



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

**AGENDA**

**THURSDAY, JANUARY 30, 2025 ■ 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. December 19, 2024 Board of Fire Commissioners' Meeting
- 5. CHIEF'S REPORT**
- 6. TREASURER'S REPORT**
  - A. December 2024
- 7. LABOR REPORT**
- 8. CONSENT AGENDA**

Table 1: Expenditures for Board Approval

<b>Category</b>	<b>Amount</b>
General Fund Unbudgeted	\$62,650
General Fund Emergency Purchases	\$0
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$0
Other	\$0

**9. OLD BUSINESS**

None



**10. NEW BUSINESS**

- A. Request Approval of Amendment to 2016 Interlocal Agreement Between Collier County and District That Settled COPCN Lawsuit
- B. Request Approval of District Policies
- C. Request Approval of Extension to Interlocal Agreement for Re-Fueling Between District and Collier County

**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**

**THURSDAY, DECEMBER 19, 2024 ■ 9:00 AM**  
1885 Veterans Park Drive ■ Naples, FL 34109

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**1. CALL TO ORDER**

Chairman Christopher Lombardo called meeting to order at 9:00 a.m. With five of five commissioners present (James Burke, James Calamari, Christopher Crossan, Norman Feder, and Christopher Lombardo), quorum was met.

Chairman Lombardo requested a moment of silence in honor of the passing of retired Assistant Chief of Operations, John McMahon.

**2. PLEDGE OF ALLEGIANCE**

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

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

**4. APPROVAL OF MINUTES**

A. November 14, 2024 Board of Fire Commissioners' Meeting

Commissioner Crossan moved to approve the minutes as presented. Commissioner Burke seconded. MOTION CARRIED 5:0

**5. CHIEF'S REPORT**

Deputy Chief Michael Jimenez gave verbal report.

Chairman Lombardo requested that staff begin evaluating the District's hosting of periodic employee events for which retirees would be included as well as retiree engagement is important to the District.

**6. TREASURER'S REPORT**

A. November 2024

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

**7. LABOR REPORT**

Local 2297 President, Adam Wilson, gave verbal report.



## 8. CONSENT AGENDA

No Consent Agenda Items

## 9. OLD BUSINESS

None

## 10. NEW BUSINESS

### A. Annual Appointments of Commissioners to District Committees for Calendar Year 2025

Commissioner Calamari moved to approve to keep District committees the same as last year with Commissioner Calamari staying on the Recognition Committee and Commissioners Crossan and Burke staying on the Medical Insurance Committee for calendar year 2025. Commissioners Calamari, Crossan and Burke agreed to stay on their respective committees for the calendar year 2025. Commissioner Burke seconded. MOTION CARRIED 5:0

### B. Request Approval of Engagement of Laura Donaldson for 2025 Legislative Session

Commissioner Lombardo moved to approve per staff recommendation the Board waive the bidding policy and accept the proposal from Attorney Laura Donaldson of Manson, Bolves, Donaldson & Tanner to provide representation for the District before the 2025 Florida Legislative Session and any special sessions that may be held Winter 2024/25 or after the regularly scheduled 2025 Legislative Session. Commissioner Feder seconded. MOTION CARRIED 5:0

### C. Request Approval of Renewal of District's Auto, Property and Liability Insurance for the Period of January 1, 2025 through December 31, 2025

Commissioner Calamari moved to approve as presented the combined VFIS, Waypoint and Wright Insurance for property, liability, and auto insurance for the period of January 1, 2025 through December 31, 2025. Discussion ensued with the Board engaging Gallagher Insurance representative Jay Roth (in attendance) with questions regarding the pros and cons of a self-insured status. Commissioner Crossan seconded. MOTION CARRIED 5:0

### D. Request Approval of District Policies

Commissioner Crossan moved to approve as per staff recommendation the following policy changes, effective January 1, 2025:

- Rescission of 3.15 Insurance
- Approval of 308 Employee Benefits

Commissioner Calamari seconded. MOTION CARRIED 5:0

### E. Request for Adoption of Resolution 24-023 to Clarify Schedule of Fees for Permit Plan Review and Inspection Fees with Effective Date of January 1, 2025.

Commissioner Feder moved to adopt per staff recommendation Resolution 24-023 clarifying language in the Schedule of Fees for Permit Plan Review and Inspection Fees with an effective date of January 1, 2025. Commissioner Crossan seconded. MOTION CARRIED 5:0



### **11. COMMENTS BY COMMISSIONERS**

Commissioner comment was given.

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

None

### **13. ADJOURNMENT**

Commissioner Calamari moved to adjourn the meeting. Commissioner Crossan seconded.  
MOTION CARRIED 5:0 Meeting adjourned at 9:47 a.m.

