoena.

Employees who appear as a witness, plaintiff, or defendant due to a personal legal proceeding, must use accrued leave for any such absence from work. If accrued leave is not available, the employee may use leave without pay.

Educational Opportunities

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The District highly values education and recognizes it as a means to promote professionalism within the District and to give the fire service the status and recognition it rightly deserves within our community. Employees must announce their intent to attend college/university courses during the annual budget process, requests not identified during the annual budgeting process may be approved at the discretion of the Fire Chief.

The employer agrees to reimburse the cost of tuition, books, and fees for attendance to an accredited public or private college or university for all courses related to Under Graduate, Graduate, or Doctoral degree in the fields of management, business, finance, human resources, or other fields pre-approved by the Fire Chief. Coursework must be passed with a letter grade of "C" or better to be eligible for reimbursement. The maximum annual reimbursement amount is \$5,000.00 per budget cycle.

Employees will be required to reimburse the District for tuition, books and fees if the employee separates within one year of completing coursework.

Probationary employees may not participate in the education reimbursement program.

The District may grant paid administrative leave during normal work hours, not to exceed four hours per week, for the purpose of participating in pre-approved college education. Additional education scheduled during normal work hours must be pre-approved by the Fire Chief, and may require the use of accrued vacation or personal time for class attendance.

All Classes must have approval prior to registering to be eligible for reimbursement, utilizing District policies.

Employees may be granted Educational Leave for attendance at professional seminars, conferences, or other such business meetings which may contribute to increasing the employee's effectiveness and knowledge. All such opportunities must have approval prior to registering complying with the District Policy.

Educational Incentives

Eligibility shall be based on the employee job description. If the certification is a job requirement the employee is not eligible for this incentive pay. All incentives are listed as annual amounts. Eligible incentives are included on the employee's bi-weekly paycheck.

The District offers the following educational incentives. All degrees are in their own category.

All:

| | |
|------------------|--|
| Associate Degree | \$1500 Maximum Includes State Supplement |
| Bachelor Degree | \$2500 Maximum Includes State Supplement |
| Master Degree | \$3000 Maximum Includes State Supplement |

College degrees incentive paid for the highest degree only.

All member certifications.

| | |
|----------------------------|-------|
| EFO/National Fire Academy | \$520 |
| CFO Certified Fire Officer | \$520 |
| FO Fire Officer | \$260 |

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| | |
|--------------------------------|-------|
| FM Fire Marshal | \$260 |
| CEMSO Chief EMS Officer | \$260 |
| CTO Chief Training Officer | \$260 |
| CPM Certified Public Manager | \$520 |
| CDM Certified District Manager | \$520 |

Each is added to the other for a maximum of \$2000.

Certified Firefighter Only:

| | |
|---|---------|
| Fire Investigator (I or II) Only one Paid | \$520 |
| Public Safety Life Educator | \$390 |
| Fire Officer (I or II or III or IV) Only one Paid | \$520 |
| Fire Instructor (I or II or III) Only one Paid | \$520 |
| Live Burn Instructor (I or II) Only one Paid | \$520 |
| Live Fire Adjunct (Until Live Burn Instructor) | \$390 |
| Safety Officer | \$390 |
| Paramedic Certification | \$5,200 |
| ALS Program | \$1,560 |
| Specialty Team (per team) | \$500 |

Each is added to the other for a maximum of \$8,000.

Administrative Employees Only:

| | |
|--------------------------------------|-------|
| Accounting Technology Certificate | \$625 |
| Business Administration & Management | \$600 |
| Business Operations | \$450 |
| Emergency Management | \$600 |
| Certified Public Manager® program | \$600 |
| Certificate Accounting Applications | \$750 |
| Programming Specialist | \$450 |
| Information Management (network) | \$600 |
| Web-development Specialist | \$900 |
| A+ Certification | \$600 |
| Network + Certification | \$450 |
| Certified Netware Administrator | \$600 |
| Human Resource Management | \$450 |
| SHRM - Certified Professional | \$600 |
| SHRM- Senior Certified Professional | \$450 |

Accredited College Certification or others as determined by the Fire Chief are at \$25 per credit hour.

All courses must be completed with a Certificate.

Each is added to the other for a maximum of \$3000.

Fleet Mechanics Only:

| | |
|--|------|
| F-1 Inspect, Test, Maintain Fire Apparatus | \$75 |
| F-2 Design and Performance Fire Apparatus | \$75 |
| F-3 Fire Pumps and Accessories | \$75 |
| F-4 Fire Apparatus Electrical Systems | \$75 |
| F-5 Aerial Fire Apparatus | \$75 |
| F-6 Allison Automatic Transmissions | \$75 |

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| | |
|--|---------|
| FA-4 Advanced Electrical | \$75 |
| F-7 Foam Systems | \$75 |
| F-8 Hydraulic Systems | \$75 |
| ASE Automotive Master | \$400 |
| ASE Truck Master | \$400 |
| EVT Level I (Drop off F-1 and F-2) | \$450 |
| EVT Level II (Drop off F-3 and F-4 and Level I) | \$750 |
| EVT Master Tech Level III (Drop off F 5 and F-6 and Level II) | \$1,250 |

Each is added to the other except when dropped off for a maximum of \$3000

Facilities Personnel Only:

| | |
|--------------------------------|---------|
| Licensed General Contractor | \$1,000 |
| Licensed Electrical Contractor | \$350 |
| Licensed HVAC Contractor | \$350 |
| Licensed Plumber | \$350 |

Each is added to the other for a maximum of \$2,000.

