



**MINUTES  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
July 13, 2021  
6:00 PM**

**MEETING CALLED TO ORDER BY COMMISSIONER CARTER AT 6:00 PM.  
THE PLEDGE OF ALLEGIANCE WAS LED BY COMMISSIONER CARTER  
AND INVOCATION WAS LED BY RICHARD DELP.  
COMMISSIONER MURPHY HAD AN EXCUSED ABSENCE.**

**CONSENT AGENDA**

**Agenda Item; Approve the minutes from the June 8, 2021, regular meeting.**  
*Commissioner Delp made a motion to approve the minutes for the June 8, 2021, regular meeting as written. Commissioner Poole seconded the motion. All were in favor; motion carried.*

**ADMINISTRATIVE AGENDA**

**Added Agenda Item; Commissioner Resignation** Commissioner Cooley notified Fire Chief Jonathan Kanzigg of his resignation via email on July 13, 2021. The resignation letter stated “As of July 13<sup>th</sup>, 2021, I will be resigning as Commissioner for the Midway Fire Department in Gulf Breeze, Florida. Midway Fire District has been such a blessing in my life as well as my wife. We have enjoyed being part of this amazing hard-working group of Firefighters in Midway. We will miss being part of this amazing and beautiful family, God bless you all for one of the hardest jobs of serving this community.” Justin Labrato who currently serves on the Pension Board was present at the meeting to show interest about serving in the vacant seat on the board for the remainder of the seats term. *Commissioner Delp made a motion to appoint Justin Labrato in the vacant seat on the Board of Fire Commissioners for the remainder of the term. Commissioner Poole seconded the motion. All were in favor; motion carried.*

**Agenda Item; Treasurer’s Report.** Commissioner Delp presented the Treasurer’s Report. As of June 30, 2021, the fiscal year to date expenses are at 75%. The district received \$21,212.94 in impact fees for the month of June. There were no unforeseen expenses for the month of June.

*Commissioner Poole made a motion to accept the Treasurer’s Report as read. Commissioner Delp seconded the motion. All were in favor; motion carried.*

**Added Agenda Item; Discuss current Impact Fees status.**

In January of 2006, a study titled “Midway Fire District Fire Rescue Impact Fee Study” was prepared by Government Services Group, Inc. this study included the assumptions, conclusions, and findings as to the determination of anticipated costs of additions to the

Fire Rescue Service System that would be required to accommodate growth. On April 11, 2006, Ordinance No. 002 Midway Fire District Fire Rescue Services Impact Fee Ordinance was adopted and made effective on May 11, 2006. This ordinance set forth the following fees:

- \$247.00 per residential unit
- \$0.33 per square foot for commercial properties
- \$0.03 per square foot for industrial properties
- \$0.98 per square foot for Institutional properties

The following mentioned fees have not been reevaluated since the Ordinance was adopted and put into effect. Commissioner Carter asked that Chief Kanzigg be directed to investigate having an updated study done in order to reevaluate current the Impact Fee schedule.

*Commissioner Delp made a motion to task Fire Chief Kanzigg to have Midway Fire District's Impact Fee Schedule reevaluated to provide more up to date numbers. Commissioner Poole seconded the motion. All were in favor; motion carried.*

**Agenda Item; Present draft FY2021/2022 budget and approve millage rate for TRIM form DR420.** Administrative Chief Missy Scarborough presented a draft 2022 budget providing three different scenario options based off three different millage rates. 2.2m, 2.3m, and 2.3818m. Per the Truth in Millage rules the TRIM form DR420 stating the millage rate the Board of Commissioners proposes to adopt for the budget year 2022 must be certified using E-TRIM and must be submitted to the property appraiser no later than August 1, 2021. 2.2m is 6.11% above rollback rate, 2.3m is 10.93% above rollback rate, and 2.3818m is 15% above rollback rate. Rollback rate is the rate needed to get the same actual net revenue as was received the year prior.

*Commissioner Delp made a motion to authorize staff to submit the form DR420 with the millage rate of 2.3818m. Commissioner Poole seconded the motion. All were in favor; motion carried.*

**Agenda Item; Discuss status of MFD's 1.15 acre vacant land on Gulf Breeze Parkway, Parcel 27-2S-28-0000-00414-0000.**

In April 2006, the Midway Board of Fire Commissioners purchased 1.15 acres of land along highway 98 for the future planning of fire station number 36. The land was financed at the height of the real estate market for \$289,500 and was paid off with the deed acquired in 2018. Commercial realtor Nancy Brown conducted a market analysis in February and found that the property has a resale value of \$240,270.94. After the boundary, topographic survey, and the variances were requested, it was determined that this property wouldn't be an ideal location or footprint to meet the district's needs and would add a substantial cost to construction. At the March 2021 regular meeting the board approved the purchase of land that is centrally located on the north side of highway 98 just east of Ronnie's Carwash which was founded to be better suited to meet the needs of the district and community. It is being recommended to place the 1.15 acres of vacant property into surplus to be listed with local real estate agent Nancy Brown and to apply the proceeds from the sale toward the remaining balance of the recent property purchase.

Nancy Brown was present at the meeting to answer any questions the board may have had.

*Commissioner Poole made a motion to approve placing the 1.15 acres of land, parcel number 27-2S-28-0000-00414-0000 into surplus to be listed with local real estate agent Nancy Brown and to apply the proceeds from the sale toward the remaining balance of the recent property purchase. Commissioner Delp seconded the motion. All were in favor; motion carried.*

**Agenda item; Approve recommendation to purchase 100ft Sutphen Ladder Truck**

At the September 2020 regular meeting it was discussed and directed by the Board of Fire Commissioners to form an Apparatus Committee to spec a new Ladder Truck. This Committee has since diligently worked in comparing Sutphen, Pierce, and E-One fire apparatus manufacturers to determine which one would be best to recommend purchasing a new ladder truck from. The committee evaluated these manufacturers based on the following variables:

- budget
- existing and anticipated future needs of the community
- previous experience with manufacturers, in terms of serviceability
- ease of access to repair and maintenance facilities to minimize apparatus downtime
- performance reputation

The Apparatus committee recently had a joint meeting with Sutphen and Holley Navarre Fire District to discuss a more cost-efficient way of purchasing new ladder trucks. It was learned that by utilizing the Sourcewell Cooperative Purchasing Program they would be able to receive better pricing. Also allowing for better joint operations between the districts during mutual aid calls. Upon approval and acceptance by the Board of Fire Commissioners, a 2021 Sutphen SPH 100 Tower/Ladder would be purchased for \$1,276,455.57 which includes \$15,000.00 in discounts.

*Commissioner Poole made a motion to approve the recommendation that the Midway Fire District Board of Fire Commissioners approve the purchase of a 2021 Sutphen SPH 100 Tower/Ladder; not to exceed \$1.5 million dollars without further authorization from the Board of Fire Commissioners. Commissioner Delp seconded the motion. All were in favor; motion carried.*

**Chief's Report.**

**Public Comment:** No public comment.

**Adjourn;** *Commissioner Poole made a motion to adjourn the meeting. Commissioner Delp seconded the motion. All were in favor, motion carried. Meeting adjourned at 7:00 PM.*

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**Neal Carter, Chairman**

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**Date**

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**Bob Murphy, Secretary**

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**Date**