



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

AGENDA

THURSDAY, DECEMBER 18, 2025 ■ 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. November 20, 2025 Board of Fire Commissioners' Meeting
- 5. CHIEF'S REPORT**
- 6. TREASURER'S REPORT**
 - A. November 2025
- 7. LABOR REPORT**
- 8. CONSENT AGENDA**

Table 1: Expenditures for Board Approval

Category	Amount
General Fund Unbudgeted	\$8,420
General Fund Emergency Purchases	\$0
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$348,358
Other	\$0

- 9. OLD BUSINESS**
 - B. Procurement of Fire Apparatus and Equipment Within Current Industry Trends (Recurring Discussion Item)



10. NEW BUSINESS

- A. Annual Appointments of Commissioners to District Committees for Calendar Year 2026
- B. Request Approval of Agreement Between District and Community Health Partners for Provision of Behavioral Health Services for January 1, 2026 to December 31, 2026
- C. Request Approval of Renewal of District's Auto, Property and Liability Insurance for the Period of January 1, 2026 through December 31, 2026
- D. Request Approval to Engage Laura Donaldson of Florida Environmental, Fire, and Government Law, PA as District Legal Counsel of Record
- E. Request Approval for Engagement of Florida Environmental, Fire, and Government Law, PA for 2026 Florida Legislative Session
- F. Request Approval of Selection of Contractor for Station 49 Construction
- G. Request Acceptance of 2024 Assistance to Firefighter Grant Award for Airpacks
- H. Request Approval of District Policies
- I. Request Approval of Board of Fire Commissioner Meeting Date Change for 2026 Schedule

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, NOVEMBER 20, 2025 ■ 9:00 AM

1885 Veterans Park Drive ■ Naples, FL 34109

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Commissioner Calamari asked for a moment of silence to recognize the one-year anniversary of the passing of Chief John McMahon, former North Collier Fire Rescue employee.

3. APPROVAL, ADDITIONS OR DELETIONS TO AGENDA

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

4. APPROVAL OF MINUTES

A. October 30, 2025 Board of Fire Commissioners Meeting

Chairman Lombardo requested minutes be revised with the word "absent" changed to "tardy" in the Call to Order section. Discussion ensued that while the minutes reflected his arrival later on in the meeting, the initial 'absent' notation could be perceived as Chariman Lombardo not attending the meeting at all. Commissioner Crossan moved to approve minutes as amended. Commissioner Feder seconded. MOTION CARRIED 5:0

5. CHIEF'S REPORT

Fire Chief Eloy Ricardo gave verbal report. Deputy Chief Michael Jimenez gave verbal report. Discussion ensued. The Board requested for Staff to provide monthly reports on transport data. Public Education Officer Heather Mazurkiewicz gave comment and showed the new District give-away helmets for children made from recyclable materials, with the District being the first in the state of use.

6. TREASURER'S REPORT

Commissioner Calamari read a prepared summary for the October 2025 Treasurer's Report. Board accepted report as presented into record. Chief Financial Officer, Ben Van Klingeren, gave verbal report about ambulance transport data.

7. LABOR REPORT

Local 2297 President Adam Wilson gave verbal report.



8. CONSENT AGENDA

Table 1: Expenditures for Board Approval

Category	Amount
General Fund Unbudgeted	\$0
General Fund Emergency	\$0
Purchases	
Addition of Fixed Assets	\$0
Deletion of Fixed Assets	\$1,615
Other	\$0

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

9. OLD BUSINESS

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

Fire Chief Eloy Ricardo noted there were no updates for the month.