Equipment Allowance

Regular Full-time Fleet mechanics and Maintenance Personnel shall receive a tool allowance of \$300 annually.

Family Medical Leave of Absence FMLA

Employees who have completed 12 months (which need not be consecutive) of employment and have worked at least 1250 hours in the 12 months preceding commencement of the leave, are entitled to a family and medical leave of absence in accordance with the Family and Medical Leave Act of 1993 (FMLA). Federal Law and District policy should be referenced if FMLA leave is needed.

Military Leave

VETERANS AFFAIRS

Military Affairs and Related Matters:

Employees shall be afforded all State and Federal protections such as those provided in the (a) Service members' Civil Relief Act (SCRA), Title 50, Appendix U.S.C. ss. 501 et seq., (b) the Uniformed Services Employment and Re-employment Rights Act (USERRA), Title 38 United States Code, Chapter 43, and (c) and Florida Statute 295, Laws Relating to Veterans.

Florida National Guard Leave:

An employee who is a member of the Florida National Guard shall be entitled to a leave of absence without loss of pay, time, benefits or any efficiency rating on the days the employee is engaged in active state duty for a named event, declared disaster, or operation under state law. A leave of absence with pay may not exceed 30 days for each emergency of disaster.

Military Reserve and National Guard Training:

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An employee who is a volunteer in the Florida National Guard or a reserve force of the United States (Army, Navy, Air Force, Marines) shall be entitled to a leave of absence without loss of pay, time, benefits or any efficiency rating to meet any and all obligations that are accompanied by orders or a clear requirement of the employee to fulfill service requirements.

The District and the affected employee's should take the time to review specific subject material in-depth to ensure all rights are preserved.

Group Insurance

Group Insurance is available to probationary and regular full-time employees without a waiting period. Group insurance benefits includes Medical, Dental and Vision.

An employee electing District offered group insurance benefits may have an employee contribution deducted from their bi-weekly paycheck as determined by the Board of Fire Commissioners.

New employees, may enroll up to 30 days after hire or must wait for the next open enrollment.

An Open Enrollment Window- allows you to make changes to your coverage each year.

Changes to your coverage are only allowed outside the open enrollment window if you have a qualified family status change as defined by the IRS. Some examples of family status changes are:

- Marriage or Divorce
- Change in Employment status
- Death of employee or dependent
- Birth or Adoption of Child
- Change in Hours Employed by you or your Spouse

Life insurance, short-term and long-term disability insurances are also benefits provided to all probationary and regular full-time employees. Life insurance is provided at the rate of one times salary up to \$75,000. Commissioner life insurance is \$50,000.

Insurance coverage ends on the last day of the month in which you sever employment. For example, if you resign October 10, your coverage ends October 31st at midnight.

Retirement/Social Security

As an employee of the District you are included in the Social Security System.

District employees hired before January 1, 1996 are members of the Florida Retirement System. This plan is operated and administered by the State of Florida. The District will pay the mandated state contribution percentage. Retirement benefits are defined by the State of Florida.

Full-time District employees hired between January 1, 1996 and November 4, 2014 will be on one of two retirement plans. If the employee is a certified Florida Firefighter and qualifies for High Risk retirement by job classification, the employee will be eligible for the Districts Firefighters 175 Pension Plan. Retirement benefits are defined by the plan document. Contribution levels are determined annual by the Plan.

Full-time employee not qualified for High Risk retirement hired between January 1, 1996 and November 4, 2014 will be eligible for a 401A Profit Sharing retirement plan; managed by an independent retirement

company. You will be given a copy of this plan as part of your orientation as well as contribution levels and requirements.

Full-time employees hired after November 4, 2014 will be enrolled in the Florida Retirement System (FRS), unless not eligible for enrollment as determined by FRS. If an employee is determined not eligible for enrollment into FRS the employee will be enrolled in the 401 A Profit sharing retirement.

Deferred Compensation

Employees are eligible to participate in a 457 Deferred Compensation plan. The plan is a tax deferred savings plan for retirement purposes available to employees upon employment. Eligible employees will be eligible for a matching contribution; general administrative employees \$25.00 per pay period & Command Staff \$50 per pay period to their 457 Deferred Compensation plan. This program is managed by an independent retirement professional.

Credit Union

District employees and their families are eligible to join the Sun Coast Schools Federal Credit Union.

Time Off To Vote

Employees are encouraged to vote before or after working hours. When the polls are open two hours before or two hours after the employee's regularly scheduled workday, it is considered sufficient time for voting. However, should an employee's work not allow sufficient time for voting, you will be allowed the necessary time off with pay for voting. Prior arrangements must be made with your supervisor.

Uniforms

Uniforms are provided for those employees who are required to wear uniforms. Uniform requirements vary among job classifications and will be explained during new hire orientation. Additionally, an employee may also refer to District policy for Uniform specifications.

