



Captiva Island Fire Control District

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Captiva Island Fire Control District Commission Meeting Minutes April 11, 2023

Call Meeting to Order

Commissioner Brown called the meeting to order at 4:01 pm. Commissioners Sims, Campbell, Brown and Chief Pawul present.

Minutes from Regular Board Meeting

March 14th Meeting minutes reviewed and approved/ signed. Commissioner Sims made the motion to approve, second by Commissioner Campbell, no discussion.

- a. Synovus Line of Credit- **Resolution 2023-05** to approve of the initial terms provided by Synovus Bank for a Line of Credit in the amount of \$750, 000. Motion was made by Commissioner Campbell, second by Commissioner Sims, motion carries.

Financial Statements

Financial statements through March 31, 2023 were reviewed and approved as presented.

Administrative Update

- a) Personnel responded to 34 emergencies, 0 fire inspections were completed. Personnel compensated absences reviewed through March 31.

Operations Update

- a) Review the current process of FEMA reimbursement- initial review completed
- b) Property Tax refund- the amount the District may be responsible for is unknown until April or May when the requests are due to the Property Appraiser.
- c) Property values for FY23-24 are expected to drop 20-30% per the Property Appraiser initial estimates.
- d) Community Disaster Loan- Chief is filing applications and paperwork for FEMA Community Disaster Loan to see if we can qualify.
- e) 5-Year plan- Chief is working a new 5-year plan for the District. Draft plan presented to Board for comment. Recommended adding a helicopter landing site to the future facilities/ land section.
- f) Performance review is underway with BJM consulting. Chief working to have the process completed in the next month or two.
- g) Financial audit- Chief is working with the auditing firm CLA to complete this year's annual financial audit of the District.

General Business

- b. Roof replacement- **Resolution 2023-06** to approve of the contract with Saint Raphael Roofing to replace the metal roof of the fire station due to hurricane damage. Motion by Commissioner Sims, second by Commissioner Campbell, motion carries.
- c. Lee County Interlocal agreement- **Resolution 2023- 07** to approve of the lease agreement presented to house a LCEMS ambulance and staff at the fire station. Initial term is for 5 years at \$36,000 per year. Motion by Commissioner Campbell, second by Commissioner Sims. Motion carries.

New Business

Public Comment

None

Motion to adjourn by Campbell, second by Commissioner Sims, meeting adjourned by Commissioner Campbell at 5:13 pm.

Jeff Brown _____

Sherrill Sims _____

Carole Campbell _____