10. NEW BUSINESS

A. Request Approval of 2026 Board of Fire Commissioner Meeting Dates

Commissioner Calamari moved to approve as presented per staff recommendation the 2026 board meeting schedule. Commissioner Feder seconded. MOTION CARRIED 5:0

B. Request Approval for Real Estate Procurement of 1.5 Acres Vacant Land in Vicinity of Oil Well Road and Desoto Blvd. N

Deputy Chief Kris Thomas gave verbal report. Discussion ensued. Commissioner Calamari moved to approve as presented per staff recommendation the purchase of Parcel 40120440005 from Collier County in the amount of \$72,000.00. Commissioner Popper seconded. MOTION CARRIED 5:0

11. COMMENTS BY COMMISSIONERS

Chairman Lombardo gave comment. Assistant Chief Sean Lintz gave comment.

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 10:40 a.m.



AGENDA ITEM 6

Meeting Date: December 18, 2025
Prepared By: Chief Financial Officer Ben Van Klingerren
Subject: Treasurer's Report - November 2025

GENERAL FUND

Revenue

The following is the breakdown of revenue for the period ended November 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.

		NN SDA	% of	BC SDA	% of	North Collier	% of
		11/30/2025	Budget	11/30/2025	Budget	11/30/2025	Budget
Ad Valorem	\$	23,208,331	43.63%	\$ 3,485,676	21.47%	\$ 26,694,007	
Fees	\$	140,298	18.27%	\$ -	0.00%	\$ 140,298	
Other Revenue	\$	471,477	13.97%	\$ 47,904	9.21%	\$ 519,381	
Total Revenue	\$	23,820,106	41.54%	\$ 3,533,579	21.09%	\$ 27,353,685	36.92%

Expenses

The following is the breakdown of expenses for the period ended November 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

		NN SDA	% of	BC SDA	% of	North Collier	% of
Expenses		11/30/2025	Budget	11/30/2025	Budget	11/30/2025	Budget
Personnel	\$	6,337,103	14.21%	\$ 1,787,388	14.21%	\$ 8,124,491	14.21%
Operating	\$	1,462,475	14.55%	\$ 412,493	14.39%	\$ 1,874,967	14.51%
Debt Service	\$	243,776	36.99%	\$ 68,757	36.99%	\$ 312,533	36.99%
Capital	\$	44,777	2.69%	\$ 12,629	2.69%	\$ 57,407	2.69%
Total Expenses	\$	8,088,131	14.19%	\$ 2,281,268	14.17%	\$ 10,369,398	14.19%

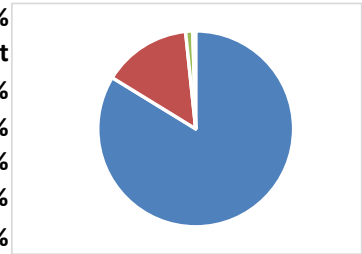
It should be noted that there are four general types of expenditures in terms of payment impact on the fiscal year:

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	\$ 10,025,204	17.53%
Operational	\$ 1,746,430	13.52%
Debt Service	\$ 140,836	16.67%
Capital	\$ 57,407	2.69%
Total	\$ 11,969,876	16.38%



As identified above, when adjustments are made to the actual expenses based on known prepaid and accrual adjustments, General Fund expenses are at 16.38% which is reasonable as we have completed 2 months of the 2025/2026 fiscal year (17%).

General Fund Comparison with Prior Year:

Included with the General Fund Financial Statement is a comparison to November 2024 of each service delivery area, noting the percentage of variance. In brief, total revenue in the NN SDA comparison reflects a variance of 101%, primarily due to timing of Ad Valorem being received . Expenses reflect a variance of 25%.

In the Big Corkscrew SDA, a variance in revenue of 122% is reflected. Expenses reflect a variance of 25%.

IMPACT FEE FUND - Comparison with Budget

As of November 30, 2025, NCFR has received \$65,720 in Impact Fund interest income. Expenses total \$8,598. The District has received \$25,746 for Impact Fees for the fiscal year. Payments received are in arrears and are from the previous month.

INSPECTION/PLAN REVIEW FEE FUND - Comparison with Budget

Revenue

As of November 30, 2025, total revenue received is \$269,000 or 11% 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 \$368,000 or 15% of the total budget. This is appropriate for this time of the year as we have completed 2 months of the 2025-2026 fiscal year.



