



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

AGENDA

THURSDAY, OCTOBER 31, 2024 ■ 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. October 3, 2024 Board of Fire Commissioners' Meeting (Rescheduled from 09-26-2024)
 - B. October 3, 2024 Final Budget Hearing FY 2024-2025 (Rescheduled from 09-26-2024)
- 5. CHIEF'S REPORT**
- 6. TREASURER'S REPORT**
 - A. September 2024
- 7. LABOR REPORT**
- 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	\$33,950
Other	\$0



9. OLD BUSINESS

10. NEW BUSINESS

- A. Request Approval of FY 2024 SHSGP Grant Agreement to Administer District Response Team for Regional HazMat Services
- B. Request Approval for Proposed Contract Extension to Agreement with Lodge/Abbott for Like-Kind Exchange, Inspection Fee Waiver, and Construction of New Fire Station.

11. COMMENTS BY COMMISSIONERS

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

13. ADJOURNMENT

F E M I N A L



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

MINUTES

THURSDAY, OCTOBER 3, 2024 ■ 4:30 PM
(Rescheduled from September 26, 2024)
1885 Veterans Park Drive ■ Naples, FL 34109

1. CALL TO ORDER

Commissioner Norman Feder called meeting to order at 4:33 p.m. With four of five commissioners present (James Burke, James Calamari, Christopher Crossan, and Norman Feder), quorum was met. Chairman Christopher Lombardo was absent.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA

Staff noted for the record that the meeting was rescheduled from September 26, 2024 to October 3, 2024, due to District offices closing for the pending Hurricane Helene storm.

Commissioner Burke moved to approve agenda as presented. Commissioner Crossan seconded. MOTION CARRIED 4:0

4. APPROVAL OF MINUTES

A. August 29, 2024 Board of Fire Commissioners' Meeting

B. September 12, 2024 Tentative Budget Hearing

Commissioner Calamari moved to approve both sets of minutes as presented. Commissioner Burke seconded. MOTION CARRIED 4:0

5. CHIEF'S REPORT

Fire Chief Eloy Ricardo gave verbal report.

6. TREASURER'S REPORT

A. August 2024

Commissioner Calamari read prepared summary of prepared financial highlights for the August 2024 Treasurer's Report. Board accepted report as presented into record.

7. LABOR REPORT

Local 2297 DVP Chief John Stanfill gave verbal report.

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	\$30,882
Other	\$0

Commissioner Crossan moved to approve Consent Agenda as presented. Commissioner Calamari seconded. MOTION CARRIED 4:0

Chairman Lombardo joined the meeting at 4:44 p.m. Commissioner Feder turned the meeting over to Chairman Lombardo.

9. OLD BUSINESS

A. Request Approval of Revisions to Agreement Between District and Florida Southwestern State College for Provision of Services to North Collier Fire Training Facility

Commissioner Calamari moved to approve as presented per staff recommendation revisions to the agreement between FSW and the District to operate an education program utilizing the facilities of the North Collier Fire Training Center. Commissioner Burke seconded. MOTION CARRIED 5:0

10. NEW BUSINESS

A. Request Approval to Renew Worker’s Compensation Insurance for Period of October 1, 2024 to September 30, 2025

Commissioner Feder moved to approve as presented per staff recommendation the renewal proposal from Marsh-McLennan Insurance and PGIT for worker’s compensation coverage for the period of October 1, 2024 through September 30, 2025. Commissioner Calamari seconded. MOTION CARRIED 5:0

B. Request Board Approval to Open Two (2) New First Horizon Bank Accounts in Conjunction with EMS Emergency and Non-Emergency Transportation Billing

Commissioner Calamari moved to approve as presented per staff recommendation the creation of two new bank accounts at First Horizon Bank. Chief Financial Officer Ben VanKlingeren gave summary information regarding the bank accounts. Commissioner Feder seconded. MOTION CARRIED 5:0



11. COMMENTS BY COMMISSIONERS

None

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

None

13. ADJOURNMENT

Commissioner Feder motioned to adjourn the meeting. Commissioner Burke seconded. MOTION CARRIED 5:0 Meeting adjourned at 4:50 p.m.