Full time administrative employees, off probation, will be given a stipend in the amount of \$100 in January.

Employee Organizations

Employees are free to decide whether or not they wish to join an employee organization without fear of threat or penalty.

Liability

The Employer shall defend and hold harmless the employee for duties the employee may perform on behalf of the District to the extent that said duties are performed in the normal course of employment, within the scope of the employees training and in the manners prescribed for the performance of said duties. This hold harmless shall be extended beyond separation from the District providing the employee was acting within the scope of the employee's employment of the District at the time of employment.

Post-Employment Health Insurance

Regular full-time employees will be eligible for Post-Employment Health Insurance contributions per

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District Policy.

EMPLOYEE RESPONSIBILITIES

Rules of Conduct and Corrective Action

In order to provide a safe and productive work environment for our employees and to maintain order, the District has established high standards of performance and conduct. Employees are responsible for being familiar with all District Rules and Regulations, Policies, and Applicable Standard Operating Guidelines.

Failure to comply can result in disciplinary action to include counseling, written reprimands and warnings, disciplinary probation, suspension, demotion and termination.

Separation from Employment

The District hopes that your tenure with our District will be a happy and prosperous one. If you are unhappy with your present job for any reason, please talk to your supervisor and try to resolve the matter. The District does understand, however, that at certain times a change in jobs may be necessary.

In order to leave the District in "good standing", you must have given your supervisor written notice at least two weeks (14 days) in advance of your last work day, have demonstrated satisfactory or better performance, and returned all District property including uniforms, your district identification, keys, etc.

Failure to provide proper notice can affect your eligibility to receive payout for accrued time (vacation/sick) and could influence your chances for future reemployment with the District. Generally, employees who leave without proper notice or "not in good standing" are not eligible for rehire. Even though an employee may voluntarily terminate, the District retains the right to ask the employee to leave earlier than planned.

Tardiness and Absenteeism

You are expected to be at work and on time for your scheduled work day. If you cannot report to work as scheduled, you must call/text your immediate supervisor prior to the start of your work day.

You shall notify your Supervisor or designee within one hour of your designated start time each day of absence. Failure to provide this notice may cause denial of sick pay and result in disciplinary action. Illness or hospitalization of more than five consecutive days shall require a doctor's certificate stating the employee may return to work. A doctor's note may be required for each separate instance of absence, repeated absence or extended absences if due to illness.

Punctuality, being at your job on time and ready for work, is part of good attendance and critical to our ability to provide exceptional service. If you are going to be late for your scheduled work day, you must call/text in as soon as you know. Your call/text must include the reason you are running late and your expected time of arrival.

You can receive disciplinary action for unexcused absences and tardiness and for excessive tardiness and absenteeism, even though excused. Three unexcused days absent will result in immediate termination, as the District will assume you have voluntarily abandoned your job.

Your supervisor is the only person authorized to make schedule changes. Failure to return to work following expiration of an approved leave of absence will result in your termination of employment.

Telephone Use, Mail and District-issued Equipment

Use of the District's telephone lines should be confined to business phone calls and limited personal use. Placing personal long-distant calls is strictly prohibited from District telephone lines and District owned cellular devices.

In order to avoid adding to the increasing volume of mail, employees should not use the District's address for receiving personal mail. District stationary shall not be used for personal correspondence. To do so could reflect an official District communication.

District-issued property (phones/pagers/radios/computers, etc.) are the responsibility of the employees to which they are issued. They must be kept in the employee's possession at all times. Employees will be held accountable for lost, stolen or damaged issued property including any insurance deductible that the District would have to pay.

Violation of the above policies is considered misappropriation of District funds and misuse of District property and is grounds for disciplinary action.

Political Activity

District employee shall not personally take part in any political campaigns or other political activities during working hours.

Computer Use

E-mail and Internet access are provided to enhance District business communication and productivity. The use of these systems should be confined to business or work related communications. Employees utilizing District E-mail, voice mail, telephones and computers should have no expectation of privacy. The District reserves the right to monitor the use of these communications at any time. Communications that contain sexually or racially offensive comments, jokes or slurs and/or disparagement of co-workers or subordinates are expressly prohibited and shall be grounds for disciplinary action.

Fax machines, copiers, computer software and hardware, cell phones etc. are provided for the express purpose of conducting business for our District. Personal use and benefit should be limited.

Professionalism

When representing the District, you are expected to conduct yourself in a professional manner at all times. Professional conduct includes exhibiting a friendly, cooperative and team oriented attitude toward co-workers, management and all residents/visitors.

Breaks and Meal Periods

Breaks may be taken as business permits. One-hour meal breaks are granted with 30 minutes of the

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break taken off the clock. A minimum of a 30 minute lunch break is mandatory. All employees will be scheduled a lunch break. Meal breaks may be taken on-site or off District premises.

Cash Handling

Employees who are assigned cash handling responsibilities as a part of their job are required to follow proper procedures as outlined by their supervisor. Failure to follow proper procedure for handling checks, credit cards and cash shall result in disciplinary action up to and including termination. Failure to maintain accurate, proper, and timely accountability and control of deposits will also result in disciplinary action. Altering paperwork, or in any way falsifying District records can result in immediate termination. Using District money for personal reasons is strictly prohibited and would be considered misappropriation of District funds.