DRAFT



**AGENDA ITEM 6**

**Meeting Date:** January 30, 2025  
**Prepared By:** Chief Financial Officer Ben Van Klingeren  
**Subject:** Treasurer's Report - December 2024

**GENERAL FUND**

**Revenue**

The following is the breakdown of revenue for the period ended December 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>12/31/2024</b>	<b>Budget</b>	<b>12/31/2024</b>	<b>Budget</b>	<b>12/31/2024</b>	<b>Budget</b>
Ad Valorem	\$	42,911,225	86.33%	\$ 11,845,384	88.64%	\$ 54,756,609	
Fees	\$	217,337	150.30%	\$ -	0.00%	\$ 217,337	
Other Revenue	\$	364,871	13.09%	\$ 104,521	29.01%	\$ 469,392	
<b>Total Revenue</b>	<b>\$</b>	<b>43,493,432</b>	<b>82.63%</b>	<b>\$ 11,949,905</b>	<b>87.07%</b>	<b>\$ 55,443,337</b>	<b>83.55%</b>

**Expenses**

The following is the breakdown of expenses for the period ended December 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>12/31/2024</b>	<b>Budget</b>	<b>12/31/2024</b>	<b>Budget</b>	<b>12/31/2024</b>	<b>Budget</b>
Personnel	\$	12,893,300	32.98%	\$ 3,636,572	32.98%	\$ 16,529,872	32.98%
Operating	\$	2,357,574	24.08%	\$ 664,957	24.27%	\$ 3,022,530	24.12%
Debt Service	\$	558,056	75.46%	\$ 157,400	75.46%	\$ 715,456	75.46%
Capital	\$	500,263	12.61%	\$ 141,100	12.61%	\$ 641,363	12.61%
<b>Total Expenses</b>	<b>\$</b>	<b>16,309,192</b>	<b>30.43%</b>	<b>\$ 4,600,029</b>	<b>30.48%</b>	<b>\$ 20,909,221</b>	<b>30.44%</b>

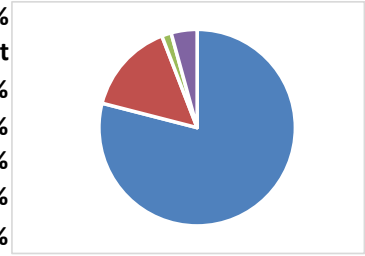
It should be noted that there are four general types of expenditures in terms of payment impact on the fiscal year:

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>\$ 11,860,122</b>	<b>23.66%</b>
<b>Operational</b>	<b>\$ 2,273,764</b>	<b>18.15%</b>
<b>Debt Service</b>	<b>\$ 237,034</b>	<b>25.00%</b>
<b>Capital</b>	<b>\$ 641,363</b>	<b>12.61%</b>
<b>Total</b>	<b>\$ 15,012,282</b>	<b>21.86%</b>



As identified above, when adjustments are made to the actual expenses based on known prepaid and accrual adjustments, General Fund expenses are at 21.86% which is reasonable as we have completed 3 months of the 2024/2025 fiscal year (25%).

**General Fund Comparison with Prior Year:**

Included with the General Fund Financial Statement is a comparison to December 2023 of each service delivery area, noting the percentage of variance. In brief, total revenue in the NN SDA comparison reflects a variance of 8.9%. Expenses reflect a variance of 13.8%.

In the Big Corkscrew SDA, a variance in revenue of 7.8% is reflected. Expenses reflect a variance of 7.5%.

**IMPACT FEE FUND - Comparison with Budget**

As of December 31, 2024, NCFR has received \$95,920 in Impact Fund interest income. Expenses total \$1,676. The District has received \$55,605 for Impact Fees, which is considered deferred revenue.

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

**Revenue**

As of December 31, 2024, total revenue received is \$225,948 or 10% 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 \$552,521 or 25% of the total budget. This is appropriate for this time of year as we have completed 3 months of the 2024-2025 fiscal year (25%).