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

AGENDA ITEM 8

Meeting Date: December 18, 2025
Prepared By: Chief Financial Officer Ben Van Klingereren
Subject: Consent Agenda

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

General Fund (Unbudgeted)

1	Item Description:	Honda TRX420FA2T (ATV) - replacement vehicle		
	Requested By:	Deputy Chief Kris Thomas		
	G/L Account:	001-5220-064-101		
	Budget Line:	161		
	Budget Line Amount (NCFR)	\$	245,000	
	Available Line	\$	245,000	
	Bids/Quotes:			
	Bid #1:	Sun Sports Cycle & Watercraft, Inc.	\$	8,420
	Bid #2:	Power Lodge Florida	\$	9,307
	Bid #3:	South County Motorcycles, Inc.	\$	9,049
	Waive Bidding Policy?	No	Reason:	n/a
	Recommendation:	Sun Sports Cycle & Watercraft, Inc.	\$	8,420

TOTAL GENERAL FUND UN-BUDGETED \$ 8,420

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

(NONE - n/a)

TOTAL EMERGENCY PURCHASES \$ -

ADDITION OF FIXED ASSETS

DELETION OF FIXED ASSETS

Asset Category:	Firefighter Equipment		
Asset I.D. Number:	various		
Description:	20" Saw bar, 800 Mobile Radio (qty:3)		
Cost:	\$13,566.46		
Reason for Deletion:	outdated and replaced		
Intended Disposal:	scrapped		
Additional Information:	n/a		
		Original Cost	\$ 13,566
		Est Net Book Value	\$ -

Asset Category:	Furniture, Fixtures & Equipment	
Asset I.D. Number:	various	
Description:	routers (multiple), phone server, unity storage appliance, laptops, desk computer	
Cost:	\$370,791.05	
Reason for Deletion:	outdated and replaced	
Intended Disposal:	scrapped	Original Cost \$ 370,791
Additional Information:	n/a	Est Net Book Value \$ -

TOTAL DELETION OF FIXED ASSETS (original cost)	\$ 384,358
TOTAL DELETION OF FIXED ASSETS (NET BOOK VALUE)	\$ -

OTHER

n/a

TOTAL - OTHER	\$ -
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AGENDA ITEM 9A

Meeting Date: December 18, 2025
Prepared by: Eloy Ricardo, Fire Chief
Subject: Discussion on Procurement of Fire Apparatus and Equipment Within Current Industry Trends

Objective

This agenda item is for discussion only and is a standing item each month.

Background Information

At the May 29, 2025, District Board of Fire Commissioners Workshop on Impact Fees and Millage Rates, the Board discussed concerns about delays in procuring fire apparatus and other essential equipment. The general consensus was that the District should consider alternative procurement options, as industry consolidation by a single company appears to be limiting competition and contributing to these challenges.

Considerations

This item is a standing item each month. Staff will provide updates to the Board each month as needed.

Staff Recommendation

Not Applicable

Attachments

Not Applicable

Proposed Motion

Not Applicable



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

AGENDA ITEM 10A

Meeting Date: December 18, 2025
Prepared by: Lori Freiburg, Deputy Director
Subject: Annual Appointments of Commissioners to District Committees for Calendar Year 2026

Objective

Board to appoint Commissioners to serve on the District's Awards Committee and the Medical Insurance Committee for Calendar Year 2026

Background Information

Awards Committee

Section 704.2 of *District Policy 704-Employee Recognition Program* (Attachment 1) provides for the creation of a committee to make recommendations to the Board of Fire Commissioners for awards for meritorious service, unit/division citation, employee of the year, bravery and lifesaving. This Committee is comprised of the Fire Chief or authorized designee, the Local 2297 President or authorized designee and one Fire Commissioner. Commissioner Calamari served on this committee for 2025.

