

ACTION ITEM	ASSIGNED TO	ITEM	TARGET DATE	STATUS	COMMENTS
SP- Property	District Board	Resolve land ownership issues with old Fire Department & Resolve investing taxpayer money on land not owned by the District (These items were combined) as the end result will be the same for each item.	2/28/2014	Ongoing	No District Action Required at this time.
SP- Property	Griffeths	Create a Fire Hydrant Program - PHASE 1 . . . (2013 Hydrants)	7/1/2014	Ongoing	PHASE 1: All Fire Hydrants installations are complete EXCEPT Wheaton's and Rowell's.
SP- Property	Legal	Create a Fire Hydrant Program - PHASE 2 . . . (2014 Hydrants) 15 Approved Hydrant Locations	7/1/2014	Ongoing	PHASE 2: The RFP was issued on 1/6/15 for Phase 2
SP- Property	Griffeths	Create a Fire Hydrant Program - PHASE 3 (2015 Hydrants) In progress	7/1/2014	Ongoing	PHASE 3: the RFP was issued on 1/6/15 for Phase 3
SP- Property	Griffeths	Create a Fire Hydrant Program - PHASE 4 . . . (2015 Hydrants) 9 LOCATIONS on . . . FKA 5 Year Master Plan	7/1/2014	Ongoing	PHASE 4: Commissioner Thomas conducted preliminary discussions with FKA 4, and 9 hydrants are being placed on the FKA 4 Five (5) Year Master Plan. For the locations, see the Master Fire Hydrant List (Bernuda Shores and Cross-Key Waterways Sub-division).
SP- Property	District Board	Create Fire Training Grounds	7/1/2014	Ongoing	The District Board will need to identify if this is a project they would like to pursue.
SP- Property	Mirabella	Station 24: Second story addition	7/1/2014	Ongoing	The Drawings & the Proposal were submitted to the District Board at the March 10, 2014 District Meeting. Commissioner Mirabella reported nothing may proceed until the legal issues with the Old Fire Department are resolved.
SP- Money/Funding	Thomas	304 Discretionary Sales Tax (Work with Monroe County)	7/1/2014	Schedule for Followup 2015	District legal worked with the County's Legal Department, and a 3 Year Inter-local Agreement was submitted to the BOCC for approval at their 8/20/14 Meeting. The District & BOCC approved 3 year ILA (2014-\$350,000) (2015-\$300,000) and (2016-\$300,000)
SP- Money/Funding	Thomas	Impact Fees (Work with Monroe County)	7/1/2014	Ongoing	Chairman, Finance & Legal will work with County last quarter of 2014
SP- Money	District Board	Legislature funding abilities	7/1/2014	Ongoing	See above.
SP- Money	Johnson	Create plan for building restoration, replacement fund & paving	7/1/2014	Ongoing	Jennifer is working with the departments to capture information and pricing for analysis.
SP- Money	Simmons	Create reserve fund categories	2/28/2014	Ongoing	Special Fee Assessments were approved in 2012 for False Alarms and Illegal Open Burning. TO DATE, NO VIOLATIONS HAVE BEEN ISSUED. This item needs to be discussed for clarity. 1) Does the Ambulance Corps or Fire Department want to implement more special fees for services? Special Assessment is discussed in the Legislative Funding Abilities Section.
#2012-001False	Simmons	Research possibilities of special fees/assessments	7/1/2014	Ongoing	Special Assessment is discussed in the Legislative Funding Abilities Section.
SP- Staffing/Retention	Bock	Obtain and retain local volunteers for adequate staffing	7/1/2014	Ongoing	11/21/14 ADVERTISING NEW VOLUNTEERS: TESTING ON 12/13/14, 12/13/14, 02/12 & 02/14 Reporter & Keyword advertisements for FFI & FFIL. Testing on February 22, 2014. 22: 20 Applicants tested. THE BOARD IS WAITING FOR REPORT FROM DEPT.
SP- Staffing/Retention	Bock	Track new staffing programs implemented in December 2013	12/31/2014	Ongoing	Department management is reviewing and monitoring staff scheduling.
SP- Funding	Foy	Pursue additional grant funding	3/31/2014	Ongoing	I be reviewing for a DOH Grant for the Corps & Sher & F&S for the Fire Dept. The Department completed the AFG GRANT on 12/6/14. On July 4th, the District was awarded the 2013 AFG Grant for PPE. 2/6/13 KLVFD Grant Submitted. Clerk reviewed grant requirements for DOH 2014 Grant (Corps) Due 2/28/14 & NVFC Training Grant (Fire Dept.) and provided information to the dept. 12/24/13 & 2/7/14. March review and prepare report for dept. for AFG Fire Prevention & Safety Grant.
SP- Outreach	Foy	Update Website User Friendliness	3/31/2014	Ongoing	The Home, Commissioners, Schedule, News-Press, Volunteer pages have been reviewed and updated. All sections have been updated through 12/31/13. The website was reviewed in April, and numerous pages were slightly modified.
SP- Outreach	Legal	Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter	3/31/2014	Ongoing	1/15: District Issued Press Releases District Accomplishments & Fire Dept issued Press Releases Training. 201411/14: Issued Press Releases (Veterans Day): 10/14: Issued Press Releases for Fire Hydrant Project, Lake EMS Presentation, Smoke Alarm/Time Change. The 3/26 Meeting cancelled, 4/14/14 meeting plan submitted to Board, 5/12/14 Board Approved, and Facebook Account Established. The plan addresses Press Releases, Social Media (Facebook & Twitter) - 01/14: January Letter to the Editor: 02/06: Smoke Detector PR for Radio Stations. 03/00 Advertising (Newspaper/Radio) Press Releases: 04/00 Tanker Sale. 05/14 Press Release Sale of Tanker and Departments at Memorial Day & 4th of July Events. 07/14 Press Release District Awarded DHS/FEMA Grant for PPE. Facebook Messages are distributed weekly or bi-weekly. Radio & Newspaper issued for Press Releases for 911 Remembrance Event and Press Release for Fire Prevention Week & the Live-Burn Demonstration. Distributed PR information regarding Hydrant Project status (nice newspaper article in the Free Press. Issued PR and photo for the Fire
		Finalize Mutual Aid Agreement with Islamorada Village.	10/1/2014	Ongoing	Islamorada Mutual Aid Agreement Approved September 15, 2014

	Legal	Prepare Mutual Aid Agreement with the County.			District approved for submitted to County at the October 20th meeting.
	Legal	Prepare Mutual Aid Agreement with Ocean Reef.			Theron forwarded the Mutual Aid Agreement to Ocean Reef-it was Board approved on 10/20/14.
	Legal	Prepare Mutual Aid Agreement with Miami Dade.			Chief Griffiths will obtain a contact at Miami-Dade - it was Board approved on 11/17/14.
	Foy	Draft Procedure #104, Acquisition & Disposition of Assets Purchased with Federal Funds			
	Foy	Draft Procedure #105, Acquisition & Disposition of Assets Purchased with State Funds			
130211	Board	Al G. E. FASD recommends developing a Social Media Policy (Need Board Direction)	2013		The Clerk and Legal need Board direction if they would like the District to pursue establishing this policy.
131000	Fire Department	Research ISO Computer Program	9/30/2014		This is the ISO program that shows the ratings for homes.

This color relates to District Activities.

This color relates to Fire Hydrants.

This color : District Board direction is requested.

This color identifies Financial Items