

**Matlacha/Pine Island Fire Control District**  
**Minutes for Workshop**  
**March 20, 2023**

**Call to Order:** Commissioner Player called the meeting to order at 5:00 p.m.

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

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

**Roll Call:** Commissioner Player, Cammick, DeLacey and Hernandez were present.

Commissioner Price was excused. Chief Mickuleit, Assistant Chief Davis, Assistant Chief Allen, Administrative Assistant Miles, and Accountant Renee Lynch were present.

**Public Comment:** There was no public in attendance.

**Business:**

1. 5-year plan and budget assumptions:

Renee began the discussion as to how the 5-year plan is formulated and presented the plan with an assumptions list for their review and decision. Renee will then take the assumptions made and compile a 5-year budget.

1. Population growth

2. # of calls

Population growth and # of calls do not directly effect the budget, however they have an indirect effect on certain aspects of the budget. The board discussed generally that population and call volume is likely to continue to increase over the next five years.

3. Property value changes

a. New construction: In prior year's assumptions 1% increase for new construction was used and that has been the average over past years. The board decided to increase this to 5%, given the expected population increases to the area.

b. Market Value Increase: Renee noted that administration has already been informed by the property appraiser to expect a 20% decrease in taxable value for FY 2024, however beyond that what would the board like to assume? The board agreed that a 5% increase in year 2-5 made good sense.

c. Refund of FY 23 Ad valorem revenue: Administration has also been informed that the tax refunds which will be paid back to homeowners for the last three months of 2022 will most likely be deducted from the first deposits of 2024 revenues. Admin assistant Miles calculated a rough, worst-case scenario of \$700,000. The board agreed to just go with this amount until we hear more from the property appraiser/tax collector.

4. CPI for operating expenses: Current CPI for Feb 2022 – Feb 2023 is 6%. The board is good with using this for the next 5 years.

5. Personnel

a. # of additional employees: The original plan was for 3 new firefighters in 2024 and 2026. The board would like to stick to this plan if it is possible.

b. Union contract: increases in wages will be calculated based on the terms of the current contract.

c. Health Insurance: 12% premium increase is what was used in last year's projections, and it was spot on. The board agreed to keep this rate.

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- d. Retirement: Retirement contributions is determined by the FRS, it has steadily increased of there last couple years. Renee suggests 27% moving forward. The board agrees.
6. Capital Outlay
  - a. Station 2 rebuild: the board would like to stay on track to get the building of Station 2 underway as planned. Renee will include the loan and estimated up-front costs in 2024.
  - b. 5-year capital plan: Renee suggested cutting the capital outlay by 50% in the current year budget. The board would like to estimate only a 25% cut.
7. Timing of ALS Implementation: This will not change! The board is ok with the estimates developed las year for \$260k in 2024, \$160k in 2025, \$260k in 2026, \$210k in 2027 and \$160k in 2028.
8. Fund balance:
  - a. Unassigned ending fund balance: currently the board has the unassigned fund balance set to 25% of personal services plus operating expenses. The board all agrees that they would like to see how 20% looks.
  - b. Contingency/disaster reserve: Originally this reserve is set to \$1.5M. Given this year and next year's hits, they would like to get this reserve up to \$2M going forward.
9. Millage Rate: Give the expected significant decreases in taxable value, the board agrees with setting the millage to the max of 3.7500, and seeing if with these assumptions there is excess or a deficit.

Renee will take all of the assumptions and have a 5-year budget ready for the next workshop. Renee will be out of town for next month's workshop, so the board decided to cancel the April workshop and plan on the May workshop.

While discussing the assumptions, commissioner Hernandez presented the board with a letter he was working on to possibly send to some state representatives in hops of getting some financial assistance to offset possible deficits in the coming year, cue to Hurricane Ian. The board decided to have the attorney, Sarah Spector, review this letter and have comments/suggestions for Wednesday's regular meeting where the board can decided to send the letter officially.

**Adjournment:**

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

**Motion passed unanimously.**

Meeting adjourned.

Respectfully submitted,  
*Sarah Miles*  
District Administrative Assistant

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Board Secretary