



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

**AGENDA**

**THURSDAY, OCTOBER 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. 09-25-2025 Board of Fire Commissioners' Meeting
  - B. 09-25-2025 Final Budget Hearing for 2025-2026 Fiscal Year

**5. CHIEF'S REPORT**

**6. TREASURER'S REPORT**

**7. LABOR REPORT**

**8. CONSENT AGENDA**

Table 1: Expenditures for Board Approval

<b>Category</b>	<b>Amount</b>
General Fund Unbudgeted	\$0
General Fund Emergency Purchases	\$79,830
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$119,823.87
Other	\$0

**9. OLD BUSINESS**

- A. Procurement of Fire Apparatus and Equipment Within Current Industry Trends (Recurring Discussion Item)



**10. NEW BUSINESS**

- A. Request Approval of Revised District Policies
- B. Request Approval of Accounts Receivable Write-Offs
- C. Request Approval of Fire Chief Annual Increase
- D. Selection of Commissioner to Fill Vacancy in Seat #2
- E. Request for Approval for Procurement of Information Technology Resources via State of Florida NASPO Master Agreement and Capital Lease

**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, SEPTEMBER 25, 2025 ■ 4:30 PM**  
1885 Veterans Park Drive ■ Naples, FL 34109

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**1. CALL TO ORDER**

Vice-Chairman Feder called meeting to order at 4:32 p.m. With three of four Commissioners present (Christopher Crossan, Norman Feder and James Calamari), quorum was met. Chairman Christopher Lombardo was absent.

**2. PLEDGE OF ALLEGIANCE**

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

Commissioner Calamari moved to approve agenda as presented. Commissioner Crossan seconded. MOTION CARRIED 3:0

**4. APPROVAL OF MINUTES**

- A. July 31, 2025 Board of Fire Commissioners' Meeting
- B. August 11, 2025 2025-2026 Budget Workshop
- C. August 11, 2025 Emergency Meeting to Approve 2025-2026 Employee Benefit Package
- D. September 10, 2025 Tentative Budget Hearing for 2025-2026 Fiscal Year Budget

Commissioner Calamari moved to approve all four sets of minutes as presented. Commissioner Crossan seconded. MOTION CARRIED 3:0

**5. CHIEF'S REPORT**

Fire Chief Eloy Ricardo indicated he would give comments throughout agenda in order to conserve time as the Final Budget Hearing was due to begin at 5:05 pm.

**6. TREASURER'S REPORT**

- A. July 2025
- B. August 2025

Commissioner Calamari read both prepared summaries for the July 2025 and August 2025 Treasurer's Reports. Board accepted reports as presented into record.

**7. LABOR REPORT**

Local 2297 Secretary, Dario Aviles, 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	\$6,613
Deletion of Fixed Assets	\$2,000
Other	\$0

Commissioner Crossan moved to approve Consent Agenda as presented. Commissioner Calamari seconded. MOTION CARRIED 3:0

**9. OLD BUSINESS**

**A. Procurement of Fire Apparatus and Equipment Within Current Industry Trends (Recurring Discussion Item)**

Fire Chief Eloy Ricardo gave verbal update.

**B. Request Ratification of Medical Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners’ Meeting**

Commissioner Calamari moved to accept as presented Ratification of Medical Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners’ Meeting. Commissioner Crossan seconded. MOTION CARRIED 3:0

**C. Request Ratification of Dental Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners’ Meeting**

Commissioner Calamari moved to accept as presented Ratification of Dental Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners’ Meeting. Commissioner Crossan seconded. MOTION CARRIED 3:0

**D. Request Ratification of Short-Term Disability and Long-Term Disability Insurance Policies for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners’ Meeting**

Commissioner Crossan moved to accept as presented Ratification of Short-Term Disability and Long-Term Disability Insurance Policies for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners’ Meeting. Commissioner Calamari seconded. MOTION CARRIED 3:0



Chairman Lombardo joined the meeting at 4:47 p.m. Commissioner Feder turned the meeting over to Chairman Lombardo.