Medical Insurance Committee

Article 34-Insurance of the Collective Bargaining Agreement between the District and Local 2297 (Attachment 2) provides for the creation of a committee to make recommendations to the Board of Fire Commissioners for the selection of a medical insurance plan. This Committee is comprised of one (1) Fire Commissioner, three (3) District representatives and three (3) representatives of Local 2297. Commissioner Crossan served on this committee for 2025.

Fiscal Impact

There is no fiscal impact related to appointing Commissioners to the Awards Committee and the Medical Insurance Committee.

Recommendation

Staff recommends the Board appoint Commissioners to the Awards Committee and the Medical Insurance Committee for calendar year 2026

Attachments:

Attachment 1: District Policy 704-Employee Recognition Program
Attachment 2: Article 34 of the Collective Bargaining Agreement

ARTICLE 34: INSURANCE

34.01 The District shall provide each eligible employee with a medical health insurance plan for the employee and their eligible dependents and provide 100% percent of the premium for the eligible employee and eligible dependents for coverage.

The District reserves the right, at its sole discretion, to change insurance carriers and/or the scope of benefits.

The District will pre-fund a health savings account (HSA) for each employee for the purposes of medical deductibles, dental coverage or vision care at the discretion of the employee on an annual basis for the duration of the Agreement:

- \$4,000 Four Thousand Dollars for single
- \$7,000 Seven Thousand Dollars for family and dependent

34.02 The District and the Union shall establish the North Collier Fire Rescue Medical Insurance Committee.

The parties agree to establish a committee, comprised of:

- One (1) Fire Commissioner,
- Three (3) District Representatives, and
- Three (3) Union Representatives.

The Medical Insurance Committee will make a recommendation to the BOFC for the selection of a medical insurance plan.

34.03 The District agrees to provide dental insurance for the employee and eligible dependents for the duration of this Agreement.

34.04 Life Insurance

In addition to the AD&D insurance required for sworn employees under state law, the District will provide employees with life insurance coverage in an amount approved by the Board.

The District will pay the premium costs. Eligibility will be determined exclusively by the plan terms.

34.05 Insurance After Retirement

Upon retirement, employees may buy into the District's group medical and dental insurance plans.

The District shall provide Medical Health Insurance Credit according to table below until the Retired employee reaches the age of 65:



AGENDA ITEM 10B

Meeting Date: December 18, 2025
Prepared by: Lori Freiburg, Deputy Director
Subject: Request Board Approval of Behavioral Health Services Agreement with Community Health Partners for the period January 1, 2026 through December 31, 2026

Objective

Obtain Board Approval to approve the behavioral health services agreement with Community Health Partners for the period January 1, 2026 through December 31, 2026

Background Information

Since 2018, the District has contracted with Counseling Associates to provide emotional and behavioral health services beyond EAP services provided through the District’s healthcare program. Counseling Associates has been, and continues to be, a valued partner and resource for the District and its employees.

The District desires to expand its provision for behavioral health services to include another partner, Community Health Partners (“CHP”), whose experience includes working with other first responder agencies in Collier County. CHP would be in addition to Counseling Associates, and not a replacement.

With guidance from District Counsel, the District structured the CHP contract to align with the Counseling Associates agreement, including a collective total of twenty (20) visits per employee and eligible dependents. Please note that CHP’s per-visit rate is higher at \$225 per initial assessment visit and \$200 per hour for follow-up visits. The District proposes to cover up to \$120 per visit—the same amount provided under the Counseling Associates agreement—and employees and their eligible dependents will be responsible for any charges exceeding \$120 per hour.

This agreement does include 2 new services to be charged as used:

1. Emergency On-Site Counseling After Traumatic Incident at \$200 per hour; and
2. Quarterly Training of NCFR Peer/CISM Team at \$200 per hour.

The proposed contract period is from January 1, 2026 through December 31, 2026.

Fiscal Impact

Staff budgets each year for behavioral health services, with services billed as used.



