



**NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS' MEETING**

AGENDA (FINAL)

THURSDAY, FEBRUARY 23, 2023 ■ 9:00 AM
1885 Veterans Park Drive ■ Naples, FL 34109

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA**
- 4. APPROVAL OF MINUTES**
 - A. January 26, 2023 Board of Fire Commissioners Meeting
- 5. CHIEF'S REPORT**
- 6. TREASURER'S REPORT**
 - A. January 2023
- 7. LABOR REPORT**
- 8. CONSENT AGENDA**

Table 1: Expenditures for Board approval

| Category | Amount |
|----------------------------------|---------------|
| General Fund Unbudgeted | \$0 |
| General Fund Emergency Purchases | \$32,828 |
| Addition of Fixed Assets | \$0 |
| Deletion of Fixed Assets | \$0 |
| Other | \$0 |



9. OLD BUSINESS

None

10. NEW BUSINESS

None

11. COMMENTS BY COMMISSIONERS

12. COMMENTS BY THE PUBLIC FOR ITEMS NOT ON THE AGENDA

13. ADJOURNMENT



**NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS' MEETING**

MINUTES (DRAFT)

THURSDAY, JANUARY 26, 2023 ■ 9:00 AM
1885 Veterans Park Drive ■ Naples, FL 34109

1. CALL TO ORDER

Chairman Feder called meeting to order at 9:01 a.m. With five of five commissioners present (James Burke, James Calamari, Christopher Crossan, Norman Feder, Christopher Lombardo), quorum was met.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA

Commissioner Calamari moved to approve agenda as presented. Commissioner Burke seconded. MOTION CARRIED 5:0

4. APPROVAL OF MINUTES

- A. November 17, 2022 Board of Fire Commissioners' Meeting
- B. December 13, 2022 Special Board Meeting to Elect Officers

Commissioner Lombardo moved to approve both sets of minutes as presented. Commissioner Burke seconded. MOTION CARRIED 5:0

5. CHIEF'S REPORT

Fire Chief Eloy Ricardo announced the District was awarded Firehouse Subs Grant in the amount of \$38, 145.00. CFO Ben Van Klingeren gave report on property insurance renewal increases for other fire districts as compared to North Collier Fire Rescue. Commissioner Lombardo suggested workshop with other districts to discuss premium increases and deductible options. Chief Ricardo gave update regarding discussions on Fire/EMS consolidation discussions by Collier County Commission.

6. TREASURER'S REPORT

- A. November 2022
- B. December 2022

Commissioner Calamari read prepared summary of financial highlights for November 2022 and December 2022 Treasurer's Reports. Board accepted both reports as presented into record.

7. LABOR REPORT

Local 2297 President Scott Palmateer gave verbal report.



8. CONSENT AGENDA

Table 1: Expenditures for Board approval

| Category | Amount |
|----------------------------------|-----------|
| General Fund Unbudgeted | \$0 |
| General Fund Emergency Purchases | \$194,986 |
| Addition of Fixed Assets | \$0 |
| Deletion of Fixed Assets | \$28,485 |
| Other | \$655 |

Commissioner Calamari moved to approve Consent Agenda as presented. Commissioner Lombardo seconded. MOTION CARRIED 5:0

9. OLD BUSINESS

None

10. NEW BUSINESS

Commissioner Lombardo moved to have 10E moved to first position. Commissioner Calamari seconded. MOTION CARRIED 5:0

E. Request Board Approval of Social Services Agreement Between District and Naples Senior Center

Commissioner Calamari moved to approve as per staff recommendation the agreement between the District and the Naples Senior Center utilizing \$50,400 from designated medical services reserves for a fire based social services program. Chief Aguilera gave a verbal report and introduced Dr. Jaclynn Faffer, President/CEO of Naples Senior Center. Commissioner Lombardo seconded. MOTION CARRIED 5:0