COMPENSATION

Payroll Information

Employees are paid by-weekly (every two weeks), on every other Thursday. There are 26 paydays per year. Payroll payments will be made via Direct Deposit, an enrollment form will be provided at hiring.

Paychecks cover the two week work period which ended the previous Monday at 8:00 a.m.

Deduction for Federal Withholding Income Tax and Social Security (F.I.C.A.) are required by law. You may also wish to authorize other deductions from your paychecks such as;

- Deferred Compensation
- Voluntary Life Insurance
- Voluntary AFLAC coverage

You may change your tax withholding deductions and banking institution information any time by completing a new W4 form or Direct Deposit form and submitting it to Human Resources.

Work Schedule

All 40-hour Administrative, Fleet, Logistics, and Fire and Life Safety personnel shall routinely work a five-day, Monday through Friday, eight-hour work day. The hours for all employees shall be from 8:00 AM to 4:30 PM. Shift personnel shall work 24 hours on and 48 hours off shift schedule. Workday modifications to this schedule shall be approved by the Fire Chief.

A compressed work schedule may be implemented by Section Managers with approval of the Fire Chief.

Overtime

Your supervisor may require you to work overtime, or on your days off, in order to meet special situations, emergencies, or demands. As a District employee serving the public, you are expected to work the extra hours. Mandatory Overtime will not be unreasonably imposed.

Overtime will not be accrued for attendance at seminars, conferences, school, etc. However, if an employee is scheduled to work during his/her attendance at one of the above, attendance will reflect the employee off on Department Leave or Educational Leave and be counted as productive work hours/time.

Employees are eligible for overtime pay in accordance with the Federal Fair Labor Standards Act.

Employees in Office, Trades and Clerical positions are usually assigned as non-exempt; therefore are eligible for overtime once the forty hour productive threshold is met. Overtime will be paid at time and a half based on the employee's normal rate of pay. All overtime must be preapproved by a supervisor.

De minimis after-hours work, generally less than 10 minutes, is not compensatory; however, work performed outside of assigned work hours is viewed collectively and not on a per-email/text/call or per-incident basis, therefore an employee who collectively works more than 10 minutes needs to have supervisor approval and submit the appropriate overtime request form. A violation of the overtime reporting procedure will result in disciplinary action.

FLSA Overtime Exempt Employees include positions of the management team with supervisory, managerial and disciplinary responsibilities; such as Chief Officers and Directors. Employees in this classification are not eligible for overtime. Exception: Command staff/management who are activated during a declared civil emergency will be eligible for compensation, in accordance with District policy.

Exempt Shift Personnel: Excess assigned shift hours shall be compensated at a rate of \$150 per completed four-hour block.

Emergency Duty Assignments

If Civil Emergency conditions are declared by the Fire Chief, employees shall be assigned as necessary to duties to fulfill the mission of the District. Civil Emergencies include, but are not limited to; riots, civil disorders, floods, hurricanes, tornados, or similar catastrophes.

SAFETY AND SECURITY

Safety Practices

The management of the District is dedicated to providing and maintaining a safe environment for all employees and residents/visitors. It is the District's hope and desire that no one will sustain any injury or loss as a result of employment. The best way to ensure safety is through our constant awareness. The District relies on all of our employees to be safety conscience while on the job. The following guidelines should help you in this role:

- Be aware of the safest manner in which to perform your job.
- In an emergency situation, remain calm and relay any information in a calm and rational manner.
- Report any violations of policies and procedures to your supervisor.
- Observe all established fire, safety, civil defense rules and common safety practices.
- Do not take any actions that could contribute to unsanitary or unsafe conditions such as horseplay.
- Cooperate with any and all District investigations.
- Know the location of fire extinguishers and exits.
- Follow proper lifting techniques.
- Do not block access to exits or emergency equipment.
- Aisles and walkways must be kept clear and materials properly stacked and stored safely.

- Any serious situations should be reported to your immediate Supervisor.
- Become familiar with department-specific safety rules and regulations.
- Report any safety hazard.

Workers' Compensation and Accident Reporting

Workers' compensation benefits are provided in accordance with Florida law and District policy to protect an employee in the event of a work-related injury or illness resulting in medical care and/or loss of work time. Coverage begins immediately upon hire and is paid for by the District.

Under this insurance, medical expenses in connection with a work-related injury or illness will be paid according to the State fee schedule. Benefits covering lost wages will be paid by our insurance company according to State law and require certain minimums and waiting periods before any payment is made.

Accidents that occur on the job must be reported to your supervisor immediately regardless of severity. Only Workers' Compensation-approved doctors are authorized to provide treatment and determine the need for time-off. It is a felony to claim a false injury on the job. All accident reports are fully investigated and fraudulent claims are prosecuted. Any questions regarding Workers' Compensation should be referred to the Human Resource Specialist.

If an employee is off work for seven (7) or less days, due to an on the job injury that is covered under Worker's Compensation, the employee will receive a regular paycheck. If the employee is off more than seven (7) days, the employee will continue to receive a regular pay check from the District. Additionally Disability checks from the Worker's Compensation carrier will also start to be received by the employee at their residence, this check is to be submitted to the Human Resource Specialist within 5 business days.