**E. Request Ratification of Life Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners' Meeting**

Commissioner Calamari moved to accept as presented Ratification of Life Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners' Meeting. Commissioner Feder seconded. MOTION CARRIED 4:0

**F. Request Ratification of Voluntary Vision Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners' Meeting**

Commissioner Crossan moved to accept as presented Ratification of Voluntary Vision Insurance Policy for 2025-2026 Fiscal Year Approved at Prior August 11, 2025 Emergency Board of Fire Commissioners' Meeting. Commissioner Feder seconded. MOTION CARRIED 4:0

**10. NEW BUSINESS**

**A. Request Approval for Renewal of Workers' Compensation Insurance for 2025-2026 Fiscal Year**

Commissioner Crossan 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, 2025 through September 30, 2026. Commissioner Feder seconded. CFO Ben Van Klingeren and Deputy Director Lori Freiburg gave summary remarks. MOTION CARRIED 4:0

**B. Request Approval for Renewal of Counseling Associates Agreement for 2025-2026 Fiscal Year**

Commissioner Calamari moved to approve as presented per staff recommendation the renewal agreement from Counseling Associates of America, LLC for behavioral health services for the period of October 1, 2025 through September 30, 2026. Commissioner Crossan seconded. Deputy Director Freiburg gave summary remarks. MOTION CARRIED 4:0

**C. Request Approval of Interlocal Agreement between District and Immokalee Fire Control District for Medical Director Services**

Commissioner Calamari moved to approve as presented per staff recommendation the Interlocal Agreement between the District and Immokalee Fire Control District to provide for the sharing of Only Medical Director Services. Commissioner Crossan seconded. MOTION CARRIED 4:0

**D. Request Approval for Amendment to Agreement between District and Naples Senior Center**



Commissioner Calamari moved to approve as presented per staff recommendation the First Amendment to the agreement between the District and the Naples Senior Center, renewing the terms for one year with two additional automatic renewals. Commissioner Feder seconded. MOTION CARRIED 4:0

**E. Request Approval of District Policies**

Commissioner Calamari moved to approve as presented per staff recommendation new District policy *313 Health Insurance Premium Benefits for Injured Firefighters* with effective date of October 1, 2025 and revisions to current District policy *415 Driver Authorization* with effective date of November 1, 2025. Commissioner Crossan seconded. Deputy Director Freiburg gave summary remarks. MOTION CARRIED 4:0

**F. Request Adoption of Resolution 25-012 to Approve Amendment to the North Collier Fire Control and Rescue District Firefighter Pension Plan**

Commissioner Calamari moved to approve and adopt as presented per staff recommendation Resolution 25-012, amending the Firefighter Pension Plan. Commissioner Crossan seconded. MOTION CARRIED 4:0.

**G. Request Direction Regarding Vacancy of Seat 2 of the District's Board of Fire Commissioners**

The Board discussed the vacancy of Seat 2. General consensus of the Board was noted to proceed with filling the vacancy. Chairman Lombardo gave official direction to staff to begin the process to fill the vacancy of Seat 2.

**Chairman Lombardo recessed the meeting at 5:05 p.m. in order to conduct the Final Budget Hearing scheduled for 5:05 p.m.**

**Chairman Lombardo resumed the Board Meeting at 5:16 p.m.**

**H. Request Ratification of Collective Bargaining Agreement Between District and Local 2297 for Period of October 1, 2025 through September 30, 2028**

Chairman Lombardo moved to approve as presented Ratification of the Collective Bargaining Agreement between North Collier Fire Control and Rescue District and the North Collier Professional Firefighters and Paramedics, International Association of Fire Fighters, Local #2297 AFL-CIO for the Period October 1, 2025 through September 30, 2028. Commissioner Calamari seconded. MOTION CARRIED 4:0

**11. COMMENTS BY COMMISSIONERS**

Verbal comments were given.