A. Request Board Adoption of Resolution 23-001, amending the Firefighter Pension Plan; Reducing Employee Contribution per Ratified 2022-2025 Collective Bargaining Agreement

Commissioner Calamari moved to adopt as per staff recommendation Resolution 23-001, amending the Firefighter Pension Plan as presented and approve the associated actuarial impact statement as presented. Commissioner Lombardo seconded. MOTION CARRIED 5:0

B. Request Board Adoption of Resolution 23-002, Codifying Firefighter Pension Plan by Reorganizing, Renumbering and Restating Pension Plan Revisions and Consolidating Provisions into Single Pension Plan Document



Commissioner Calamari moved to adopt as per staff recommendation Resolution 23-002, codifying the Firefighter Pension Plan as presented. Commissioner Lombardo seconded. MOTION CARRIED 5:0

C. Request Board Approval of the 2021 Sub-Recipient Agreement with Division of Emergency Management Mitigation Bureau – Contract Number H0898 – Station 10 Generator

Commissioner Lombardo moved to approve as per staff recommendation the 2021 FDEM Sub-Award Agreement – Contract Number H0898 totaling \$27,251 for the period through August 31, 2025 as presented. Commissioner Calamari seconded. MOTION CARRIED 5:0

D. Request Board Approval of FDEM Urban Search and Rescue Grant – Agreement T0275

Commissioner Lombardo moved to approve as per staff recommendation the FDEM Urban Search and Rescue Grant Agreement – Agreement Number T0275 totaling \$12,000 for the period July 1, 2022 through June 30, 2023 as presented. Commissioner Calamari seconded. MOTION CARRIED 5:0

F. Request Board Approval of Revised Interlocal Agreement Regarding Tablet Command Software

Commissioner Calamari moved to approve revisions to Interlocal agreement between District and partnering agencies for Tablet Command Software. Commissioner Lombardo seconded. MOTION CARRIED 5:0

G. Request Board Approval of Revisions to District Policies

Commissioner Calamari moved to approve as presented and recommended by staff the rescinded and new District policies with effective date of March 1, 2023, and adopt as presented and recommended Resolution 23-003 for District policies 210-Auditor Selection and 217-Travel Expense Reimbursement which Florida Statutes require adoption by resolution due to subject matter, with effective date of March 1, 2023. Commissioner Lombardo seconded. MOTION CARRIED 5:0

H. Request Board Annual Appointments to District Committees

Commissioner Lombardo moved to appoint Commissioner Calamari to Awards Committee. Commissioner Feder seconded. MOTION CARRIED 5:0

Commissioner Lombardo moved to appoint Commissioner Crossan to Insurance Committee. Commissioner Feder seconded. MOTION CARRIED 5:0

I. Request Board Ratification of End of States of Emergency for Hurricanes Ian and Nicole

Commissioner Lombardo moved for Board ratification for the end of District's States of Emergency for Hurricanes Ian and Nicole. Commissioner Lombardo requested a debriefing with the chiefs, firefighters, and administration of what went well and what can be improved upon. Commissioner Calamari seconded. MOTION CARRIED 5:0



J. Discussion of District Performance Review RFP Responses; Request Board Approval of Committee Recommendation for District Performance Review Consultant

Commissioner Calamari moved to approve as per staff recommendation, the Committee's Recommendation of not contracting with the single RFP respondent and direct staff to pursue additional qualified consultants for consideration and authorize the Fire Chief to enter into a contract directly provided the fees do not exceed \$100,000.00. Discussion ensued. Commissioner Lombardo seconded. MOTION CARRIED 5:0

11. COMMENTS BY COMMISSIONERS

Commissioner Lombardo thanked Chief Ricardo, Heather Mazurkiewicz, Public Education Officer and Channing LaBadie, Administrative Assistant to the Fire Chief, for their assistance in making Boots on the Ground a successful event.

12. COMMENTS BY THE PUBLIC FOR ITEMS NOT ON THE AGENDA

None

13. ADJOURNMENT

Commissioner Lombardo moved to adjourn meeting. Commissioner Burke seconded. MOTION CARRIED 5:0 Meeting adjourned at 10:41 a.m.