Emergencies

In any District or employee emergency including robbery, bomb threat, power failures, injury/accidents, fire, etc. it is important to remain calm, protect against physical harm and notify management as quickly and calmly as possible. Employees should never put themselves in danger to protect property.

Tobacco Free Workplace

This is a Tobacco Free Workplace in accordance with District Policy.

Drug and Alcohol-Free Workplace

The District has made a strong commitment to its employees to provide a safe workplace and to promote employee health. Our goal is to maintain a work environment that is free from the adverse effects of drugs and alcohol.

It is the policy of our District that the possession, use, consumption, sale, purchase, distribution, dispensation or manufacture by any employee of alcohol or any illegal drugs or illegally obtained drugs in the workplace, on District premises or within its facilities, in the conduct of District-related work off District premises, or when operating District vehicles on or off duty, is strictly prohibited. The foregoing prohibitions apply at all times during the workday, including mealtimes and break periods.

Nor will the District permit any employee to report to work or to perform his or her duties with the presence of illegal or illegally obtained drugs or alcohol, in his or her body, or while impaired or under the influence of any illegal drug and/or alcohol. The District also does not permit any employee to report to work or to perform his or her duties while taking prescription or non-prescription medication, which in fact is adversely affecting the person's ability to safely, and effectively perform his or her job functions.

An employee for whom a licensed physician or dentist prescribes a controlled substance must advise the supervisor immediately in order that an evaluation can be made on the impact, if any, on the safe and efficient operation of the District. Employees are required to notify a supervisor in such instances, but need not disclose the medication being used or the medical condition involved. Failure to adhere to these policies will result in disciplinary action up to and including immediate termination.

Employees may be required to submit to drug or alcohol testing at the discretion of management under certain circumstances.

A comprehensive Drug-Free Workplace Policy has been adopted by the District.

Workplace Violence

It is the shared obligation of management, employees, law enforcement agencies, and employee organizations to individually and jointly act to prevent or defuse actual or implied violent behavior at work. Additionally, GNFD will provide a coordinated effort to manage critical workplace violence incidents. This includes but is not limited to a quick and thorough investigation and response to reports or incidents of threats, attempts, or actions of violence against an employee that were carried out or believed to have been carried out in the workplace by an employee against another employee or citizen.

Violence, attempted violence or the threat of violence by any employee against another GNFD employee or citizen during working hours is unacceptable. Any such action may subject the employee to possible criminal charges by the victim through the appropriate law enforcement agency. Additionally, any employee who is involved in such activity will be subject to serious disciplinary action up to and including termination. The District intends to fully cooperate with law enforcement personnel to assist in the prosecution of any person in or outside the organization who commits violent acts against an employee in the workplace or during working hours.

The possession, use, or threat of use of a weapon, including firearms is not permitted in/on GNFD property, or in a GNFD owned vehicle. Exception: employee rights signed into law under the "Preservation and Protection of the Right to Keep and Bear Arms in Motor Vehicles Act of 2008"; creating s.790.251, F.S.; effective July 1, 2008; Florida employees who possess a valid concealed weapons permits have the right to store firearms in their privately-owned locked vehicles in employer-owned parking lots.

A comprehensive Violence in the Workplace SOG has been adopted by the District.

Communications Connectivity

All employees shall maintain, at their own expense, a working phone and current contact number/information with the District for communication and automated recall purposes. The District may leave a voice message when communicating messages to employees.

All employees shall maintain a current mailing address and residence address with the District.

Administrative employees assigned by the Fire Chief to use their personal cell phone may receive a monthly communications reimbursement in the amount of \$50.00.

Adopted by BOFC ~~Dec-12, 2017~~

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Command Staff assigned by the Fire Chief to use their personal communications and connectivity devices will receive a monthly connectivity reimbursement in the amount of \$75.00.

This payment shall not be deemed part of the employee's regular compensation and will not be pensionable. The District may issue a District cell phone in lieu of the monthly business expense reimbursement.

ACKNOWLEDGMENT OF RECEIPT OF EMPLOYMENT HANDBOOK

I have received and agree to read my copy of the employee handbook. In addition, I acknowledge my duty to read and familiarize myself with District Policies, Procedures and Guidelines.

I understand that the policies and procedures contained in the handbook constitute management and employee guidelines only and are not to be interpreted as a contract of employment between the District and any of its employees. I further understand that the District reserves the right to change, modify, delete, suspend or discontinue any part or parts of the policies in the manual at any time without prior notice. I understand this replaces all previous employee handbooks.

I understand that this handbook is merely a guideline and a statement of the privileges, benefits, and conditions of employment for employees. This handbook is not all-inclusive.

I understand that changes to this handbook may be announced and distributed for inclusion in the manual, and it is my obligation to keep my personal copy of the handbook current.

I acknowledge that my employment relationship is at will and I am free to terminate the employment relationship at any time for any reason and that the District retains the same right.

I agree to abide by the rules, regulations and standards of conduct of the District and I know that failing to do so could result in disciplinary action not to exclude termination.