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

Public comment was given



### **13. ADJOURNMENT**

Commissioner Calamari moved to adjourn the meeting. Commissioner Crossan seconded.  
MOTION CARRIED 4:0 Meeting adjourned at 5:35 p.m.

DRAFT



**NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT**

**BOARD OF FIRE COMMISSIONERS  
FINAL BUDGET HEARING FOR 2025-2026 BUDGET**

**MINUTES**

**Thursday, September 25, 2025 – 5:05 P.M**

1885 Veterans Park Drive ■ Naples, Florida ■ 34109

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**1. CALL TO ORDER**

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

**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 Klingereren disclosed the following: 1) current year rolled-back rate for North Naples SDA is 0.9509. The proposed millage rate of 1.0000 as a percent change of the rolled back rate is 5.16% and 2) current year rolled back rate for Big Corkscrew SDA is 3.3862. The proposed millage rate of 3.75 as a percent change of the rolled back rate is 10.74%.

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, 2026**

No changes to budget noted from the September 10, 2025 Tentative Budget Hearing.

**5. ADOPTION OF MILLAGE RATE FOR THE NORTH NAPLES SERVICE DELIVERY AREA BY RESOLUTION 25-013**

Commissioner Calamari moved to adopt as presented Resolution 25-013 approving the final millage rate of 1.0 for the North Naples Service Delivery Area. Commissioner Feder seconded. MOTION CARRIED 4:0

**6. ADOPTION OF MILLAGE RATE FOR THE BIG CORKSCREW ISLAND SERVICE DELIVERY AREA BY RESOLUTION 25-014**

Commissioner Crossan moved to adopt as presented Resolution 25-014 approving the final millage rate of 3.75 for the Big Corkscrew Island Service Delivery Area. Commissioner Calamari seconded. MOTION CARRIED 4:0

**7. ADOPTION OF IMPACT FEE RATES FOR THE NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT BY RESOLUTION 25-015**

Commissioner Calamari moved to adopt as presented Resolution 25-015 approving the Impact Fee rates for the North Collier Fire Control and Rescue District. Commissioner Crossan seconded. MOTION CARRIED 4:0

**8. ADOPTION OF FINAL GENERAL FUND BUDGET FOR THE NORTH NAPLES SERVICE DELIVERY AREA BY RESOLUTION 25-016**

Commissioner Feder moved to adopt as presented Resolution 25-016 approving the final General Fund Budget for the North Naples Service Delivery Area. Commissioner Crossan seconded. MOTION CARRIED 4:0

**9. ADOPTION OF FINAL GENERAL FUND BUDGET FOR THE BIG CORKSCREW ISLAND SERVICE DELIVERY AREA BY RESOLUTION 25-017**

Commissioner Crossan moved to adopt as presented Resolution 25-017 approving the final General Fund budget for the Big Corkscrew Island Service Delivery Area. Commissioner Feder seconded. MOTION CARRIED 4:0

**10. ADOPTION OF FINAL IMPACT FEE FUND BUDGET FOR THE NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT BY RESOLUTION 25-018**

Commissioner Feder moved to adopt as presented Resolution 25-018 approving the final Impact Fee Fund Budget for the North Collier Fire Control and Rescue District. Commissioner Crossan seconded. MOTION CARRIED 4:0

**11. ADOPTION OF FINAL INSPECTION/PLAN REVIEW FEE FUND BUDGET FOR THE NORTH COLLIER FIRE CONTROL AND RESCUE DISTRICT BY RESOLUTION 25-019**

Commissioner Calamari moved to adopt as presented Resolution 25-019 approving the final Inspection/Plan Review Fee Fund Budget for the North Collier Fire Control and Rescue District. Commissioner Feder seconded. MOTION CARRIED 4:0

## **12. COMMENTS BY COMMISSION AND PUBLIC**

None

## **13. ADJOURNMENT**

Commissioner Calamari moved to adjourn the meeting. Commissioner Feder seconded.  
MOTION CARRIED 4:0 Meeting adjourned at 5:15 p.m.

