



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

**AGENDA (FINAL)**

**THURSDAY, FEBRUARY 29, 2024 ■ 9:00 AM**  
1885 Veterans Park Drive ■ Naples, FL 34109

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- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA**
- 4. APPROVAL OF MINUTES**
  - A. January 25, 2024 Board of Fire Commissioners' Meeting
- 5. CHIEF'S REPORT**
- 6. TREASURER'S REPORT**
  - A. January 2024
- 7. LABOR REPORT**
- 8. CONSENT AGENDA**

Table 1: Expenditures for Board approval

<b>Category</b>	<b>Amount</b>
General Fund Unbudgeted	\$60,000
General Fund Emergency Purchases	\$0
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$10,373
Other	\$0



**9. OLD BUSINESS**

**10. NEW BUSINESS**

- A. Request Board Approval of Agreement Providing for Land Swap with Lodge/Abbott Investments Associates, the Waiver of Inspection fees, and the Potential Construction by Lodge/Abbott Investments Associates of New Fire Station, Subject to Future Agreement to be Presented to Board
- B. Request Board Approval to Lease District Owned Property on Kathleen Court for Short Term Basis
- C. Request Board Approval of Revised District Policies

**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 25, 2024 ■ 9:00 AM**

1885 Veterans Park Drive ■ Naples, FL 34109

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**1. CALL TO ORDER**

Meeting called to order at 9:00 a.m. by Chairman Feder. With five of five commissioners present, quorum was met.

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA**

Commissioner Lombardo moved to approve agenda as presented. Commissioner Crossan seconded. MOTION CARRIED 5:0

**4. APPROVAL OF MINUTES**

- A. November 26, 2023 Board of Fire Commissioners' Meeting
- B. December 14, 2023 Board of Fire Commissioners' Special Meeting

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

**5. CHIEF'S REPORT**

Commissioner Lombardo asked for a moment of silence for upcoming International Holocaust Remembrance Day. Life Saving Awards were given to Station 40 emergency response crew members Luis Marcos (present), Giovanni Campobasso (not present) and Michael McDaniel (present) for assisting in the life save of James Heffelfinger. Adriana Kinn was also commended for her utilization of CPR prior to emergency response arrival. Fire Chief Eloy Ricardo gave verbal report. Chairman Feder requested Staff consider a meeting between Collier County fire districts and Collier County Sheriff's Office regarding growth and its effects on countywide emergency response.

**6. TREASURER'S REPORT**

- A. November 2023
- B. December 2023

Commissioner Calamari read prepared summary of financial highlights for November and December 2023 Treasurer's Reports. Board accepted reports as presented into record.



**7. LABOR REPORT**

No report given.

**8. CONSENT AGENDA**

Table 1: Expenditures for Board approval

Category	Amount
General Fund Unbudgeted	\$0
General Fund Emergency Purchases	\$0
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$208,507
Other	\$0

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

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

**A. Annual Election of Board Officers**

Commissioner Calamari moved to keep Board Officer positions the same as current with Norman Feder as Chairman, Christopher Lombardo as Vice Chairman and James Calamari as Secretary-Treasurer. Commissioner Burke seconded. Commissioner Lombardo indicated he would like to nominate himself for Chairman. Commissioner Calamari rescinded his original motion and made a new motion to nominate Christopher Lombardo as Chairman, Norman Feder as Vice Chairman and James Calamari as Secretary-Treasurer. Commissioner Crossan seconded the motion. MOTION CARRIED 5:0

**B. Annual Board Appointments to Committees**

Commissioner Calamari moved to continue with himself on the Recognition Committee and Commissioner Crossan on the Medical Insurance Committee. Commissioner Lombardo seconded. MOTION CARRIED 5:0

**C. Request Board Approval of the 2023 Statewide Mutual Aid Agreement (“SMAA”) with the Florida Division of Emergency Management by Adoption of Resolution 24-001**



Commissioner Calamari moved to adopt Resolution 24-001 approving the 2023 Statewide Mutual Aid Agreement with the Florida Division of Emergency Management. Commissioner Burke seconded. MOTION CARRIED 5:0

**D. Request Board Approval of District Policies**

Commissioner Calamari moved to approve District policies as presented. Commissioner Burked seconded. MOTION CARRIED 5:0

**E. Request Board Approval of Amended Interlocal Agreement with Collier County Concerning Fire Plans Review and Inspection**

Commissioner Lombardo moved to approve the amended interlocal agreement with Collier County concerning fire plans review and inspection. Commissioner Calamari seconded. MOTION CARRIED 5:0

**11. COMMENTS BY COMMISSIONERS**

Commissioner comment was given. Chief Ricardo indicated he would update the Board regarding mental health initiative at the February meeting, including updates for work with UCF and implementation of a mobile health care unit.