Recommendation

Staff recommends that the Board approve the agreement from Community Health Partners for behavioral health services for the period of January 1, 2026 through December 31, 2026.

Attachments

Attachment 1: Agreement with Community Health Partners

Proposed Motion

Approve the agreement from Community Health Partners for behavioral health services for the period of January 1, 2026 through December 31, 2026 as presented.



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

AGENDA ITEM 10C

Meeting Date: December 18, 2025
Prepared by: Chief Financial Officer Ben Van Klingerren
Subject: Request for Acceptance of Renewal of District’s Auto, Property and Liability Insurance for the Period of January 1, 2026 through December 31, 2026.

Objective

Obtain approval of the renewal of the District’s auto, property and liability insurance for the period of January 1, 2026 through December 31, 2026.

Background Information

The District has always contracted directly with the insurance carrier (VFIS) for its auto, property and liability insurance. Pursuant to the District’s Policy 212 Procurement, insurance is only required to be placed out for bid every three (3) years, or at the direction of the Board. Staff has gone through the bidding process for the District’s auto, property and liability insurance in previous years, but historically, few companies will bid because they are not competitive with the District’s current carrier, VFIS.

In the prior fiscal year, the District moved forward in selecting an insurance broker to represent the District in selecting and overseeing its auto, property and liability insurance. The District is currently working with Arthur J. Gallagher (“Gallagher”) as its insurance broker firm.

Considerations

Gallagher received **three (3)** insurance proposals. One proposal was a renewal for existing coverages with existing carriers (i.e. hybrid approach) – maintaining the same building valuation (at \$54 million). The second proposal was a renewal for existing coverages with existing carriers (i.e. hybrid approach) – decreasing the overall building valuation (at \$33 million). The third proposal was a “risk pool” quote from Public Risk Management (PRM) which also included an overall building valuation at \$33 million. The following is a summary of the financial components of the proposal, as well as the current year rates for comparative purposes.



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

Coverage	Current Coverage (5% deductible) "Hybrid" – VFIS / Lloyd's / Wright	RENEWAL (current) (\$54M)	RENEWAL (current) (\$33M)	RENEWAL Public Risk Management (PRM) (\$33M)
roperty (Lloyd's)	\$ 690,912	\$ 477,500	\$ 299,543	\$ 300,972
Flood only (Wright) Stations 43, 44, 45	\$ 38,308	\$ 38,308	\$ 38,308	\$ 38,308
Crime (VFIS)	\$ 589	\$ 589	\$ 589	INCLUDED
Portable Equipment (VFIS)	\$ 5,635	\$ 6,473	\$ 6,473	INCLUDED
Auto (VFIS)	\$ 182,505	\$ 246,647	\$ 246,647	\$ 294,225
General Liability (VFIS)	\$ 88,171	\$ 77,920	\$ 77,920	INCLUDED
Management Liability (VFIS)	\$ 65,087	\$ 74,910	\$ 74,910	INCLUDED
Excess Liability (VFIS)	\$ 122,346	\$ 140,828	\$ 140,828	\$ 53,026
State-Imposed Taxes/Surcharges and Fees (VFIS)	\$ 3,150	\$ 3,167	\$ 3,167	\$ 81,437
Total Premium	\$ 1,196,703	\$ 1,073,089	\$ 895,132	\$ 767,986
Incr / (Decrease)	-----	(\$130,188) (10.88%)	(\$308,145) (25.75%)	(\$428,562) (35.82%)



Fiscal Impact

In all instances, we were quoted decreased premiums on property insurance and general liability and increases in auto, management liability, excess liability, etc. As identified above, in comparison to the current coverage, the renewal with the current carriers (maintaining the current aggregate coverage values) **represents a net decrease of (\$130,188), or (10.9)% under the current years' premium.** The renewal with the current carriers (decreasing the current aggregate coverage values) **represents a net decrease of (\$308,145), or (25.8)% under the current years' premium.** Finally, the public risk model proposal **represents a net decrease of (\$428,562), or (35.8)% under the current years' premium.** Please note the following:

- The "PRM" option requires an October – September coverage period. The District currently maintains a calendar-year premium. If we were to switch, we would pay a pro-rated amount (January – September, 2026) with future renewals being for a 12-month fiscal period.
- The "PRM" option includes numerous government and non-government agencies. There are some local fire districts that recently joined the PRM risk pool.
- The District budgeted \$1,301,657 for liability, auto and property insurance for FY 25/26.