DRAFT



**AGENDA ITEM 6**

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

**GENERAL FUND**

**Revenue**

The following is the breakdown of revenue for the period ended September 30, 2025 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>9/30/2025</b>	<b>Budget</b>	\$	<b>9/30/2025</b>	<b>Budget</b>	<b>9/30/2025</b>	<b>Budget</b>
Ad Valorem	\$	50,393,298	101.39%	\$	13,581,607	101.63%	\$	63,974,904
Fees	\$	755,853	522.72%	\$	-	0.00%	\$	755,853
Other Revenue	\$	2,776,263	99.56%	\$	724,729	201.16%	\$	3,500,992
<b>Total Revenue</b>	<b>\$</b>	<b>53,925,413</b>	<b>102.45%</b>	<b>\$</b>	<b>14,306,335</b>	<b>104.24%</b>	<b>\$</b>	<b>68,231,749</b>

**Expenses**

The following is the breakdown of expenses for the period ended September 30, 2025 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>9/30/2025</b>	<b>Budget</b>	\$	<b>9/30/2025</b>	<b>Budget</b>	<b>9/30/2025</b>	<b>Budget</b>
Personnel	\$	38,462,968	98.38%	\$	10,848,529	98.38%	\$	49,311,497
Operating	\$	8,628,998	88.13%	\$	2,433,820	88.83%	\$	11,062,819
Debt Service	\$	739,546	100.00%	\$	208,590	100.00%	\$	948,136
Capital	\$	3,567,894	89.92%	\$	1,006,329	89.92%	\$	4,574,223
<b>Total Expenses</b>	<b>\$</b>	<b>51,399,407</b>	<b>95.91%</b>	<b>\$</b>	<b>14,497,269</b>	<b>96.05%</b>	<b>\$</b>	<b>65,896,675</b>

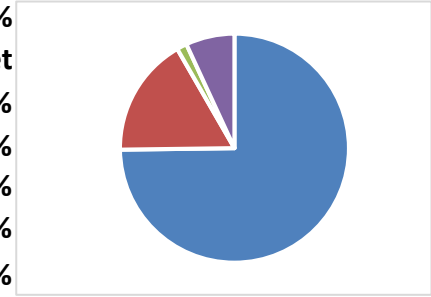
It should be noted that there are four general types of expenditures in terms of payment impact on the fiscal year:

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:

	Adj Amounts North Collier	Adj. % of Budget
Personnel	\$ 49,637,023	99.03%
Operational	\$ 11,208,467	89.45%
Debt Service	\$ 948,135	100.00%
Capital	\$ 4,574,223	89.92%
<b>Total</b>	<b>\$ 66,367,848</b>	<b>96.62%</b>



As identified above, when adjustments are made to the actual expenses based on known prepaid and accrual adjustments, General Fund expenses are at 96.62% which is reasonable as we have completed 12 months of the 2024/2025 fiscal year.

**General Fund Comparison with Prior Year:**

Included with the General Fund Financial Statement is a comparison to September 2024 of each service delivery area, noting the percentage of variance. In brief, total revenue in the NN SDA comparison reflects a variance of 9.82%. Expenses reflect a variance of 13.38%.

In the Big Corkscrew SDA, a variance in revenue of 6.42% is reflected. Expenses reflect a variance of 7.06%.

**IMPACT FEE FUND - Comparison with Budget**

As of September 30, 2025, NCFR has received \$393,264 in Impact Fund interest income. The District has received \$1,092,156 for Impact Fees, which is considered deferred revenue. Expenses total \$34,061. Station 49 (CIP) disbursements total \$17,707 for the 2024-2025 fiscal year.

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

**Revenue**

As of September 30, 2025, total revenue received is \$3,175,743 or 144% 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 \$1,960,160 or 89% of the total budget.