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

None

**13. ADJOURNMENT**

Commissioner Feder moved to adjourn the meeting. Commissioner Crossan seconded. MOTION CARRIED 5:0. Meeting adjourned at 10:20 a.m.



**AGENDA ITEM 6**

**Meeting Date:** February 29, 2024  
**Prepared By:** Chief Financial Officer Ben Van Klingerren  
**Subject:** Treasurer's Report - January 2024

The following is information for the Treasurer's Report for the February 29, 2024 Board Meeting:

**GENERAL FUND**

**Revenue**

The following is the breakdown of revenue for the period ended January 31, 2024 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.

		<b>NN SDA</b>	<b>% of</b>	<b>BC SDA</b>	<b>% of</b>	<b>North Collier</b>	<b>% of</b>
		<b>1/31/2024</b>	<b>Budget</b>	<b>1/31/2024</b>	<b>Budget</b>	<b>1/31/2024</b>	<b>Budget</b>
Ad Valorem	\$	40,910,739	89.45%	\$ 11,250,592	90.69%	\$ 52,161,331	
Fees	\$	251,586	39.07%	\$ -	0.00%	\$ 251,586	
Other Revenue	\$	664,434	76.62%	\$ 226,593	74.61%	\$ 891,028	
<b>Total Revenue</b>	<b>\$</b>	<b>41,826,760</b>	<b>88.52%</b>	<b>\$ 11,477,185</b>	<b>90.31%</b>	<b>\$ 53,303,944</b>	<b>88.90%</b>

**Expenses**

The following is the breakdown of expenses for the period ended January 31, 2024 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**

		<b>NN SDA</b>	<b>% of</b>	<b>BC SDA</b>	<b>% of</b>	<b>North Collier</b>	<b>% of</b>
<b>Expenses</b>		<b>1/31/2024</b>	<b>Budget</b>	<b>1/31/2024</b>	<b>Budget</b>	<b>1/31/2024</b>	<b>Budget</b>
Personnel	\$	13,751,931	38.00%	\$ 4,107,720	38.00%	\$ 17,859,651	38.00%
Operating	\$	2,752,061	30.72%	\$ 822,044	31.16%	\$ 3,574,105	30.82%
Debt Service	\$	527,758	69.21%	\$ 157,642	69.21%	\$ 685,399	69.21%
Capital	\$	1,240,338	83.16%	\$ 370,491	83.16%	\$ 1,610,829	83.16%
<b>Total Expenses</b>	<b>\$</b>	<b>18,272,088</b>	<b>38.55%</b>	<b>\$ 5,457,896</b>	<b>38.65%</b>	<b>\$ 23,729,984</b>	<b>38.57%</b>

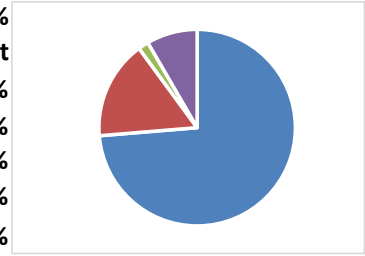
It should be noted that there are four general types of expenditures in terms of payment impact on the fiscal year:

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:

	<b>Adj Amounts North Collier</b>	<b>Adj. % of Budget</b>
<b>Personnel</b>	<b>\$ 14,190,883</b>	<b>30.20%</b>
<b>Operational</b>	<b>\$ 3,127,514</b>	<b>26.97%</b>
<b>Debt Service</b>	<b>\$ 330,106</b>	<b>33.33%</b>
<b>Capital</b>	<b>\$ 1,610,829</b>	<b>83.16%</b>
<b>Total</b>	<b>\$ 19,259,332</b>	<b>31.31%</b>



As identified above, when adjustments are made to the actual expenses based on known prepaid and accrual adjustments, General Fund expenses are at 31.31% which is reasonable as we have completed 4 months of the 2023/2024 fiscal year (33%).

**General Fund Comparison with Prior Year:**

Included with the General Fund Financial Statement is a comparison to January 2023 of each service delivery area, noting the percentage of variance. In brief, total revenue in the NN SDA comparison reflects a variance of 10.49%. Expenses reflect a variance of 22.91%.

In the Big Corkscrew SDA, a variance in revenue of 19.02% is reflected due to higher interest rates. Expenses reflect a variance of 56.51% - primarily due to higher allocation rates and increased budget line items in the current year versus the prior year.