DRAFT



**NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT
FINAL BUDGET HEARING FOR 2024-2025 BUDGET**

MINUTES

THURSDAY, OCTOBER 3, 2024 ■ 5:05 PM
(Rescheduled from September 26, 2024)
1885 Veterans Park Drive ■ Naples, FL 34109

1. CALL TO ORDER

Chairman Christopher Lombardo called the meeting to order at 5:05 p.m. With five of five commissioners present. (James Burke, James Calamari, Christopher Crossan, Norman Feder, and Christopher Lombardo) Quorum was met.

Staff noted for the record that the meeting was rescheduled from September 26, 2024 to October 3, 2024, due to District offices closing for the pending Hurricane Helene storm.

2. PLEDGE OF ALLEGIANCE

3. DISCUSSION OF ROLLED BACK RATE NECESSARY TO FUND BUDGET AND PURPOSE FOR WHICH AD VALOREM REVENUE MAY BE INCREASED

As per statutory requirement, CFO Ben Van Klingerren disclosed the following: 1) current year rolled-back rate for North Naples SDA is 0.9337. The proposed millage rate as a percent change of the rolled back rate is 7.10%. and 2) current year rolled-back rate for Big Corkscrew SDA is 3.5870. The percent change of the rolled-back rate is 0.00%.

Ad valorem revenues are increasing because the taxable property value in each service delivery area increased more than the increase in the proposed millage rate over the rolled-back rate. The increase in ad valorem taxes is needed to fund the operation of the District, including various capital projects.

4. REVIEW OF FINAL BUDGETS FOR GENERAL FUND, IMPACT FEE FUND AND INSPECTION/PLAN REVIEW FEE FUND BUDGETS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2025

No changes to budget noted from the September 12, 2024 Tentative Budget Hearing.



5. ADOPTION OF MILLAGE RATE FOR THE NORTH NAPLES SERVICE DELIVERY AREA BY RESOLUTION 24- 014

Commissioner Calamari moved to adopt as presented Resolution 24-014 approving the final millage rate of 1.0 for the North Naples Service Delivery Area. Commissioner Feder seconded. MOTION CARRIED 5:0

6. ADOPTION OF MILLAGE RATE FOR THE BIG CORKSCREW ISLAND SERVICE DELIVERY AREA BY RESOLUTION 24-015

Commissioner Crossan moved to adopt as presented Resolution 24-015 approving the final millage rate of 3.5870 for the Big Corkscrew Island Service Delivery Area. Commissioner Calamari seconded. MOTION CARRIED 5:0

7. ADOPTION OF IMPACT FEE RATES FOR THE NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT BY RESOLUTION 24-016

Commissioner Feder moved to adopt as presented Resolution 24-016 approving the impact fee rates for the North Collier Fire Control and Rescue District. Commissioner Burke seconded. MOTION CARRIED 5:0 Commissioner Feder directed Staff to bring back to October 31, 2024 Board of Fire Commissioners' meeting an agenda item to discuss the initiation of a new impact fee study as the current impact fee schedule of fees is not keeping up with District demands.

8. ADOPTION OF FINAL GENERAL FUND BUDGET FOR THE NORTH NAPLES SERVICE DELIVERY AREA BY RESOLUTION 24-017

Commissioner Calamari moved to adopt as presented Resolution 24-017 approving the final General Fund budget for the North Naples Service Delivery Area. Commissioner Crossan seconded. MOTION CARRIED 5:0

9. ADOPTION OF FINAL GENERAL FUND BUDGET FOR THE BIG CORKSCREW ISLAND SERVICE DELIVERY AREA BY RESOLUTION 24-018

Commissioner Crossan moved to adopt as presented Resolution 24-018 approving the final General Fund budget for the Big Corkscrew Island Service Delivery Area. Commissioner Feder seconded. MOTION CARRIED 5:0



10. ADOPTION OF FINAL IMPACT FEE FUND BUDGET FOR THE NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT BY RESOLUTION 24-019

Commissioner Crossan moved to adopt as presented Resolution 24-019 approving the final Impact Fee Fund budget for the North Collier Fire Control and Rescue District. Commissioner Burke seconded. MOTION CARRIED 5:0

11. ADOPTION OF FINAL INSPECTION/PLAN REVIEW FEE FUND BUDGET FOR THE NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT BY RESOLUTION 24-020

Commissioner Calamari moved to adopt as presented Resolution 24-020 approving the Final Inspection/Plan Review Fee Fund budget for the North Collier Fire Control Rescue District. Commissioner Burke seconded. MOTION CARRIED 5:0

12. COMMENTS BY COMMISSION AND PUBLIC

None.