Recommendation

Staff recommends the Board accept the renewal proposal with the current carriers (i.e. VFIS, Lloyd's of London, and Wright Insurance) and a decreased building valuation to \$33 million totaling \$888,385. This is a (\$308,145) or (25.8%) decrease compared to the current policy and is (\$413,272) or (31.7%) less than the current budgeted amount.

Attachments:

Attachment 1: Proposal –VFIS/Lloyd's of London/Wright packages and PRM quote for 2026
Attachment 2: Proposal comparisons with current policy

Proposed Motion:

Approve the combined policy of VFIS, Lloyd's of London and Wright Insurance for property, liability, and auto insurance with a modified building valuation for the period of January 1, 2026 through December 31, 2026 as presented.



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

AGENDA ITEM 10D

Meeting Date: December 18, 2025
Prepared by: Lori Freiburg, Deputy Director
Subject: Request for Board Approval to Engage Laura Donaldson of Florida Environmental, Fire, and Government Law, PA as the District's Legal Counsel of Record

Objective

Obtain Board approval to engage Laura Donaldson of Florida Environmental, Fire, and Government Law, PA as the District's Legal Counsel of Record

Background Information

District Counsel Laura Donaldson of Manson Bolves Donaldson Tanner Attorneys at Law (MBDT) has officially notified the District of the restructuring of MBDT, effective January 1, 2026. On this date, MBDT will no longer provide professional legal services.

Inasmuch as Laura Donaldson is our designated attorney, she is required by the Rules Regulating The Florida Bar to inform the District that we have the right to choose to have her continue in her new law firm, Florida Environmental, Fire and Government Law, PA (FEFG) to represent us.

Considerations

Attorney Laura Donaldson has represented the North Collier Fire Control and Rescue District since 2015, and prior to that, represented North Naples Fire. Attorney Donaldson wrote the District's enabling legislation and is extremely well-versed on the issues affecting independent special districts.

Fiscal Impact

The fee identified in the engagement letter of the new firm FEFG is \$300 per hour. This fee is \$25 per hour more than fees charges under the MBDT law firm. Legislative representation was last put out for bid in 2015. Because differences in price may only be a minor concern compared to qualitative considerations, professional services may be exempted from the competitive bidding process by the Board of Fire Commissioners as per District Policy 212-Procurement Policy.

Recommendation

Staff recommends the Board waive the bidding policy for legal services and accept the proposal from Attorney Laura Donaldson of Florida Environmental, Fire, & Government Law, PA, thus recognizing her as the District's Legal Counsel of Record.

Attachments

- Attachment 1: Letter Announcing Restructuring of Manson Bolves Donaldson Tanner, PA
- Attachment 2: Engagement Letter for Laura Donaldson of Florida Environmental, Fire and Government Law PA to Provide Legal Services to District



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

Proposed Motion

Move to waive the bidding policy for legal services and accept the proposal from Attorney Laura Donaldson of Florida Environmental, Fire, & Government Law, PA, thus recognizing her as the District's Legal Counsel of Record.



AGENDA ITEM 10E

Meeting Date: December 18, 2025
Prepared by: Lori Freiburg, Deputy Director
Subject: Request for Board Approval of Engagement of Attorney Laura Donaldson for Representation Before the 2026 Florida Legislative Session

Objective

Obtain Board approval of engagement of Attorney Laura Donaldson for legislative representation during the 2026 Legislative Session

Background Information

The District has always found it beneficial to engage a legislative representative for the Florida legislative sessions for any issues that may affect special independent districts and/or fire districts. Issues of importance in the 2026 legislative session include, but are not limited to: revisions related to property tax reform, marine emergency response, the State of Florida's emergency response reimbursement process, impact fees, and special district operations.

