

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT  
MINUTES OF THE BOARD OF COMMISSIONERS MEETING  
November 8, 2016

**Meeting called to order** at 7:02 p.m. by Chairman Hansen

**Invocation** – Chairman Hansen

Commissioner Ducrou – Present  
Commissioner Hansen – Present  
Commissioner Cook – Present  
Commissioner Griffin – Present  
Commission Mere - Excused  
Chief Larry Nisbet - Present  
Office Manager - Theresa Sharp - Present  
Attorney Ian Mann – Absent

**Others Present:** Some public

**Minutes** – Review and Acceptance of the minutes of the October 11, 2016 Board of Commissioners meeting. Motion made by Commissioner Cook to accept the minutes. Commissioner Ducrou seconded the motion. Chairman Hansen calls for questions or comments. With no questions or discussion and none opposed, motion carries.

**Financial Report** - Review & Acceptance of the October 2016 financials. Commissioner Griffin moves to accept the October 2016 financials. Commissioner Cook seconded the motion. Chairman Hansen calls for questions or comments. With no questions or discussion, and none opposed, motion carries.

**Fire Marshal and Administrative Reports** (attached) – Chief Nisbet reads the Fire Marshal's report into the record. He reads the Administration Report into the record and offers discussion or questions. Two commissioners in unison inquire as to whether the squirrels were ok. Chief responds the squirrels were fine. Chairman Hansen asks for any other questions. With no further discussion Chairman Hansen calls for Petitions/Public Input.

**Petitions before the Board/Public Input** –None

**Union Petitions** - None

**Old Business** –

- None

**New Business** –

- 2015/2016 Final Budget Amendment – Chief Nisbet explains this Resolution is where we make all of our final line item moves and balance the budget for the audit. Commissioner Ducrou moves to adopt Resolution 2016-06 amending

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the 2015-2016 Budget. Commissioner Cook seconded the motion. With no further discussions or questions Resolution 2016-06 is voted on and adopted.

- 2016/2017 Budget Amendment – This Resolution, Chief explains, makes the adjustment reflecting the Impact Fees and amending the carry forward. Commissioner Cook moves to adopt Resolution 2016-07 amending the 2016-2017 Budget. Commissioner Ducrou seconded the motion. With no further discussions or questions Resolution 2016-07 is voted on and adopted.
- Chart of Accounts – Office Manager notes the next to last page of the accounts the highlighted addition of 522.528 Non-Capital Inventory Assets. Commissioner Ducrou clarifies the account code number and once verified, he moved to adopt the addition to the chart of accounts. Commissioner Cook seconded the motion and with none opposed, motion passed.
- FASD Memberships – Office Manager advises the Board Members of our membership in FASD permitting up to 8 associate members, which enables Board Members to utilize the site to see what's going on in the FASD and legislature and attend meetings, conferences, and such at the discounted rate. She advises she will send the link and the department e-mail assigned to each commissioner so they can register. She will get with each commissioner with their password. Commissioner Ducrou expresses their appreciation for her efforts. Chairman Hansen calls for anything else new and hearing none he calls for Commissioner Items.

**Commissioner Items** - With no Commissioner Items offered for discussion, Chairman Hansen calls for Public Input.

**Public Input** - Hearing none, Chairman Hansen calls for motion to adjourn.

**Adjournment** - Commissioner Cook moves to adjourn. Commissioner Ducrou seconded the motion, and with none opposed, meeting adjourned at 7:13p.m.