13. ADJOURNMENT

Commissioner Calamari moved to adjourn the meeting. Commissioner Feder seconded. MOTION CARRIED 5:0 Meeting adjourned at 5:22 p.m.



AGENDA ITEM 6

Meeting Date: October 31, 2024
Prepared By: Chief Financial Officer Ben Van Klingeren
Subject: Treasurer's Report - September 2024

GENERAL FUND

Revenue

The following is the breakdown of revenue for the period ended September 30, 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.

		NN SDA	% of	BC SDA	% of	North Collier	% of
		9/30/2024	Budget	9/30/2024	Budget	9/30/2024	Budget
Ad Valorem	\$	46,080,411	100.75%	\$ 12,567,458	101.31%	\$ 58,647,868	
Fees	\$	811,551	126.02%	\$ -	0.00%	\$ 811,551	
Other Revenue	\$	<u>2,209,771</u>	146.27%	\$ <u>876,122</u>	176.65%	\$ <u>3,085,893</u>	
Total Revenue	\$	49,101,733	102.53%	\$ 13,443,579	104.20%	\$ 62,545,312	102.88%

Expenses

The following is the breakdown of expenses for the period ended September 30, 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

		NN SDA	% of	BC SDA	% of	North Collier	% of
Expenses		9/30/2024	Budget	9/30/2024	Budget	9/30/2024	Budget
Personnel	\$	34,489,870	95.31%	\$ 10,302,169	95.31%	\$ 44,792,039	95.31%
Operating	\$	7,899,179	87.38%	\$ 2,359,495	88.62%	\$ 10,258,673	87.66%
Debt Service	\$	713,143	93.52%	\$ 213,017	93.52%	\$ 926,159	93.52%
Capital	\$	<u>2,230,844</u>	98.64%	\$ <u>666,356</u>	98.64%	\$ <u>2,897,200</u>	98.64%
Total Expenses	\$	45,333,035	93.95%	\$ 13,541,036	94.20%	\$ 58,874,072	94.01%

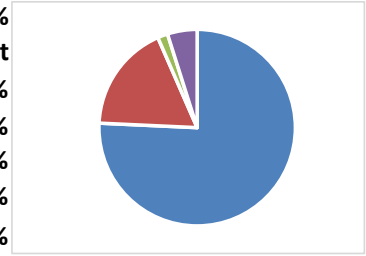
It should be noted that there are four general types of expenditures in terms of payment impact on the fiscal year:

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	\$ 44,947,110	95.64%
Operational	\$ 10,513,889	89.84%
Debt Service	\$ 990,318	100.00%
Capital	\$ 2,897,200	98.64%
Total	\$ 59,348,518	94.77%



As identified above, when adjustments are made to the actual expenses based on known prepaid and accrual adjustments, General Fund expenses are at 94.77% which is reasonable as we have completed 12 months of the 2023/2024 fiscal year.

General Fund Comparison with Prior Year:

Included with the General Fund Financial Statement is a comparison to September 2023 of each service delivery area, noting the percentage of variance. In brief, total revenue in the NN SDA comparison reflects a variance of 11.24%. Expenses reflect a variance of 7.84%.

In the Big Corkscrew SDA, a variance in revenue of 20.14% is reflected. Expenses reflect a variance of 37.32% - 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 September 30, 2024, NCFR has received \$395,579 in Impact Fund interest income. Expenses total \$17,268. Additionally, the District received \$960,143 for Impact Fees for the year which was considered deferred revenue. (October receipts were accrued into the prior year financial statements). September receipts are NOT included with the YTD totals.

INSPECTION/PLAN REVIEW FEE FUND - Comparison with Budget

Revenue

As of September 30, 2024, total revenue received is \$2,624,417 or 131% 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. September collections are NOT included with the YTD totals.

Expenses

Expenses total \$2,051,851 or 101% of the total budget. This is appropriate for this time of year as we have completed 12 months of the 2023-2024 fiscal year.