Considerations

Attorney Laura Donaldson has represented the North Collier Fire Control and Rescue District for the 2015 through 2025 Legislative Sessions, and prior to that for North Naples Fire. She wrote the District's enabling legislation and is extremely well-versed on the legislative issues affecting the District.

Legislative representation was last put out for bid in 2015. Because differences in price may only be a minor concern compared to qualitative considerations, professional services may be exempted from the competitive bidding process by the Board of Fire Commissioners as per District Policy 212-Procurement Policy.

Fiscal Impact

The fee identified in the proposed engagement letter is \$300 per hour. We do not yet know the full extent of Attorney Donaldson's time, but have made financial provisions for legal fees in the 2025-2026 General Fund Budget.

Recommendation

Staff recommends the Board waive the bidding policy and accept the proposal from Attorney Laura Donaldson of Florida Environmental, Fire, & Government Law, PA to provide representation for the District before the 2026 Florida Legislative Session.

Attachments

Attachment 1: Engagement Letter for 2026 Legislative Representation by Laura Donaldson



Proposed Motion

Move to approve the waiving of the bidding policy and the engagement of Attorney Laura Donaldson for District representation before the 2026 Florida Legislative Session



AGENDA ITEM 10F

Meeting Date: December 18, 2025

Prepared by: Deputy Chief Kris Thomas

Subject: Selection of Contractor for Station 49 Construction

Objective

Obtain Board of Fire Commissioners selection of a contractor for the construction of Fire Station 49 on District property located on US 41 North & Cocohatchee Rd.

Background Information

The District has been working diligently through the steps necessary to construct a new Fire Station on the corner US 41 North and Cocohatchee Rd, just north of the intersection of US 41 and Old US 41. On October 6th, the District opened an 'Invitation to Bid' procurement process for prospective bidders on this project. The process closed on December 5th, and the received proposals were opened at a public meeting on the morning December 8th. The District evaluated the submissions for completeness and through due diligence has determined the following to be the list of responsive, responsible and qualified bidders (listed from lowest to highest):

Company	Total Bid Price
Build, LLC	\$7,439,350.00
DEC Contracting Group	\$8,049,232.54
RE Crawford Construction	\$8,062,882.05
Curran Young Construction	\$8,100,887.50
Path Construction	\$8,298,400.00
Heatherwood Construction	\$8,621,228.00
Manhattan Construction	\$8,743,068.20
Soave Development Company	\$10,229,873.76
Place Services, Inc	\$10,737,964.00

The District finds the response submitted by the following respondent to be non-responsive and the respondent to be non-responsible:

Company	Total Bid Price
Rycon Construction, Inc	\$7,213,719.23

Staff Recommendation

Staff recommends the Board accepts the responsive bids and awards a contract to the lowest, responsive, responsible and qualified bidder, Build, LLC., in an amount not to exceed \$7,439,350.00 for the construction of Fire Station 49.



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

Attachments:

Attachment 1: Notice of Intended Decision

Attachment 2: Agreement

Proposed Motion:

Motion to award the construction contract to Build, LLC. and authorize the Fire Chief to execute the Agreement, in an amount not to exceed \$7,439,350.00 for the construction of Fire Station 49.



AGENDA ITEM 10G

Meeting Date: December 18th, 2025

Prepared by: Deputy Chief Kris Thomas

Subject: 2024 FEMA, Assistance to Firefighters Grant (AFG) Award

Objective

Obtain Board acceptance of the 2024 AFG Award for the procurement of new Self-Contained Breathing Apparatus (SCBA, 'Airpacks').