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

**AGENDA ITEM 8**

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

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

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

**EMERGENCY PURCHASES (per Policy 212, Section 16) - ratify emergent purchase required and processed**

General Fund

<b>1</b>	<b>Item Description:</b>	<b>Rebuild of vehicle front-end - Asset 2061 (Ladder43)</b>	
	<b>Declared Emergency (or nature of emergent purchase):</b>	rebuild needed ASAP	
	<b>Requested By:</b>	Kris Thomas, Assistant Chief	
	<b>Approved By:</b>	Eloy Ricardo, Fire Chief	
	<b>G/L Account:</b>	001-5220-0046-105	
	<b>Budget Line:</b>	GF - 84	
	<b>Bids/Quotes:</b>	n/a - sole source repair (due to transmission specs)	
	<b>Vendor Paid:</b>	Ten-8	\$ 79,830
	<b>Bid #2:</b>	n/a	\$ -
	<b>Bid #3:</b>	n/a	\$ -
<b>TOTAL EMERGENCY PURCHASES</b>			<b>\$ 79,830</b>

**ADDITION OF FIXED ASSETS**

**DELETION OF FIXED ASSETS**

Asset Category:	Firefighter Equipment	
Asset I.D. Number:	various	
Description:	SCBA x 2, bunker gear, radio, cutter/spreader/RAM (see list)	
Cost:	\$104,859.42	
Reason for Deletion:	various - expired / outdated / being replaced/traded in	
Intended Disposal:	trade-in (tools), scrapping	Original Cost \$ 104,859
Additional Information:	n/a	Est Net Book Value \$ -

Asset Category: Furniture, Fixtures & Equipment  
 Asset I.D. Number: various  
 Description: air compressor, router, laptopsx6

Cost: \$14,964.45  
Reason for Deletion: outdated and replaced  
Intended Disposal: scrapped  
Additional Information: n/a

Original Cost	\$	14,964
Est Net Book Value	\$	-

<b>TOTAL DELETION OF FIXED ASSETS (NET BOOK VALUE)</b>	<b>\$</b>	<b>-</b>
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**OTHER**

n/a

<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:** October 30, 2025  
**Prepared By:** Lori Freiburg, Deputy Director  
**Subject:** Request Approval of Revised District Policies

**Objective**

Board to approve revised District policies

**Background Information**

At the September 25, 2025 Board of Fire Commissioners’ meeting, the Board unanimously ratified a new Collective Bargaining Agreement (“CBA Agreement”) between the District and North Collier Professional Firefighters and Paramedics, International Association of Fire Fighters, Local #2297 AFL-CIO (“Local 2297”) for the period of October 1, 2025 through September 30, 2028. The new CBA Agreement was subsequently ratified by the Local #2297 the following week. Although various benefits in the new CBA Agreement changed from the prior agreement, benefits applicable to non-bargaining employees do not automatically change and require District policy revisions. The District is bringing four (4) policies for revision in an effort to harmonize applicable benefits to non-bargaining personnel according to the newly ratified CBA.

**Considerations**

The following District policies are revised as follows:

Revised Policy	Revision Summary
308 Employee Benefits	<ol style="list-style-type: none"> <li>District HSA funding amounts are updated to match the new CBA Agreement provisions, aligning funding across all employee groups, including retirees.</li> <li>Post-employment health credits for medical coverage are updated to match the new CBA Agreement provisions, aligning across all employee groups.</li> </ol>
311 Leaves of Absence	<ol style="list-style-type: none"> <li>For sick leave use, the provision of providing care to an immediate family member who is ill or injured is now included as an acceptable use of sick leave. This matches the new CBA Agreement provisions, aligning across all employee groups.</li> </ol>



