

**Matlacha/Pine Island Fire Control District  
Minutes for Regular Commissioners Board Meeting  
August 28, 2024**

**Call to Order:** Commissioner Player called the meeting to order at 5:02 p.m.

**Invocation:** Commissioner DeLacey led everyone in the invocation.

**Pledge of Allegiance:** Commissioner Player led everyone in the Pledge of Allegiance.

**Roll Call:** Commissioners Player, Cammick, Price, Hernandez and DeLacey were present. Chief Mickuleit, Assistant Chief Davis, Assistant Chief Allen, Finance Manager Miles, Admin Assistant Kerr, Captain Simer, Firefighters Baluja and Saunders, and District Attorney John Miller were present.

**Setting of Agenda:** Commissioner Player requested to move the good of the district to above the executive session. **Commissioner Price moved to approve the agenda as amended. Motion seconded by Commissioner Hernandez. Motion passed unanimously.**

**Approval of Minutes:**

1. July 22, 2024, Workshop Meeting Minutes **Commissioner Cammick moved to accept the minutes as presented. Motion seconded by Commissioner Price. Motion passed unanimously.**
2. July 24, 2024, Regular Meeting Minutes **Commissioner Price moved to accept the minutes as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

**Treasurers Report:** 7/20/24 – 8/23/24 Presented by Commissioner Cammick. **Commissioner Price moved to accept the Treasurers Report as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

**Cash Disbursements:** 7/20/24 – 8/23/24 **Commissioner Cammick moved to accept the cash disbursements as presented. Motion seconded by Commissioner Hernandez. Motion passed unanimously.**

**Accountants Compilation Report:** Finance Manager Miles presented the month end report for July 31, 2024. **Commissioner Hernandez moved to accept the Accountants Compilation Report. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

**Commissioners' Expenses:** None.

**Guest Speakers:** None.

**Public Comment:** None.

**Firefighters:** Captain Simer informed the Board of a water rescue training that the crews will be able to participate in with the City of Cape Coral.

**Union:** None.

**Old Business:**

1. **Station 2 update/ Architecture Preliminary Design:** The grant looks promising! The final decision will go before the BOCC next Tuesday, Sept 3.
2. **Legislation Update:** None.

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3. Statement of Work (Heads up CPR): Assistant Chief Allen updated the board on the status of this agreement. Since the last meeting the attorney has had a chance to review and confirm that he agrees that we have satisfied the agreement and since the original agreed upon products are not available, he has reached out to Stryker directly and gotten a quote for three of the Lucas devices which would be close to the amount of money that we were awarded from the state. **Commissioner Hernandez moves to allow Assistant chief Allen to execute the purchase order for the three devices at the quoted amount and to pull the additional amount needed from the carryover in the medical supply budget for the current fiscal year. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

**New Business:**

1. Resolution 2024-008: Budget Amendment 2024-001 Finance Manager Miles presented the board with the proposed budget amendment. This amendment would clear up the major variances in the budget to actual for the fiscal year. The ultimate result is an addition of \$124k to the ending fund balance to be carried over to the next fiscal year.  
**Resolution 2024-008: A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida, approving budget amendment #2024-001; providing for an effective e date. Commissioner Price moved to accept the budget amendment as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**
2. Resolution 2024-009: Fee Schedule Update: This resolution will update the fees charged for certain services provided by the District. These changes have been discussed at previous meetings and workshops. **Resolution 2024-009: A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida, adopting revisions to the fee schedule for services rendered by the District; providing for an effective date. Commissioner Price moved to accept the amended fee schedule as presented. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**
3. Resolution 2024-010: Fund Balance Policy: At previous workshops discussion of unassigned fund balance has led the board to update this to what they believe is a more realistic amount of 20% from 25%. **Resolution 2024-010: A resolution of the Matlacha/Pine Island Fire Control District of Lee County, Florida, approving the revised fund balance policy; providing for an effective date. Commissioner Price moved to approve the revised fund balance policy. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**
4. Mobile Eye's Inspection Software: Assistant Chief Davis presented the board with a suggested addition to our inspection reporting capabilities. Currently the software being used is outdated and extremely difficult to navigate. The new software is used by most districts in the county and would provide additional benefits beyond inspections. The pre-fire plans would allow for crews to pull up an arial of the building on the way to a fire event and get an idea of all the resources and hazards they may face before the arrive on scene. The addition of this software would not go above and beyond the budget already set out in the subscriptions account, since there were other planned changes that administration

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decided not to do. **Commissioner Price moved to allow administration to move forward with the transition to Mobile Eye's for inspection software. Motion seconded by Commissioner DeLacey. Motion passed unanimously.**

**Chief's Report:**

- The county performed an Impact Fee study, the initial results are showing a 13% increase in impact fees for our district, however the study is being reviewed because of some discrepancies in other parts of the county.
- Assistant Chief Allen is looking into hosting a cadaver lab for the crews training opportunity.
- The ice machine at Station 4 broke this week. We are looking in to the most cost effective way to fix or replace.
- Crews responded to a structure fire in Cherry Estates a few weeks ago, they put a quick stop to a travel trailer parked next to a mobile home.
- The final decision on the grant for Station 2 will be next Tuesday, September 3. Administration will be in attendance.
- Back to school banners were a success.
- The few employees selected to attend the peer support training will be going next week.
- The irrigation at Station 3 has a significant leak. The company hired is having a hard time locating the leak, but since it is just the irrigation the water has been turned off.
- Assistant Chief Davis presented the call report for July 2024.

**Public Comment:** None.

**Good of the District:**

Kiwanis is hosting a Labor Day Bike Rodeo for kids next Monday, Sept 2 from 11-4pm. Cape Royal will be hosting their annual cancer walk on Oct 5<sup>th</sup>. The department will be hosting open house on October 26<sup>th</sup> along with a blood drive. Kiwanis fall fest at the elementary school will be the day before, October 25<sup>th</sup>.

**Executive Session:** Union Contract. Attorney John Miller stated for the record that the individuals allowed in executive sessions related to union negotiations are the board, chief, and any of his designees. The Chief has designated his negotiating team to be, himself, Assistant Chief Matthew Davis, Assistant Chief Cody Allen, Finance Manager Sarah Miles, and District Attorney John Miller. These individuals will be in the executive session along with all 5 board members.

*The meeting resolved into executive session at 6:02pm.*

*The meeting resolved back into regular session at 7:04pm.*

**Adjournment:**

**Commissioner DeLacey moved to adjourn. Motion seconded by Commissioner Hernandez. Motion passed unanimously.**

Meeting adjourned.

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Respectfully submitted,  
*Sarah Miles*  
District Finance Manager

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Board Secretary