**IMPACT FEE FUND - Comparison with Budget**

As of January 31, 2024, NCFR has received \$127,143 in Impact Fund interest income. Expenses total \$5,272. Additionally, the District received \$352,189 for Impact Fees through January which was considered deferred revenue. (October receipts were accrued into the prior year financial statements).

**INSPECTION/PLAN REVIEW FEE FUND - Comparison with Budget**

**Revenue**

As of January 31, 2024, total revenue received is \$680,312 or 34% of budgeted revenue which includes 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 \$699,668 or 34.5% of the total budget. This is appropriate for this time of year since we have completed four of the 2023-2024 fiscal year (33%).



Asset Category: Furniture, Fixtures & Equipment  
 Asset I.D. Number: 70317 / 4336 (FA-CS)  
 Description: Sofa  
 Cost: \$1,649.91  
 Reason for Deletion: Poor Condition  
 Intended Disposal: Scrapped  
 Additional Information:

Original Cost	\$	1,650
Est Net Book Value	\$	206

<b>TOTAL DELETION OF FIXED ASSETS (original cost)</b>	<b>\$</b>	<b>10,373</b>
<b>TOTAL DELETION OF FIXED ASSETS (NET BOOK VALUE)</b>	<b>\$</b>	<b>4,616</b>

**OTHER**

1 N/A - NONE

<b>TOTAL - OTHER</b>	<b>\$</b>	<b>-</b>
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**North Collier Fire Control and Rescue District  
Board of Fire Commissioners  
REGULAR MONTHLY MEETING**

**AGENDA ITEM 10A**

**Meeting Date:** February 29, 2024  
**Prepared by:** Laura Donaldson, District Counsel  
**Subject:** Agreement for Simultaneous Like-Kind Exchange, Inspection Fee Waiver and Construction of New Fire Station

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**Objective**

To receive Board approval related to the request for a land swap, a waiver of inspection fees, and the potential construction of a new fire station on the newly acquired District property.

**Background Information**

The District was approached by Lodge/Abbott Investment Associates LLC (Lodge/Abbott) regarding a potential land exchange. The District's property is approximately 1.56 acres, is located at 1121 Sun Century Rd, and has a 8,565 square feet metal building and parking lot (District property). The proposed land to be exchanged for the District property is approximately 1.91 acres of vacant land and is located within the Kalea Bay development (Lodge/Abbott Property). Lodge/Abbott has already rezoned the Lodge/Abbott property to allow a fire station to be constructed. Due to the current and future development within this area of the District, a future fire station is needed.

Below is a summary of major provisions within the Agreement for Simultaneous Like-Kind Exchange, Inspection Fee Waiver and Construction of New Fire Station Agreement (Agreement):

- Internal Revenue Code Section 1031: Lodge/Abbott will pay for charges in connection with the land exchange, and each party has apportioned closing costs.
- Consideration: Properties are valued at approximately \$1,550,000.
- Surveys: Each party has the ability to survey the other party's property.
- Evidence of Title: Each party must obtain title insurance commitment.
- Inspections/Due Diligence/Cure Requirements: Each party has the ability to inspect the other party's property. Each party has the ability to cure title exceptions and environmental issues. The Agreement may be cancelled if there are environmental issues or if a title exception exceeds \$5000 to resolve.
- Lot Split: Lodge/Abbott is responsible for seeking approval of a lot split associated with the Lodge/Abbott property prior to the Closing.
- Inspection Fees Waiver: The District is waiving all review and inspection fees associated with the initial construction by Lodge/Abbott (and/or any affiliate) associated with the Tower 500 at Kalea Bay, and the clubhouse and all other buildings and improvements to be constructed on the property known as "The Kinsale Golf Club." Fees associated with

**North Collier Fire Control and Rescue District  
Board of Fire Commissioners  
REGULAR MONTHLY MEETING  
AGENDA ITEM 10A**

inspections performed in connection with future renovations, modifications, or repairs of such improvements are not waived.

- **New Fire Station Construction:** Following the Closing, Lodge/Abbott (or an affiliate) is required to provide a proposed contract for the construction of a fire station. Lodge/Abbott is required to charge the District a fee equal to cost plus seven and one-half percent (7.5%) of all actual expended costs (including, without limitation, a mutually agreed upon contingency and allowances), and a separate fee for general conditions costs, proposed architectural plans, and modified AIA-133 and AIA-201 construction contracts. The price proposed by Lodge/Abbott is valid for 6 months, and if delays occur, Lodge/Abbott can offer a revised price.

The District believes that there will be cost savings if Lodge/Abbott constructs a new fire station on the Lodge/Abbott property due to Lodge/Abbott (or an affiliate) already having contractors onsite. This provision does not guarantee that Lodge/Abbott will construct a new fire station or that a fire station will be built on the Lodge/Abbott property. In effect, this provision is an agreement to agree if the parties can reach a future agreement on the construction contract.