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

	<ol style="list-style-type: none"><li>2. The reasons for donation of leave to other employees now includes 'extenuating circumstances', in addition to an illness or injury, matching the new CBA Agreement provisions thus aligning sick leave donation across all employee groups.</li><li>3. References to 'Active Retired' status are removed as this status is no longer applicable in the new CBA Agreement.</li><li>4. Vacation Leave Maximum Carryover was adjusted for non-bargaining employees based on years of service.</li><li>5. Vacation payouts for all personnel may now occur up to three times during a career as follows: 1) one-time optional payout at any time during a career; 2) upon entering DROP (if applicable); and 3) upon separation/retirement. This provision aligns across all employee groups.</li><li>6. Bereavement Leave now includes leave for the passing of a step-grandparent or grandparent in-law. This provision matches to the new CBA Agreement provisions, thus aligning bereavement leave across all employee groups.</li></ol>
312 Paid Holidays	New Year's Eve was added into the list of designated holidays in the new CBA Agreement. The associated policy is revised to reflect the same holiday, thus aligning paid holidays across all employee groups.
314 Cancer Benefits for Firefighter Personnel	The revisions to this policy are not related to the new CBA Agreement, but rather to cleaning up of duplicated language and clarification of existing language. The intent of the policy and its benefits have not changed.



### **Fiscal Impact**

The fiscal impact of modifying HSA funding amounts per Policy 308 is less than \$9,000. The exact fiscal impact of Policy 311 is unknown due to the optional nature of cashing out vacation time. There are two differing impacts, however. Employees cashing out vacation time will increase personnel expenses in the current year drawn; however, this will also decrease the aggregate calculation of compensated absence liabilities. There are no fiscal impacts (or minimal at most) anticipated with the changes to Policy 312 and 314.

### **Attachments**

- Attachment 1: District Policy 308 Employee Benefits (reflecting revisions)
- Attachment 2: District Policy 311 Leaves of Absence (reflecting revisions)
- Attachment 3: District Policy 312 Paid Holidays (reflecting revisions)
- Attachment 4: District Policy 314 Cancer Benefits for Firefighter Personnel (reflecting revisions)

### **Recommendation**

Staff recommends the Board approve revisions as presented with changes effective October 1, 2025.

### **Motion**

Staff recommends the Board approve revisions as presented to the following District policies, with changes effective October 1, 2025:

- 308 Employee Benefits (reflecting revisions)
- 311 Leaves of Absence (reflecting revisions)
- 312 Paid Holidays (reflecting revisions)
- 314 Cancer Benefits for Firefighter Personnel (reflecting revisions)



**AGENDA ITEM 10B**

**Meeting Date:** October 30, 2024  
**Prepared by:** Ben Van Klingeren, Chief Financial Officer  
**Subject:** Request for Board Approval to Write Off Accounts Receivable Balances for FYE September 30, 2025 per District Policy 203

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**Objective**

Obtain Board approval to write off Accounts Receivable Balances for FYE September 30, 2025 per District Policy 203

**Background Information**

The North Collier Fire Control and Rescue District (“District”) strives to present accurate financial statement balances, including accurate Accounts Receivable (A/R) balances owed to the District. The Board of Fire Commissioners recently approved District Policy 203-Accounts Receivable Write Offs.

**Considerations**

The approved policy provides collection procedures, designation (and definition) of an uncollectible account receivable, the official request for write-off of accounts receivable balances, and allowances for doubtful accounts/bad debt reserves. Overall, accounts receivable balances aged greater than twelve months along with other specific criteria will be considered uncollectible. Management therefore is bringing before the Board of Fire Commissioners a list of A/R balances for approval of balance write-off.

**Fiscal Impact:**

Formally writing off uncollectible accounts will have little projected impact on the District’s financial presentation as an estimated allowance for bad debt was established as of 9/30/2020 totaling \$120,000. After the 9/30/2021 through 9/30/2024 bad debt write-offs, the allowance for bad debt is currently \$32,611. **The current year proposed write-off of eligible balances totals \$17,328.** This consists of balances that are older than 1 year (\$16,388) and some that the occupant has retired and/or is out of business and/or the owner is deceased (\$940). The transaction of writing off \$17,328 will not impact the income statement as of 9/30/2025. This will result in a reduction of Accounts Receivable (asset) and the Allowance for Bad Debt (contra-asset). **The adjusted allowance for bad debt will be \$15,284 as of 9/30/2025 – pending Board approval.** Therefore, a new adjustment to the “Allowance for Uncollectible AR” account may be needed and will be an audit adjustment accordingly.