Employee Signature

Date

Print Name



**GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS
Action Item Worksheet**

NEW BUSINESS

Agenda Item: III. D.
Subject: Department of Homeland Security Safer Grant
Meeting Date: March 13, 2018
Prepared By: Wayne J Martin, Deputy Director

Background

The Greater Naples Fire Rescue District would like to apply for a Department Homeland Security (DHS) Safer Grant. Its purpose is to provide personnel for staffing purposes.

The application window is March 26, 2018 to April 27, 2018. The award date is scheduled for July 1, 2018. If awarded the District would have 180 days for implementation and provide adequate time for the District to include funding in the 2018-2019 budget this new staffing.

Funding Source/ Financial Impact

The funding source will be the General Fund.

The DHS Safer Grant will provide for a 75 % match for years one and two. In year three DHS will provide a 35 % funding match. Therefore in year one and two the District would be responsible for a 25% match, in year three the District will provide a 65% match.

Example: Fourteen staff for two squads is approximately \$1,400,000 per year. DOH would provide in year one and two \$1,100,000. The District portion would be \$300,000. In year three DOH contribution would be \$385,000. The District portion would be \$715,000.

The staff will look into projected funding in fiscal year 2018-2019. If awarded Staff will bring back to the Board a final recommendation for potential acceptance of the grant.

Recommendation

Staff recommends pursuing the DOH Safer Grant for the purposes of securing staff for two additional squads in Fiscal Year 2018-2019.

Potential Motion

I, move to proceed with staff applying for the Department of Homeland Security Safer Grant.

A handwritten signature in blue ink, appearing to read "Wayne J. Martin", is written over a horizontal line.



**GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS
Action Item Worksheet**

NEW BUSINESS

Agenda Item: III. E.
Subject: 2018 Florida Forest Service Operating Plan
Meeting Date: March 13, 2018
Prepared By: Kingman Schuldt, Fire Chief

Background

The purpose of this plan is to outline and clarify operating procedures between the Florida Forest Service and participating agencies. This plan is based on the mutual aid concept, which has already been in place countywide for some time.

This plan is renewed annually with all fire rescue agencies countywide.

Funding Source/Financial Impact

Each agency will support its own financial commitment to an incident.

Recommendation

Authorize the Fire Chief to approve the 2018 Operating Plan between the Florida Forest Service and Collier County fire rescue agencies.

Potential Motion

I move to authorize the Fire Chief to approve the 2018 Operating Plan between the Florida Forest Service and Collier County fire rescue agencies.

Kingman Schuldt

Fire Chief Review

OPERATING PLAN BETWEEN FLORIDA FOREST SERVICE AND COLLIER COUNTY FIRE DEPARTMENTS / DISTRICTS 2018

PURPOSE

The purpose of this plan is to outline and clarify operating procedures between the Florida Forest Service and the participating agencies. These agencies include: City of Naples Fire Department, North Collier Fire Control and Rescue District, Greater Naples Fire Rescue District, Ochopee Fire Control and Rescue District, City of Marco Island Fire-Rescue Department, and Immokalee Fire Control District. The plan is based on the mutual aid concept, which has already been in place in the county for some time.

This plan is a written document that will outline policy and procedures, as well as response zones / capabilities of the individual agencies. The cooperation and coordination policies between individual agencies will also be discussed.

EXISTING AGREEMENT

As a Cooperative Agreement between Collier County and the Department of Agriculture and Consumer Services, this agreement provides for the Florida Forest Service's (F.F.S.) protection of 323,123 acres of forest and wildland in Collier County.

Mutual aid agreements for loaned equipment are in existence with: Ochopee Fire Control and Rescue District (merging with Greater Naples); City of Marco Island Fire-Rescue Department; North Collier Fire Control and Rescue District; Immokalee Fire Control District; and Greater Naples Fire Rescue District.

The term fire department and district will be used hereafter to refer to all of the departments/districts that are a part of this operating plan.

MUTUAL AID ZONES

The Florida Forest Service as well as the individual Fire Departments/Districts, will respond to any mutual aid request in any part of Collier County, provided equipment and manpower are available.

The 911 system is in place and the individual Fire Department/District will be dispatched, through Collier Control dispatch centers, as first response units.

Control will notify the Caloosahatchee Forestry Center Office as soon as a Fire Department/District crew is dispatched to a wildland fire. Upon confirmation of a wildland fire a Florida Forest Service unit will be dispatched.

The FFS will notify Control and Fire Departments / Districts when fire danger is critical.

Along local roads, county highways or other major roadways, the Fire Departments and the F.F.S. will provide all mutual assistance necessary to do 100 % mop-up where the highways are prone to fog, smoke related accidents, or fires that require large amounts of water.

BURNING AUTHORIZATIONS

The Florida Forest Service is responsible for the enforcement of Chapter 590, Florida Statutes. An inter-governmental agreement between the F.F.S and Department of Environmental Protection (D.E.P.) has delegated a portion of the D.E.P rule enforcement to the F.F.S. to include Chapter 62-256 Open Burning and Frost Protection fires. F.F.S has adopted Chapter 5I-2 Rural Open Burning.

