

**SAN CARLOS PARK FIRE DISTRICT  
REGULAR BOARD MEETING  
June 8, 2023**

**RECORD OF PROCEEDINGS FROM MAY 11, 2023 REGULAR BOARD MEETING:**

Commissioner Hathaway opened the regular board meeting at 6:00 p.m.

Pledge of Allegiance

Moment of Silence

**ROLL CALL**

Chairperson Darleen Hathaway, Vice-Chair Craig Weinbaum, Secretary Matt Fields, and Commissioner Mark Stirns attended. Fire Chief David Cambareri and Secretary Jennifer Bossi also attended. Treasurer Steve Tokarz had an excused absence.

**RECORD OF PROCEEDINGS**

There were no corrections to the April 13, 2023 Regular Board Meeting Minutes. *Commissioner Hathaway stated that the Record of Proceedings stand approved as read.*

**TREASURER'S REPORT**

*Commissioner Stirns moved to dispense with the reading of the accounts and read totals only. Commissioner Weinbaum seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

Commissioner Weinbaum read the April 2023 Treasurer's Report.

*With no questions, Commissioner Hathaway stated that the Treasurer's Report stands approved for audit.*

*Commissioner Weinbaum moved to dispense with the reading of the bills and read totals only. Commissioner Fields seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

Previously paid bills:	\$ 10,733.68
Payroll tax deductions:	\$ 154,841.36
Debit memos:	\$ 241,055.31
Monthly Bills to be paid:	<u>\$ 144,525.42</u>
Grand total:	\$ 551,155.77

\*After small discussion, a motion was made.

*Commissioner Weinbaum motioned to pay the bills; Commissioner Fields seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

**CHIEF'S REPORT**

Florida Association of Special District Annual Conference – Chief Cambareri informed the Board of the upcoming annual conference scheduled for June 12-15, 2023 in Orlando.

Fourth of July Parade – We are once again preparing for the annual Fourth of July Parade and kindly ask for motion to cover the cost of hiring the required 3 deputies and 2 voice volunteers for road closures during the event.

*Commissioner Weinbaum motioned to approve the cost of \$900.00 to cover the cost of hiring the required 3 deputies and 2 voice volunteers for road closures for the Fourth of July event. Commissioner Stirns seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

Thank You Letters – Chief Cambareri presented the Board with a thank you letter from Bonita Springs Fire District.

Fire & Rescue Calls – The San Carlos Park Fire Protection and Rescue Service District ran a total of 451 fire and rescue calls for the month of April 2023. Staff have been busy with training, hydrant maintenance, community events and station maintenance. Chief Cambareri then reviewed the fire/rescue comparison sheet.

## **OLD BUSINESS**

### **Hurricane Ian Damage Update**

Chief Cambareri updated the Board on continued efforts to complete repairs from Hurricane Ian.

### **Fiscal Year Audit 2021/2022**

Chief Cambareri also updated the Board that the FY Audit 2021/2022 has been tentatively scheduled for June.

### **Fitch & Associates Performance Audit**

Chief Cambareri informed the Board that the performance audit being completed by Fitch & Associates is almost complete.

## **NEW BUSINESS**

### **Strategic Planning Workshop**

Chief Cambareri reported that the Strategic Planning Workshop has been scheduled for June 19, 20 & 21, 2023 at station 53. Community members have been sent invitations asking for their thoughts on the District moving forward.

### **2023/2024 Fiscal Budget Date Timeline**

Chief Cambareri reminded the Board that the 2023/2024 fiscal budget date timeline was included in the Board packet.

### **Resolution 2023-01**

Chief Cambareri presented the Board with Resolution 2023-01 in regards to background checks for employees with FDLE.

*Commissioner Weinbaum motioned to adopt Resolution 2023-01 creating policy for State and National criminal history checked for personnel through the FDLE. Commissioner Stirns seconded. The motion was voted upon, with no question, the motion carried unanimously.*

## **PUBLIC INPUT**

Commissioner Weinbaum informed the Board that he has previous engagements with family in June and July and would not be attending the meetings.

*Commissioner Hathaway adjourned the meeting at 6:19 p.m.*

Respectfully Submitted,

Commissioner Matthew Fields  
Secretary