AGENDA ITEM 6

Meeting Date: February 23, 2023
Prepared By: Chief Financial Officer Ben Van Klingerren
Subject: Treasurer's Report - January 2023

The following is information for the Treasurer's Report for the February 23, 2023 Board Meeting:

GENERAL FUND

Revenue

The following is the breakdown of revenue for the period ended January 31, 2023 for the North Naples Service Delivery Area ("NN SDA"), the Big Corkscrew Service ("BC SDA") and North Collier Fire Control & Rescue District. Note that these financial statements reflect the Board approved cost allocation method; per that method, there is no allocation of revenue (except for grant funds) - it remains in the SDA in which it is earned/received.

| | | NN SDA | % of | BC SDA | % of | North Collier | % of |
|----------------------|-----------|-------------------|---------------|---------------------|---------------|----------------------|---------------|
| | | 1/31/2023 | Budget | 1/31/2023 | Budget | 1/31/2023 | Budget |
| Ad Valorem | \$ | 36,936,443 | 90.00% | \$ 9,511,272 | 91.60% | \$ 46,447,715 | |
| Fees | \$ | 243,193 | 34.91% | \$ - | 0.00% | \$ 243,193 | |
| Other Revenue | \$ | 676,665 | 191.35% | \$ 132,095 | 146.81% | \$ 808,759 | |
| Total Revenue | \$ | 37,856,300 | 89.94% | \$ 9,643,367 | 90.66% | \$ 47,499,667 | 90.09% |

Expenses

The following is the breakdown of expenses for the period ended January 31, 2023 for NN SDA, BC SDA and the North Collier Fire Control & Rescue District utilizing the cost allocation method approved by the Board.

GENERAL FUND, CONT'D

| | | NN SDA | % of | BC SDA | % of | North Collier | % of |
|-----------------------|-----------|-------------------|---------------|---------------------|---------------|----------------------|---------------|
| Expenses | | 1/31/2023 | Budget | 1/31/2023 | Budget | 1/31/2023 | Budget |
| Personnel | \$ | 11,503,320 | 35.52% | \$ 2,698,310 | 35.52% | \$ 14,201,630 | 35.52% |
| Operating | \$ | 2,613,163 | 34.45% | \$ 612,964 | 34.05% | \$ 3,226,127 | 34.37% |
| Debt Service | \$ | 379,729 | 65.71% | \$ 89,072 | 65.71% | \$ 468,801 | 65.71% |
| Capital | \$ | 370,192 | 27.34% | \$ 86,835 | 27.34% | \$ 457,028 | 27.34% |
| Total Expenses | \$ | 14,866,405 | 35.48% | \$ 3,487,181 | 35.40% | \$ 18,353,586 | 35.46% |

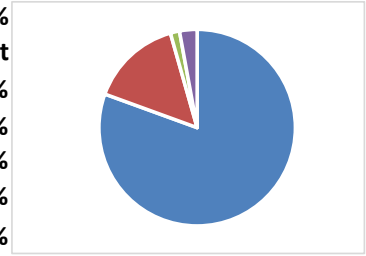
It should be noted that there are four general types of expenditures in terms of payment impact on the fiscal year:

1. Those that are paid monthly at fairly regular and predictable monthly intervals.
2. Those that are paid quarterly or annually so are not reflected in an appropriate percentage.
3. Those that are based on unpredictable need, such as building, equipment or vehicle repairs.
4. Items that were budgeted in the prior year, but were not received or invoiced until this year.

Based on these payment type exceptions, accrual or prepayment adjustments can be made to the actual expenditures, and an adjusted percent of budget determined.

