

**SAN CARLOS PARK FIRE DISTRICT  
REGULAR BOARD MEETING  
SEPTEMBER 12, 2024**

**RECORD OF PROCEEDINGS FROM AUGUST 8, 2024, REGULAR BOARD MEETING:**

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

Pledge of Allegiance

Moment of Silence

**Fire Commissioners Present:**

Chairperson Darleen Hathaway

Commissioner Craig Weinbaum

Commissioner Mark Stirns

Commissioner Matt Fields

**Administrative Staff Present:**

Fire Chief David Cambareri

Assistant Chief Glen Van Brunt

Division Chief Brad Altstatt

Division Chief Lucas Karth

Executive Assistant Jennifer Bossi

\*Commissioner Steve Tokarz was absent, which was excused.

Meeting paused: 6:02 p.m. (Retirement & Years in Service Presentation)

Meeting resumed: 6:12 p.m.

**RECORD OF PROCEEDINGS**

There were no corrections to the June 20, 2024, Regular Board Meeting Minutes. *Commissioner Hathaway stated that the Record of Proceedings stand approved as read.*

**TREASURER’S REPORT**

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

Commissioner Fields read the June and July 2024 Treasurer’s Report. (Note: the benevolent account has changed names to the compensated absences account.)

*With no questions, Commissioner Hathaway stated that the Treasurer’s Report for June and July 2024 stands approved for audit.*

*Commissioner Weinbaum 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:	\$ 15,384.83
Payroll tax deductions:	\$ 177,237.62
Debit memos:	\$ 386,995.48
Monthly Bills to be paid:	\$ <u>86,293.59</u>
Grand total:	\$ 665,911.52

Questions: answered, motion made:

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

**CHIEF’S REPORT**

Quarterly Report – Chief Cambareri presented the Board with the 3<sup>rd</sup> quarterly report.

Back to School Event – Chief Cambareri informed the Board of the upcoming “Back to School” event scheduled for Monday, August 12, 2024, which staff will once again be out with banners reminding all drivers to slow down for children. This is the twelfth year we have held this event.

Fire & Rescue Calls – The San Carlos Park Fire Protection and Rescue Service District ran a total of 437 fire and rescue calls for the month of July 2024. Assistant Chief Van Brunt reviewed the fire/rescue comparison sheet.

Proposed Budget 2024-2025 – Fire Chief Cambareri was in receipt of the DR420 Form, Certification of Taxable Value and the DR420MMP from the Lee County Property Appraiser for the Fire District. Maximum millage levy calculation as presented by the Department of Revenue are as follows:

- With a Board Majority vote of the Governing Body – 2.7643 (max.)
- Two thirds vote of the Governing Body – 3.0407
- Administration staff suggestion – 2.4800 (below max of 3.0000)

After the presentation of the 2024-2025 Proposed Budget, Fire Chief Cambareri and Administration staff suggest the millage rate 2.4800.

*Commissioner Weinbaum motioned to move forward and accept the administrative suggestion for a 2.4800 millage rate and ad valorem taxes of \$21,706,462.00 for the 2024-2025 fiscal budget. Commissioner Fields seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

### **OLD BUSINESS**

#### **New Hires (8 Firefighters)**

Chief Cambareri announced that the District has hired 8 new firefighters that have completed their 160 hours of orientation training.

#### **Battalion Chief Promotion**

Chief Cambareri informed the Board that Lieutenant Kolin Manning has been promoted to Battalion Chief.

#### **Pinning Ceremony**

A pinning ceremony is being prepared tentatively for the November regularly scheduled Board meeting.

*Commissioner Weinbaum motioned to use petty cash to supply light refreshments for the pinning ceremony. Commissioner Stirns seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

#### **Inventory Program Update**

Chief Cambareri updated the Board on the new EMS inventory system that is being implemented.

#### **ITECH Property (Station 56)**

Chief Cambareri updated the Board on the ITECH property for the future site of station 56. After discussion, a motion was made.

*Commissioner Weinbaum made a motion to approve moving forward with contracting with Bartlet Realty in purchasing the property located on Innovation Lane in ITECH. Commissioner Stirns seconded the motion. The motion was voted upon, with no questions, the motion carried unanimously.*

#### **Station 55 Update**

Chief Cambareri informed the Board that station 55 is ready to start with the building process.

#### **Truck Committee Update**

Chief Cambareri informed the Board that the truck committee just returned from the prebuild on the new engine.

### **NEW BUSINESS**

#### **Resolution 2024-01 Statewide Mutual Aid Agreement**

Chief Cambareri presented the Board with Resolution 2024-01 for adoption.

*Commissioner Fields motioned to adopt Resolution 2024-01 regarding Statewide mutual aid, Commissioner Weinbaum seconds. The motion was voted upon, with no questions, the motion carried unanimously.*

**USAR Task Force 6**

Chief Cambareri reported that Lieutenant Wagner and Facility & Logistic Manger Doupe have returned from their deployment with USAR task force 6 regarding Hurricane Debby.

**Leave of Absence Request**

Chief Cambareri informed the Board that Firefighter Chris Marcolini has requested a leave of absence for 6 months. The leave was approved.

**“Red Card” Deployment**

Chief Cambareri informed the Board that Firefighter Marlon Equitz is currently deployed in Oregon assisting with the wildfires.

**McIntosh Consulting**

Chief Cambareri asked the Board for approval to hire McIntosh Consulting to assist with the remodel of financial policy and procedures as well as updating administrative processes that will assist with future needs of the District.

*Commissioner Weinbaum motioned to hire McIntosh Consulting to assist with updating policies and procedures. Commissioner Stirns seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

**Tentative Budget Reminder**

Chief Cambareri reminded the Board that the Tentative Budget hearing is set for September 12, 2024, at 6:05 p.m. He will be out of town at that time and Assistant Chief Van Brunt will be presenting the budget.

**PUBLIC INPUT**

*Commissioner Hathaway adjourned the meeting at 7:21 p.m.*

Respectfully Submitted,  
Commissioner Matthew Fields  
Secretary