Background Information

The District last purchased new SCBA units in 2012. The typical service life of an SCBA is 10 years. Due to the nature of an airpack for training, safety and familiarity (muscle memory recall) reasons, it is paramount that replacement of airpacks is across the board, 'all at one time'. The District maintains an inventory of roughly 150 airpacks. That need represents a rather large expense for the District. Whereas AFG guidelines mandate that current SCBA assets be a minimum of 10 years old to apply for replacement funding, the Logistics Division has applied for AFG Federal funding every year for this planned replacement since 2022 with no awards received. We have continued to optimize our grant application narratives and justifications each year. We are happy to report that the District's 2024 application has resulted in an award of \$1,230,000, of which \$1,118,181.81 represents the 90% cost Federal share of the 123 airpacks requested. The performance period for this grant is two years - 10/2/2025 to 10/1/2027.

Included in our approved 2025/2026 budget, the District allocated \$1,950,000 in 'Reserves' for this future purchase need. There are additional budgetary and equipment considerations beyond what we were able to apply for with this grant that will be addressed at a future Board meeting when we are ready for the procurement authorization.

Staff Recommendation

Staff Recommends the Board accepts the award on behalf of the District.

Attachments:

Attachment 1: AFG Award Letter

Proposed Motion:

Motion to accept the 2024 FEMA Assistance to Firefighters grant award in the amount of \$1,118,181.81.



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

AGENDA ITEM 10H

Meeting Date: October 30, 2025
Prepared By: Eric Bocock, Deputy Director
Subject: Request Approval of New District Policy

Objective

Board to approve new District policy.

Background Information

Florida special districts are political subdivisions with required compliance around governance, reporting, and oversight. Having an AI policy is a modern extension of those duties. Such a policy clarifies how the District will responsibly use new technology while staying aligned with state expectations for transparency and proper operations.

Considerations

The following District policy is presented for approval:

- 109 Artificial Intelligence Acceptable Use

Fiscal Impact

There is no fiscal impact for implementing an AI policy.

Attachments

Attachment 1: District Policy 109 Artificial Intelligence Acceptable Use

Recommendation

Staff recommends the Board approve new District Policy 109 Artificial Intelligence Acceptable Use with effective date of January 1, 2026.

Motion

Move to approve new District Policy 109 Artificial Intelligence Acceptable Use with effective date of January 1, 2026.



AGENDA ITEM 10I

Meeting Date: December 18, 2025
Prepared by: Lori Freiburg, Deputy Director
Subject: Request for Board Approval of Changes to 2026 Board of Fire Commissioner Meeting Schedule

Objective

To obtain Board approval for changes to the 2026 Board of Fire Commissioner meeting schedule

Background Information

At the November 20, 2025 Board of Fire Commissioner meeting, the Board approved the 2026 board meeting schedule as shown below. Staff needs to adjust two of the dates:

1. The July 30th meeting needs to move to July 23rd in order to better accommodate the timely approval of the 2026/2027 employee benefits package. The June 25th meeting is too early, and a July 30th meeting is too late to properly prepare the benefits package for open enrollment.
2. The October meeting was incorrectly listed as taking place on the 30th. The meeting should have been listed as the 29th.

Proposed Meeting Dates
January 29, 2026
February 26, 2026
March 26, 2026
April 30, 2026
May 28, 2026
June 25, 2026
July 30, 2026 July 23, 2026
August 27, 2026
September 24, 2026 (Afternoon/Evening Meeting)
October 30 29, 2026
November 19, 2026
December 17, 2026
<i>*All meetings are at 9:00 a.m. unless otherwise indicated.</i>

Fiscal Impact

There is no fiscal impact to adjusting the meeting dates.

Recommendation

Staff recommends the Board approve the changes to the 2026 Board of Fire Commissioner meeting schedule as presented.



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

Attachments

None

Proposed Motion

Move to approve the changes to the 2026 Board of Fire Commissioner meeting schedule as presented.