When these adjustments are made, year-to-date expenditures as a percentage of budgeted expenditures, by category, are as follows:

| | Adj Amounts North Collier | Adj. % of Budget |
|---------------------|--------------------------------------|-----------------------------|
| Personnel | \$ 12,740,055 | 31.86% |
| Operational | \$ 2,381,568 | 25.38% |
| Debt Service | \$ 237,827 | 33.33% |
| Capital | \$ 457,028 | 27.34% |
| Total | \$ 15,816,478 | 30.56% |



As identified above, when adjustments are made to the actual expenses based on known prepaid and accrual adjustments, General Fund expenses are at 30.56% which is reasonable as we have completed 4 months of the 2022/2023 fiscal year (33%).

General Fund Comparison with Prior Year:

Included with the General Fund Financial Statement is a comparison to January 2022 of each service delivery area, noting the percentage of variance. In brief, total revenue in the NN SDA comparison reflects a variance of 12.89%. Expenses reflect a variance of 10.92%.

In the Big Corkscrew SDA, a variance in revenue of 24.4% is reflected due to higher interest rates. Expenses reflect a variance of 13.94%.

IMPACT FEE FUND - Comparison with Budget

As of January 31, 2023, impact fee revenue earned plus interest total \$76,760 or 13.27% of the annual budget. Expenses total \$61,435 or 10.62% of budget for the year due to the annual debt service payment made in October. NCFR has collected \$131,596 in impact fees YTD (considered deferred revenue).

INSPECTION/PLAN REVIEW FEE FUND - Comparison with Budget

Revenue

As of January 31, 2023, total revenue received is \$460,157 or 21.9% of budgeted revenue which included inspection fees, plan review fees and interest. Similar to the Impact Fee Fund, payments received are in arrears and are from the previous month.

Expenses

Expenses total \$663,760 or 29.47% of the total budget. This is appropriate for this time of year since we have completed 4 months of the 2022/2023 fiscal year (33%).



North Collier Fire Control and Rescue District
Board of Fire Commissioners
REGULAR MONTHLY MEETING

AGENDA ITEM 8

Meeting Date: February 23, 2023
Prepared By: Chief Financial Officer Ben Van Klingeren
Subject: Consent Agenda

UN-BUDGETED PURCHASES (per policy 2.02, Section 2F)

| | | | |
|---------------------------------------|--|--------------|-------------|
| General Fund (Unbudgeted) | | (NONE - n/a) | |
| TOTAL GENERAL FUND UN-BUDGETED | | | \$ - |

EMERGENCY PURCHASES (per Policy 2.03, Section VII)

| | | | |
|----------------------------------|---|--|------------------|
| General Fund | | | |
| 1 | Item Description: | Boat Lift Replacement (Island Marina) - 27,000 lb highspeed lift on 6 pilings | |
| | Declared Emergency (or nature of emergent purchase): | Hurricane Ian (Destroyed due to storm) | |
| | Requested By: | Kris Thomas, Assistant Chief | |
| | Approved By: | Eloy Ricardo, Fire Chief | |
| | G/L Account: | 001-5220-052-007 | |
| | Budget Line: | GF - 108 | |
| | Bids/Quotes: | | |
| | Vendor Paid: | Nelson Marine Construction, Inc. | \$ 32,828 |
| | Bid #2: | Greg Orick II Marine Construction, Inc. | \$ 38,090.24 |
| | Bid #3: | n/a | \$ - |
| TOTAL EMERGENCY PURCHASES | | | \$ 32,828 |

| | |
|---------------------------------------|-------------|
| ADDITION OF FIXED ASSETS | |
| (NONE - n/a) | |
| TOTAL ADDITION OF FIXED ASSETS | \$ - |

| | |
|--|-------------|
| DELETION OF FIXED ASSETS | |
| (NONE - n/a) | |
| TOTAL DELETION OF FIXED ASSETS (original cost) | \$ - |
| TOTAL DELETION OF FIXED ASSETS (NET BOOK VALUE) | \$ - |

| | |
|----------------------|-------------|
| OTHER | |
| (NONE - n/a) | |
| TOTAL - OTHER | \$ - |