

**SAN CARLOS PARK FIRE DISTRICT
REGULAR BOARD MEETING
July 13, 2023**

RECORD OF PROCEEDINGS FROM JUNE 8, 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, Treasurer Steve Tokarz, Secretary Matt Fields, and Commissioner Mark Stirns attended. Fire Chief David Cambareri and Secretary Jennifer Bossi also attended. Vice-Chair Craig Weinbaum had an excused absence.

RECORD OF PROCEEDINGS

There were no corrections to the May 11, 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 Tokarz seconded. The motion was voted upon, with no questions, the motion carried unanimously.

Commissioner Tokarz read the May 2023 Treasurer's Report.

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

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

Previously paid bills:	\$ 17,999.51
Payroll tax deductions:	\$ 159,569.12
Debit memos:	\$ 243,006.14
Monthly Bills to be paid:	<u>\$ 149,730.09</u>
Grand total:	\$ 570,304.86

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

CHIEF'S REPORT

2021-2022 Fiscal Year Audit Presentation – Grau & Associates will be presenting our 2021-2022 fiscal year audit at the regularly scheduled July Board meeting.

Financial Disclosure Report – Reminder that the report is due by July 1, 2023

Property Appraiser Estimate – The Property Appraisers June 2022 estimate of the tax roll will be discussed.

Thank You Letters – I am in receipt of thank you letters which will be presented for your review.

Fire & Rescue Calls – The San Carlos Park Fire Protection and Rescue Service District ran a total of 465 fire and rescue calls for the month of May 2023. Assistant Chief Glen Van Brunt reviewed is the fire/rescue comparison sheet.

OLD BUSINESS

Fiscal Year Audit 2021/2022

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

Swearing In Ceremony – We have scheduled the new Lieutenant swearing in ceremony for July.

Fitch & Associates Performance Audit

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

Strategic Planning Workshop

Chief Cambareri reported that the Strategic Planning Workshop has been scheduled for June 19, 20 & 21, 2023 at station 53. He kindly requested a Board member attend; Commissioner Fields states he will attend on behalf of the Board.

Florida Safe Investment Plan

Chief Cambareri asked the Board for a motion approving him to add another additional \$500,000.00 to the Florida Safe Investment Plan since the interest is doing so well with the other funds.

NEW BUSINESS

Retirement Announcement

Chief Cambareri announced that Lieutenant Jay Harper has retired on May 18, 2023. The District wishes him the very best with his future.

Medical Director Agreement

Chief Cambareri presented the Board with the renewal agreement with Medical Director Dr. Keith Lafferty for signature.

Commissioner Stirns motioned to approve the Medical Director agreement; Commissioner Fields seconded. The motion was voted upon, with no questions, the motion carried unanimously.

PUBLIC INPUT

Commissioner Hathaway adjourned the meeting at 6:13 p.m.

Respectfully Submitted,

Commissioner Matthew Fields
Secretary