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

AGENDA ITEM 8

Meeting Date: October 31, 2024
Prepared By: Chief Financial Officer Ben Van Klingeren
Subject: Consent Agenda

UN-BUDGETED PURCHASES (per policy 213, Section 3, Part 6)

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

EMERGENCY PURCHASES (per Policy 212, Section 16)

(NONE - n/a)	
TOTAL EMERGENCY PURCHASES	\$ -

ADDITION OF FIXED ASSETS

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

DELETION OF FIXED ASSETS

Asset Category:	Firefighter Equipment		
Asset I.D. Number:	982 / 983 / 31051		
Description:	982 & 983 - Washer/Extractor /// 31051 - Lucas Chest Comp. System		
Cost:	\$33,950.16		
Reason for Deletion:	various - being replaced/traded in		
Intended Disposal:	(2) Washers - to be sold / Lucas - trade-in	Original Cost	\$ 33,950
Additional Information:	n/a	Est Net Book Value	\$ -

TOTAL DELETION OF FIXED ASSETS (original cost)	\$ 33,950
TOTAL DELETION OF FIXED ASSETS (NET BOOK VALUE)	\$ -

OTHER

(NONE - n/a)	
TOTAL - OTHER	\$0.00



AGENDA ITEM 10A

Meeting Date: October 31, 2024
Prepared by: Chief Financial Officer Ben Van Klingerren
Subject: Request for Board Approval of FY 2024 SHSGP Grant Agreement to administer the District Response Team (DRT) for regional HazMat services – Contract Number (TBD)

Objective

Obtain Board Approval of FY 2024 SHSGP Grant Agreement – Contract Number (TBD) - to administer the District Response Team (DRT) for regional HazMat services.

Background Information

Since 2002 the State of Florida has awarded State Homeland Security Grant Program (SHSGP) grants for Hazardous Materials/Weapons of Mass Destruction (WMD) to Regional Hazardous Material Teams throughout Florida. The Hazardous Material/WMD team is made up of Fire-Rescue Personnel from the following agencies throughout the county, City of Marco Island, City of Naples, and NCFR. The Collier HazMat Team covers Region 6 in the State of Florida. NCFR has administered previous SHSGP grants on behalf of the Collier team.

Considerations

The FY 2024 SHSGP (State Homeland Security Grant Program) Grant agreement totals \$86,590 and has a period of performance from September 1, 2024 through August 31, 2027. Budgeted equipment costs include various equipment and annual maintenance agreement renewals (for existing equipment and services).

Currently, no eligible costs have been incurred or encumbered. Consistent with prior grant awards, the grant program reporting will start once the grant agreement has been executed by both parties (i.e. NCFR and the Florida Division of Emergency Management). To execute the current grant agreement, the District will need to submit two (2) signed copies of the grant agreement to the Florida Division of Emergency Management.

Fiscal Impact

The District will have **\$86,590** to reimburse eligible expenditures through August 31, 2027. Management anticipates to update the 2024/2025 General Fund Budget to account for these expenditures and associated grant reimbursement.

Recommendation

Staff recommends that the Board approve the FY 2024 SHSGP Grant agreement – Contract Number (TBD) totaling \$86,590 for the period September 1, 2024 through August 31, 2027.



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

Attachments

Attachment 1: FY 2024 SHSGP Grant Subrecipient Award Notification

Attachment 2: FY 2024 SHSGP Grant Agreement – Contract Number (TBD)

Attachment 3: FY 2024 SHSGP Grant Agreement – Budget Worksheet

Proposed Motion

Approve the FY 2024 SHSGP Grant agreement totaling \$86,590 for the period September 1, 2024 through August 31, 2027 as presented.



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

AGENDA ITEM 10B

Meeting Date: October 31, 2024
Prepared by: Fire Chief Eloy Ricardo
Subject: Request for Board Approval of Proposed Contract Extension to Agreement with Lodge/Abbott for Like-Kind Exchange, Inspection Fee Waiver, and Construction of New Fire Station

Legal Counsel, Laura Donaldson, will be in attendance for a verbal report.

Attachments

Attachment 1: First Amendment Lodge/Abbott Exchange Agreement for Simultaneous Like-Kind Exchange, Inspection Fee Waiver and Construction of New Fire Station between the District and Lodge/Abbott Investments Associates LLC

Proposed Motion

Approve the First Amendment Lodge/Abbott Exchange Agreement for Simultaneous Like-Kind Exchange, Inspection Fee Waiver and Construction of New Fire Station between the District and Lodge/Abbott Investments Associates LLC