The Florida Forest Service is exclusively responsible for the issuance, enforcement, and administration of burn authorizations for all agricultural, silvicultural, and land clearing operations in Collier County. F.F.S. will handle complaints and enforcement of open burning laws and rules related to this type of burning. F.F.S. will provide Collier Control a daily listing of such authorizations by section, township, and range.

The Florida Forest Service will work to coordinate authorized open burning with each respective department/district, and all agencies/entities will utilize, at a minimum, the setbacks for open burning as set forth in F.S.590, F.A.C. Rule 5I-2, and Rule 62-256. Inspections by departments/districts should enhance their jurisdictional authority for fire prevention, safety, and landowner interaction under their authority through the Florida Fire Prevention Code.

The following departments conduct inspections of burn sites and issue permits within their respective districts, in addition to the authorization required by the F.F.S for non-agricultural and/or silvicultural burning.

Immokalee Fire Control District

North Collier Fire Control and Rescue District

The following departments do not inspect burn sites, but burners are required to notify the department after obtaining authorization from the F.F.S. prior to beginning the burn.

Greater Naples Fire Rescue District

The Florida Forest Service shall retain concurrent jurisdiction to assist Fire Departments/Districts or to intercede in any manner, including revision or cancellation of any authorization or delegation, if the F.F.S. deems that the Fire Department/District is not performing its obligations. Complaints and enforcement will be handled mutually by F.F.S. and representative Fire Department/District.

INCIDENT REPORT

Each agency currently completes an incident report for each incident response. A copy of this incident report is available to any cooperating agency upon request.

FIRE CAUSE INVESTIGATION

A preliminary fire cause investigation is to be done by the initial attack crew, either Fire Department or F.F.S. If evidence is obtained sufficient enough for possible criminal prosecution, the responding agency will notify an appropriate Law Enforcement Agency. The Florida Forest Service will provide Fire Department personnel training in wildland fire cause and origin investigation.

The local Arson Task Force will be kept updated on all suspicious or arson fires; and may be called on for assistance.

FIRE PREVENTION

The Florida Forest Service will maintain a Fire Prevention Committee and have solicited members from cooperating fire departments. The committee will keep an updated annual Fire Prevention Plan.

The Collier County Arson Task Force is also involved in Fire Prevention and may be utilized when necessary.

Wildland Fuel Management

The Florida Forest Service, cooperating Fire Departments and cooperating Local, State and Federal agencies may conduct hazard reduction burns or mechanical vegetation treatments in high hazard wildland/interface areas to reduce fuel loading. Cooperating agencies will supply manpower and equipment necessary to successfully complete the burning and/or mechanical treatment as available. Areas of high fire occurrence or problem wildfire behavior will also be prescribed burned or mechanically treated to reduce the frequency of large fires.

Florida Forest Service updates an annual mitigation action plan that describes wildland fire risk for specified areas, and the method(s) to reduce wildland fire risk in at risk communities and areas. Florida Forest Service works with each fire department to address specific fuel concerns within their jurisdiction as funding and equipment allows.

TRAINING

The Florida Forest Service will develop an annual training plan. Many of the training courses sponsored by the F.F.S. are made available to local Fire Departments.

The Florida Forest Service and local Fire Departments cooperate with Emergency Management to develop and maintain a local Incident Command System (ICS) Team. This team has periodic training and additional personnel from cooperating agencies that will be trained in all command positions to facilitate emergency response and coordination.

COMMUNICATIONS

As an entity on this operational plan, the Florida Forest Service – Caloosahatchee Forestry Center is providing the ability for cooperators to use of our radio frequencies as indicated in the communication plan that is detailed in the table that follows in this section. This authorization is applicable only during mutual control burn activities, statewide emergency and coordinated NIMS events and when life and limb are in danger or other safety concerns are experienced by members of your agency during their field duties.

The rules and policy of the Federal Communications Commission and Florida Forest Service must be strictly observed when operating on these frequencies. The Florida Forest Service reserves the right to amend or cancel this authorization at any time with written notification to your agency.

Florida Forest Service Channel Plan for Cooperators

| Channel | Description | RX | RX tone | TX | TX tone | BW |
|----------------|---------------------|-----------|----------------|-----------|----------------|-----------|
| 1 | Mobile to Mobile | 159.3150 | 156.7 | 159.315 | 156.7 | N |
| 3 | Tactical 3 | 151.2350 | csq | 151.235 | 156.7 | N |
| 4 | Tactical 4 | 151.2950 | csq | 151.295 | 156.7 | N |
| 5 | SE Compact | 151.2950 | csq | 151.2950 | 156.7 | N |
| 6 | Alpha Repeater | 151.2350 | csq | 159.2850 | 156.7 | N |
| 7 | Bravo Repeater | 151.2950 | csq | 159.3750 | 156.7 | N |
| 170 | Lee North | 159.4500 | 141.3 | 151.4225 | 141.3 | N |
| 171 | Hendry South | 159.4500 | 141.3 | 151.4225 | 162.2 | N |
| 172 | Collier | 159.4500 | 141.3 | 151.4225 | 179.9 | N |
| 173 | Lee South | 159.4500 | 141.3 | 151.4225 | 192.8 | N |
| 174 | Hendry North | 159.4500 | 141.3 | 151.4225 | 225.7 | N |
| 190 | Tactical channel | 151.2725 | csq | 151.2725 | csq | N |
| 191 | Tactical channel | 151.2875 | csq | 151.2875 | csq | N |
| 192 | Tactical channel | 159.2475 | csq | 159.2475 | csq | N |
| 193 | Tactical channel | 159.2925 | csq | 159.2925 | csq | N |
| 201 | VFIRE22 (Red Ch.) | 154.2650 | csq | 154.2650 | 156.7 | N |
| 202 | VFIRE21 (White Ch.) | 154.2800 | csq | 154.2800 | 156.7 | N |
| 203 | VFIRE23 (Blue Ch.) | 154.2950 | csq | 154.2950 | 156.7 | N |