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

**AGENDA ITEM 8**

**Meeting Date:** January 30, 2025  
**Prepared By:** Chief Financial Officer Ben Van Klingeren  
**Subject:** Consent Agenda

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

**General Fund (Unbudgeted)**

<b>1</b>	<b>Item Description:</b>	Power load stretchers (qty: 2) - including shipping		
	<b>Requested By:</b>	Assistant Chief Kris Thomas		
	<b>G/L Account:</b>	001-5220-064-002		
	<b>Budget Line:</b>	163		
	<b>Budget Line Amount (NCFR)</b>	\$	526,550	
	<b>Available Line</b>	\$	142,780	
	<b>Bids/Quotes:</b>			
	<b>Bid #1:</b>	Stryker	\$	62,650
	<b>Bid #2:</b>	n/a		
	<b>Bid #3:</b>	n/a		
	<b>Waive Bidding Policy?</b>	Yes	<b>Reason:</b>	Sole Source Vendor
	<b>Recommendation:</b>	Stryker	\$	62,650

**TOTAL GENERAL FUND UN-BUDGETED** \$ 62,650

**EMERGENCY PURCHASES (per Policy 212, Section 16)**

General Fund	(NONE - n/a)		
<b>TOTAL EMERGENCY PURCHASES</b>		\$	-

**ADDITION OF FIXED ASSETS**

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

**DELETION OF FIXED ASSETS**

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

**OTHER**

1 N/A - NONE			
<b>TOTAL - OTHER</b>		\$	-



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

**AGENDA ITEM 10A**

**Meeting Date:** January 30, 2025  
**Prepared by:** Laura Donaldson, District Counsel  
**Subject:** Request Approval of Amendment to 2016 Interlocal Agreement Between Collier County and District That Settled COPCN Lawsuit

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**Objective**

Request Approval of Amendment to 2016 Interlocal Agreement Between Collier County and District That Settled COPCN Lawsuit

**Background Information**

When the Collier County Board of County Commissioners denied the District's expansion into the area associated with the Big Corkscrew Island Fire Control and Rescue District following the 2014 merger, the District challenged the County's decision. A resolution was eventually reached and a settlement agreement that provided for the District's COPCN was executed. In 2017, the settlement agreement was amended to extend it by one year and provide for automatic extensions subject to termination by either party. The settlement agreement includes a provision that states that if the settlement agreement is terminated, the District's COPCN is revoked on the termination date. Due to the adoption of Ordinance 2024-25 by the Collier County Board of County Commissioners, the settlement agreement is obsolete and inconsistent with the ordinance.

**Staff Recommendation**

Staff recommends the Board approve the Second Amendment to the interlocal agreement between Collier County and the District

**Attachments**

Attachment 1: Proposed Second Amendment to Interlocal Agreement

**Proposed Motion**

Move to approve the Second Amendment to the interlocal agreement between Collier County and the District



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

**AGENDA ITEM 10C**

**Meeting Date:** January 30, 2025  
**Prepared by:** Fire Chief Eloy Ricardo  
**Subject:** Request for Board Approval of Extension of the Interlocal Agreement Between Collier County and North Collier Fire Control and Rescue District Regarding Fuel Provisions During Extended Fire Operations

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**Objective**

For Board Approval of an Extension of the Interlocal Agreement Between Collier County and North Collier Fire Control and Rescue District (the “District”) Regarding Fuel Provisions During Extended Fire Operations

**Background Information**

On July 10, 2018, the Board of County Commissioners of Collier County, Florida adopted a Resolution No. 2018-22 authorizing its chair to execute interlocal agreement with local governments, independent fire districts and other first responder agencies for re-fueling during wildfires without further board action (Attachment 1). Collier County Bureau of Emergency Collier County and North Collier Fire Control and Rescue District entered into an Interlocal Agreement for Re-Fueling on April 12, 2018 (Attachment 2), which is a program to aid Collier County agencies fighting wildfires for extended periods of time. Those agencies wishing to further extend in the program are required to approve and execute the “Extension of Interlocal Agreement for Re-Fueling” (the “Agreement”) (Attachment 3).

Collier County provides fuel to designated agencies as ‘a last resort’ with the designated agencies making good faith efforts to establish their own commercial accounts to meet the needs of their jurisdiction as well as those of incoming mutual-aid resources assisting the respective independent fire districts.

Collier County will only charge for fuel at its wholesale or governmental entity costs, and will not charge for the services of the re-fueling vehicle or its operator. Appropriate tracking forms will be utilized by Collier County to ensure proper documentation of re-fuels. The County will invoice the designated agencies at a term of net 30 days. The Agreement is valid for a period of three years with (3) one-year automatic renewals, with a 60-day written notice of termination by either party. The Agreement will be automatically extended on an annual basis, unless either party gives at least 60 days written notice of termination.

**Staff Recommendation**

Staff recommends that the Board approve and execute the Agreement with Collier County.

**Attachments**

Attachment 1: Collier County Resolution No. 2018-122



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

Attachment 2: 2018 Interlocal Agreement for Re-Fueling

Attachment 3: Extension of Interlocal Agreement for Re-Fueling

**Proposed Motion**

Move to approve the Extension of the Interlocal Agreement Between Collier County and North Collier Fire Control and Rescue District (the "District") Regarding Fuel Provisions During Extended Fire Operations.