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

**Recommendation:**

Staff recommends the Board approve the proposed list of Accounts Receivable Balances to be written off for FYE September 30, 2025 as presented.

**Attachments:**

Attachment 1: Proposed List of Accounts Receivable Write Offs for FYE September 30, 2025

**Proposed Motion:**

Move to approve the write off of proposed accounts receivable balances for FYE September 30, 2025 as presented.



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

**AGENDA ITEM 10C**

**Meeting Date:** October 30, 2025  
**Prepared by:** Ben Van Klingeren, Chief Financial Officer  
**Subject:** Request for Board Approval of Merit Increase in the Base Compensation of the Fire Chief Pursuant to Article 3.03 of the Employment Contract Between the District and Fire Chief Eloy Ricardo for 2025

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**Objective**

Obtain Board Approval for the current Merit increase (2025) in the Base Compensation of the Fire Chief Pursuant to Article 3.03 of the Employment Contract Between the District and the Fire Chief (“the Contract”).

**Background Information**

At the April 10, 2019 Board Meeting, the Board approved the Employment Contract between the District and Eloy Ricardo as Fire Chief of the District.

Pursuant to Section 3.03 of the Contract (Attachment 1), *“If the Board determines sufficient funds exist and performance merits action to provide a Merit Increase for the Fire Chief, the annual base compensation... may be increased by up to two percent (2%)...Employer shall implement any merit-based pay increases on October 15 of each year.*

In accordance with the parameters listed therein, the District did budget for a 2% merit increase for Chief Ricardo in the FY 2025/2026 budget.

**Considerations**

The Board is responsible to determine annual performance measures. As noted above, the Employment Contract states that *“Employer shall implement any merit-based pay increases on October 15 of each year. The increase shall be awarded unless merit evaluations by a majority of the Board indicates that it is not warranted.”* Management recommends to utilize a future workshop meeting to discuss parameters of annual performance measures and the performance measurement process.

As sufficient funds exist in the 2025/2026 budget and based on the current language in the Employment Contract, a merit increases of up to 2% should be made effective October 15, 2025. However, due to the timing of this agenda item, the merit increase will be processed on the November 14, 2025 paycheck.



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

**Fiscal Impact:**

The annual fiscal impact of a 2% merit increase for the 2025/2026 fiscal year (effective October 15, 2025) is approximately \$3,841.

**Recommendation:**

Staff recommends the Board approve the current merit increase (2025) in the Base Compensation of the Fire Chief Pursuant to Article 3.03 of the Employment Contract Between the District and the Fire Chief as presented.

**Attachments:**

Attachment 1: Section 3.03 of the Employment Contract Between the District and Fire Chief  
Eloy Ricardo

**Proposed Motion:**

Approve the current merit increase (2025) in the Base Compensation of the Fire Chief Pursuant to Article 3.03 of the Employment Contract Between the District and the Fire Chief as presented.



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

**AGENDA ITEM 10D**

**Meeting Date:** October 30, 2025  
**Prepared By:** Lori Freiburg, Deputy Director  
**Subject:** Selection of Commissioner to Fill Vacancy of Seat #2

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**Objective**

Board to use approved selection process to fill vacancy of Seat #2

**Background Information**

Commissioner James Burke passed away on August 25, 2025, leaving vacant Seat #2 of the District's Board of Fire Commissioners. This seat has a four-year term seat expiring November 2026. District Counsel Laura Donaldson notes that pursuant to Section 191.005(5), Florida Statutes, and subsection (6) of Section 5 of the District's charter found in Chapter 2015-191, Laws of Florida, remaining Board members are not required to fill a vacant Board seat; rather, the statute and applicable charter provision provide that the remaining Board members *may* fill the vacancy. If the remaining members elect to fill the seat, it must be filled by a qualified elector of the District. The appointed member serves until the next general election which will occur on November 3, 2026, at which time an election shall be held to fill the vacancy for the remaining term, if any.