All of the cooperating Fire agencies are encouraged to use the VFire 22, VFire 21, and VFire 23 tactical channels (formerly red, white, and blue) for incidents that require communication between F.F.S and any cooperators. F. F. S. has provided hand-held radio units to cooperating fire agencies on request based on the availability of the units.

The Florida Forest Service has written permission from Collier Control to use the control channel.

The Florida Forest Service has a facsimile machine available for use by all cooperating agencies. The Fax number is **239-690-8002**.

FACILITIES

Meetings for 20-40 people can be conducted and supported at facilities located at Collier Forestry Station, Greater Naples Fire Rescue District; North Collier Fire Control and Rescue District; and, City of Naples Fire Department. Immokalee Fire Control District, City of Naples, North Collier Fire Control and Rescue District, and Greater Naples Fire Rescue District, and Collier County Emergency Management also have lecture rooms that can hold up to 100 people.

Emergency Management has a Mobile Command Post, which is available on any incident occurring in Collier County.

PERSONNEL AND EQUIPMENT

A current mutual aid equipment list is on file with the Florida Forest Service. Cooperating agencies are encouraged to annually review their fleet and wildland fire needs and capabilities to work with F.F.S. whenever possible to fill needs through available grants and other programs.

Air resources are available for wildland fire management from Page Field, along with F.F.S. aircraft from surrounding districts. F.F.S. maintains a fixed wing reconnaissance aircraft and a rotor winged aircraft for wildfire suppression. Coordination for the use of these resources will be through Florida Forest Service's Caloosahatchee Forestry Center dispatch.

Specialized equipment available for wildland fire response includes two swamp buggies, one airboat, and the Island Strike Team trailer.

OPERATIONS

The 911 system has been implemented throughout Collier County and thus Collier Control dispatches the respective Fire Department/District as a first call unit to many wildland fires.

The F.F.S. will be notified by Collier Control of all confirmed brushfires.

The F.F.S. will respond when notified by Collier Control that any Fire Department is on scene at a wildland fire that will not be immediately extinguished by the first unit on scene.

The F.F.S. will respond to all wildland fires when requested by a Fire Department or when F.F.S. deems appropriate.

The F.F.S. will dispatch a unit to any wildland fire request received by a F.F.S. Duty Officer. If only one F.F.S. Firefighter is available to fight a night fire, at least one individual from a local Fire department/district should

be dispatched to the scene for safety reasons. After dispatch, the F.F.S. will notify the jurisdictional Fire Department/district. The F.F.S. will also utilize aircraft and fire towers for fire detection, as conditions dictate. All cooperators must adhere to the Florida Wildfire Aviation Plan when utilizing aircraft over a wildfire.

All agencies will utilize the concept of Unified Command when jointly working an incident. Reinforcement shall make contact with initial attack units through Collier Control or F.F.S. tactical channel. The incident commander will then assign a tactical channel and direct all crews to utilize that channel. The incident commander will continue to monitor the tactical channel and agency dispatch.

The F.F.S. will not respond to hazardous materials incidents or to dump fires since we are not equipped to do so. In these instances, the F.F.S.'s role is support only.

In no instance should an agency be expected to commit to a tactic that is unsafe or contrary to agency policy.

The Collier County Sheriff's Office may utilize aircraft for wildfire suppression and detection purposes. These operations are covered in a separate operating agreement.

FINANCIAL ARRANGEMENTS

Each agency will support its own financial commitment to an incident.

SMOKE ON THE HIGHWAY

County Department of Transportation or Municipal Public Works Department should place appropriate "Smoke on the Highway" signs on county or local roads in the event of a smoke impact emergency that impairs public safety due to road visibility impairment of less than 1,000 feet or there is a projected impairment due to smoke impact.

Smoke on state and federal roadways will be managed by the Florida Highway Patrol through an existing statewide agreement with Florida Forest Service, Florida Highway Patrol, and Florida Department of Transportation. Florida Highway Patrol must be notified when smoke impairment is imminent or expected.

PLAN APPROVAL

BY  Date 2/28/2018
Florida Forest Service

BY _____ Date _____
Collier County Emergency Management

BY _____ Date _____
North Collier Fire Control and Rescue District

BY _____ Date _____
City of Marco Island Fire Department

BY _____ Date _____
City of Naples Fire Department

BY _____ Date _____
Greater Naples Fire Rescue District

BY _____ Date _____
Immokalee Fire Control District

BY _____ Date _____
Ochopee Fire Control and Rescue District