If the District agrees to a construction contract, price, and plans, a separate agreement will need to be approved by the Board. In addition, as part of that approval process, the Board will need to approve the District's sole source procurement of the contract. This obligation expires 2 years after the Closing.

**Fiscal Impact**

Closing costs associated with title insurance and the land swap should be minimal. It is estimated that the District is waiving approximately \$100,000 in review and inspection fees.

**Recommendation**

Staff recommends the approval of the Agreement as it allows the District to have property in an area that is needed for a future fire station with minimal cost and avoids the District surplusing property and the associated costs. If the District elects to have Lodge/Abbott construct a fire station in accordance with the Agreement and a separately negotiated agreement, the District may receive cost savings.

**Attachments**

- Attachment 1: Agreement for Simultaneous Like-Kind Exchange, Inspection Fee Waiver and Construction of New Fire Station between the District and Lodge/Abbott Investments Associates LLC
- Attachment 2: Resolution Approving Land Exchange and Designating Authority to Execute Documents

**North Collier Fire Control and Rescue District  
Board of Fire Commissioners  
REGULAR MONTHLY MEETING  
AGENDA ITEM 10A**

**Proposed Motion**

I move to approve the Agreement for Simultaneous Like-Kind Exchange, Inspection Fee Waiver and Construction of New Fire Station between the District and Lodge/Abbott Investments Associates LLC.



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

**AGENDA ITEM 10B**

**Meeting Date:** February 29<sup>th</sup>, 2024  
**Prepared By:** Assistant Chief Kris Thomas  
**Date:** February 22<sup>nd</sup>, 2024  
**Subject:** Proposed Leases for District Owned Property

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**Objective:**

Obtain Board approval and ratification of proposed lease agreements for District owned property at 5604 & 5605 Kathleen Ct and 1941 Pine Ridge Rd.

**Background Information:**

Since 2004, the District has owned property at 5604 & 5605 Kathleen Ct, along with the adjoining parcel to the south at 1941 Pine Ridge Rd. In 2015, the District approved a one-year lease agreement with Reliable Disposal & Recycling for the property at 5604 & 5605 Kathleen Ct. That lease has continued on a month to month basis following term expiration in March 2016.

In November 2023, the District was approached by Gulf Bay Development with interest in leasing 5604 Kathleen Ct and +/- half of the property at 1941 Pine Ridge Rd. Gulf Bay is the contractor of record constructing the final high rise building in Pelican Bay. Because their project is the final development piece in Pelican Bay, there is no nearby available vacant land for parking and equipment staging. Gulf Bay would utilize our land for employee parking and staging of some supplies and equipment.

Subsequent discussion with Reliable Disposal & Recycling, the current tenant on Kathleen Ct, revealed that they would be interested in continuing a lease agreement for the remaining 5605 Kathleen Ct parcel. Reliable Disposal would continue their current use of District property for storage of dumpsters.

In addition, Everglades Equipment Group, which operates a business adjacent to the Pine Ridge property has proposed a lease agreement for the remaining portion of the 1941 Pine Ridge Rd parcel. Everglades Equipment (formerly Everglades Farm Equipment) would utilize the parcel for parking and storage of equipment & supplies.

**Considerations**

Although these properties have been the center of discussion in the past for the development of District facilities, staff feels there are several projects in planning ahead of the development of these parcels. These proposed leases, with similar commencement and expiration dates, would

all be expired and/or default to month-to-month continuation no later than September 2026. Additionally, any future development direction of these properties can enter planning phases (including site evaluations, architectural design, engineering, permitting, etc.) while they are occupied by these land lease holders. Development planning and permitting prior to construction is a lengthy process.

**Fiscal Impact:**

Ratification of the proposed leases with Gulf Bay Development LV, LLC, Reliable Disposal & Recycling, Inc., and EFE, Inc. (Everglades Equipment Group) would bring in no less than \$312,250 in revenue to the District through September 2026. Annual revenue from the existing tenant on Kathleen Ct. brings in revenue of \$24,000 annually.

**Recommendation:**

Staff recommends the approval and ratification of the leases as proposed for the property at 5604 & 5605 Kathleen Ct and 1941 Pine Ridge Rd.

**Attachments:**

- Attachment 1: Lease Agreement with Gulf Bay Development LV, LLC
- Attachment 2: Lease Agreement with Reliable Disposal & Recycling, Inc.
- Attachment 3: Lease Agreement with EFE, Inc. (Everglades Equipment Group)