



**MINUTES  
FEASIBILITY STUDY MEETING  
Midway Fire District  
Holley Navarre Fire District  
Navarre Beach Fire Department  
June 27, 2017  
9:00 AM**

**MEETING CALLED TO ORDER BY DAVE SZYMANSKI, CHAIRMAN, MIDWAY FIRE DISTRICT AT 9:00 AM. THE PLEDGE OF ALLEGIANCE LED BY CHAIRMAN DAVE SZYMANSKI.**

**Officials and employees from all three departments were in attendance for the meeting as well as community members and members of the media. The three departments were represented as follows to conduct the meeting:**

**Midway Fire District**

Dave Szymanski, Chairman  
Jonathan Kanzigg, Fire Chief  
James Chandler, Local 4192 President

**Holley Navarre Fire District**

Dave Stone, Chairman  
Ron Norton, Fire Chief  
Patrick Moore, Local 4695 President

**Navarre Beach Fire Department**

David Norton, Board Member  
Corey Mayhew, Local 4494 President

**CONSENT AGENDA**

**Agenda Item; Approve minutes from May 4, 2017 meeting. Jonathan Kanzigg made a motion to approve the minutes as written for the May 4, 2017 consolidation meeting. Dave Norton seconded the motion. All were in favor; motion carried.**

**Agenda Item; Update on Consolidation Committee website.** The new consolidation website [www.southsantarosafireconsolidation.com](http://www.southsantarosafireconsolidation.com) is up and running. The website includes committee member contact information. Meeting minutes and agendas will be added as they are available. The website has a link to each departments website and a general inquiry form for questions.

**Agenda Item; Update from Union Presidents on 2011 GIS.** Jamie Chandler informed the committee the IAFF will not update the 2011 GIS because it is six years old. The IAFF currently has a waiting list and takes request on a first come first serve basis. The IAFF will add South Santa Rosa Fire Consolidation to the wait list if requested but cannot offer a timeframe as to when the field work will begin or GIS be complete. The SSRCC Local Presidents will draft a formal request signed by all three representatives to be added to the IAFF's wait list for a GIS. The committee will not delay publishing a RFP for the feasibility study waiting for the GIS but since the GIS is at no cost, the report can be useful to have for comparison or geographical information.

**Agenda Item; Vote on prorated allocation for feasibility study cost.** The committee was presented with five allocation options, population, square mileage of boundaries, call volume, annual budget and equal division of cost. The only two options with any interest were a calculation allocating a percentage of the study cost to each department based on the percentage relationship of the three annual budgets or simply taking the study cost and dividing by three. Navarre Beach feels strongly against the equal division option as their annual budget is significantly smaller than the other two departments. Holley Navarre and Midway both prefer the equal division of cost because the result of the consolidation would be all three departments receive the same services and mentioned Navarre Beach had the most to gain out of the consolidation related to increased services. Midway added they will receive no more tax revenues for the remaining of the fiscal year and operate purely from reserves until late November which will be FY2018. All three departments agreed whatever the cost per department, the funds are easier to manage if budgeted in the FY2018 as opposed to pulling from contingencies now. Holley Navarre acknowledge their FY2018 budget is significantly higher than the FY2017 budget which will put Holley Navarre much closer to Midway's budget. An option was presented to modify the budget allocation method by increasing Navarre Beach's portion to \$5,000 and Holley Navarre and Midway split the remaining cost evenly with the funds all being budgeted into the respective FY2018 budgets.

*Chief Ron Norton made a motion for Navarre Beach to pay \$5,000 of the feasibility study cost from the FY2018 budget and the remaining invoice balance, not to exceed \$34,000 total invoice cost, will be split evenly between Holley Navarre and Midway's FY2018 budgeted expenses. David Norton seconded the motion. All were in favor, motion carried.*

**Agenda Item; Discuss scope of work for RFP for the feasibility study.**

Each department mentioned topics to be mindful of through the process including operational areas, assets owned by each department, funding structures of each department, policies of each department, employee compensation packages of each

department, current services offered by each department and even services the consolidated department would potentially like to be able to offer in the future. Members of the audience mentioned topics such as code enforcement, HazMat response and transportation. Transportation has been addressed at a previous meeting. Santa Rosa County officials are not in favor of the south end of the county having its own transportation service but county officials are in favor of the consolidated department absorbing the Lifeguard service currently offered on Navarre Beach. The county would continue to supplement the consolidated department to offset personnel and operational cost of the Lifeguard service.

**Public Comment:** The legislative process of a consolidation and the timeline of the consolidation were discussed. Depending on the outcome of the feasibility study and all three departments deciding to move forward, the committee is planning for a referendum on the ballot for one of the 2020 scheduled elections.

**Agenda Item; Action items for next meeting.**

- *Ron Norton made a motion to cancel the meeting on July 25, 2017 due to several Chiefs being unavailable. Jonathan Kanzigg seconded the motion. All were in favor, motion carried.*
- Prepare draft RFP by August 15th to be presented at the August 22, 2017 meeting.

**Adjourn;** *Dave Norton made a motion to adjourn the meeting. Dave Stone seconded the motion. All were in favor, motion carried. Meeting adjourned at 10:24 AM.*