**Considerations**

The deadline for applications was 5:00 p.m. on October 17, 2025. One (1) application was received by the deadline:

- Stephen Popper

The applicant is confirmed to reside within the North Collier Fire Control and Rescue District.

The selection process to fill vacant Seat #2 includes:

1. Applicant Verbal Statements/Q&A
2. Vote
3. Oath of Office (if applicant is in attendance)

For purposes of voting, the Board typically may choose a verbal vote with motions or a paper-based ranking system vote. As there is only one candidate, the paper-based ranking system vote is not applicable. The Board must verbally vote to approve, or not approve, the applicant to fill the vacant Seat #2. The vote is a recorded public vote.



**Fiscal Impact**

There is no increased fiscal impact to the District for filling the vacancy as the Commissioner compensation for Seat #2 is already included in the District's budget.

**Attachments**

Attachment 1: Candidate Application-Stephen Popper

**Recommendation**

Staff recommends the Board proceed with filling the Seat #2 vacancy in accordance with Section 191.005(5), Florida Statutes, subsection (6) of Section 5 of Chapter 2015-191, Laws of Florida.



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

**AGENDA ITEM 10E**

**Meeting Date:** October 30, 2025  
**Prepared By:** Eric Bocock, Deputy Director  
**Subject:** Request for Approval for Procurement of Information Technology Resources via State of Florida NASPO Master Agreement and Utilizing a Capital Lease

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**Objective**

Obtain Board approval to purchase new Information Technology infrastructure via a State of Florida NASPO Master Agreement and using a Capital lease payment structure

**Background Information**

The Information Technology Division has completed a review of the District’s existing server and networking infrastructure. Much of this equipment is approaching the manufacturer’s end-of-life, resulting in limited hardware support, reduced software compatibility, and potential security risks.

To maintain reliability, performance, and system integrity, the IT Division proposes upgrading to current-generation Cisco servers and networking equipment. The new systems will include comprehensive manufacturer support and warranty coverage. The proposed configuration provides live redundancy and data replication between two District locations, ensuring that critical services remain available in the event of a hardware failure or site outage.

Procurement for this project will be conducted under the State of Florida NASPO Master Agreement, which provides pre-negotiated pricing and terms that ensure compliance with state procurement regulations and deliver cost savings to the District.

By proceeding at this time, the District can lock in current pricing and warranty rates for a three-year term, helping to control costs and avoid future price increases driven by supply chain fluctuations and market conditions.

**Considerations**

- Ensures business continuity through full redundancy and site replication.
- Maintains compliance with current security and vendor support standards.
- Procures through the State of Florida NASPO Master Agreement, ensuring competitive and compliant pricing.
- Provides improved network performance, scalability, and long-term reliability.
- Reduces operational risk associated with aging hardware and unsupported systems.
- Establishes predictable costs under a multi-year support and warranty agreement.



### **Fiscal Impact**

Funding for this project is budgeted for FY 2025-2026. We propose utilizing Cisco capital lease services with annual payments. A detailed cost proposal from the selected vendor, procured under the State of Florida NASPO Master Agreement, is attached for Board review and approval.

### **Recommended Action**

Staff recommends the Board approve as presented the purchase of new Cisco servers and networking equipment, including installation, configuration, and a three-year support and warranty agreement, with pricing pursuant to the State of Florida NASPO Master Agreement and payment pursuant to a Cisco capital lease payment structure.

### **Attachments**

Attachment 1: Florida NASPO Agreement

Attachment 2: Proposed Capital Lease with Cisco

Attachment 3: Quote from Approved Vendor for IT Resource Procurement Items

### **Proposed Motion**

Move to approve as presented the purchase of new Cisco servers and networking equipment, including installation, configuration, and a three-year support and warranty agreement, with pricing pursuant to the State of Florida NASPO Master Agreement and payment pursuant to a Cisco capital lease payment structure.