

**SAN CARLOS PARK FIRE PROTECTION & RESCUE SERVICE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING AGENDA**

**Date: August 14, 2025**

**6:00 p.m.**

**19591 BEN HILL GRIFFIN PARKWAY  
FORT MYERS, FL 33913**

**Meeting Called to Order**

**Pledge of Allegiance**

**Moment of Silence**

**Fire Commissioner Roll Call**

**Adoption of Agenda (Approval)**

**Consent Agenda (Approval, Discussion or Items to be pulled for discussion)**

*The items listed are considered routine and actions will be taken by one motion; if a Commissioner desires discussion, the specific item will be removed during the Adoption of the Agenda and considered separately.*

- Approval of Records of Proceedings
- Approval of July 2025 Treasurers Report
- Approval of Bills to be paid.

**Fire Chief's Report – Items to be pulled**

**Old Business** [Note: Prior to Board action being taken on each of the Business Agenda Items, (old and new business) members of the public will have up to three (3) minutes per person to make public comment on each of the agenda items after the Fire Commissioners have had their discussion]

**New Business**

**Public Input:** Allocates up to 3 minutes each

**Adjournment**

**SAN CARLOS PARK FIRE DISTRICT  
REGULAR BOARD MEETING  
August 14, 2025**

**RECORD OF PROCEEDINGS FROM JULY 10, 2025, REGULAR BOARD MEETING:**

Commissioner Hathaway opened the regular board meeting at 6:00 p.m.

Pledge of Allegiance

Moment of Silence

**ROLL CALL**

**Fire Commissioners Present:**

Chairperson Darleen Hathaway

Commissioner Matthew Fields

Commissioner Steve Tokarz

**Administrative Staff Present:**

Fire Chief David Cambareri

Division Chief Brad Altstatt

Executive Assistant Jennifer Bossi

Finance & Human Resource Director Kass Whidden

Facility & Logistics Manager Richard Doupe

\*Commissioner Craig Weinbaum and Commissioner Mark Stirns were absent, which was excused.

**ADOPTION OF AGENDA**

*Commissioner Fields made a motion to approve and adopt the agenda. Commissioner Tokarz seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

**ITEMS TO BE PULLED FOR DISCUSSION**

None

*Commissioner Fields made a motion to approve the Consent Agenda. Commissioner Tokarz seconded. The motion was voted upon, with no further questions, the motion carried unanimously.*

**CHIEF'S REPORT**

- 2023-2024 Audit Presentation
- DR420 DR420MMP Discussion
- Quarterly Report Presentation
- Fire & Rescue Calls June 2025
- 2025-2026 Proposed Budget Presentation
  - With a Board Majority vote of the Governing Body – 2.7481 (max.)
  - Two thirds vote of the Governing Body – 3.0229
  - Administration staff suggestion – 2.3590 (below max of 3.0000)

After the presentation of the 2025-2026 Proposed Budget, Fire Chief Cambareri and Administration staff suggest the millage rate 2.3590.

*Commissioner Fields motioned to move forward and accept the administrative suggestion for 2.3590 millage rate and ad valorem taxes of \$23,053,435.00 for the 2025-2026 fiscal budget. Commissioner Tokarz seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

**OLD BUSINESS**

- Engine 55 has arrived,
- Station 55 CO discussion,
- Tentative Budget Hearing set for Thursday September 11, 2025

**NEW BUSINESS**

- COCPN Agreement for signature,
- Policy Revisions

*Commissioner Fields motioned to approve revised policies 204.14 Return to Work, 219 Ownership of District deliverables, 302.3 Procurement, Commissioner Tokarz seconded. The motion was voted upon, with no questions, the motion carried unanimously.*

- Resignation Announcements

**PUBLIC INPUT**

None

*Commissioner Hathaway adjourned the meeting at 7:02 p.m.*

Respectfully Submitted,  
Commissioner Matthew Fields  
Secretary

**SAN CARLOS PARK FIRE DISTRICT  
TREASURER'S REPORT  
AUGUST 14, 2025**

BB&T OPERATING CASH BALANCE	6/30/25	\$1,023,170.74
DEPOSITS	7/31/25	\$991,920.94
Transfers	7/31/25	\$1,500,000.00
INTEREST	7/31/25	
DISBURSEMENTS	7/31/25	\$2,672,122.67
Transfers	7/31/25	
ACCOUNT BALANCE AS OF	7/31/25	\$842,969.01
BB&T OPERATING ACCT SAVINGS	6/30/25	\$20,315,659.42
DEPOSITS	7/31/25	\$11,030.70
Transfers	7/31/25	
INTEREST	7/31/25	\$33,704.17
DISBURSEMENTS	7/31/25	\$267.00
Transfers	7/31/25	\$1,500,000.00
ACCOUNT BALANCE AS OF	7/31/25	\$18,860,127.29
BB&T PETTY CASH ACCOUNT BALANCE	6/30/25	\$1,150.25
DEPOSITS	7/31/25	\$2,485.00
INTEREST	7/31/25	
DISBURSEMENTS	7/31/25	\$1,600.00
ACCOUNT BALANCE AS OF	7/31/25	\$2,035.25
BB&T IMPACT FEE ACCOUNT	6/30/25	\$2,872,598.59
DEPOSITS	7/31/25	
Transfers	7/31/25	
INTEREST	7/31/25	\$5,030.09
DISBURSEMENTS	7/31/25	\$60.00
Transfers	7/31/25	
ACCOUNT BALANCE AS OF	7/31/25	\$2,877,568.68
BB&T COMPENSATED ABSENCES ACCOUNT	6/30/25	\$1,578,156.73
DEPOSITS	7/31/25	
Transfers	7/31/25	
INTEREST	7/31/25	\$2,763.43
DISBURSEMENTS	7/31/25	\$60.00
Transfers	7/31/25	
ACCOUNT BALANCE AS OF	7/31/25	\$1,580,860.16
FL SAFE ASSET ACCOUNT	6/30/25	\$5,431,599.59
DEPOSITS	7/31/25	
Transfers	7/31/25	
INTEREST	7/31/25	
DISBURSEMENTS	7/31/25	
Transfers	7/31/25	
ACCOUNT BALANCE AS OF	7/31/25	\$5,431,599.59
OPERATING ACCOUNT BALANCE	7/31/25	\$19,703,096.30
(INCLUDES OPERATING AND SAVINGS)		
PETTY CASH ACCOUNT BALANCE	7/31/25	\$2,035.25
IMPACT FEE ACCOUNT BALANCE	7/31/25	\$2,877,568.68
COMPENSATED ABSENCES ACCOUNT BALANCE	7/31/25	\$1,580,860.16
FL SAFE ASSET ACCOUNT BALANCE	7/31/25	\$5,431,599.59
BANK BALANCES AS OF	7/31/25	\$29,595,159.98

**SAN CARLOS PARK FIRE DISTRICT  
PREPAID BILLS  
AUGUST 14, 2025**

VENDOR NAMES	AMOUNT	CHECK #	DESCRIPTION
AMAZON	\$ 3,654.85	ACH	STA #55 SUPPLIES
FMIT	\$ 7,332.60	ACH	CHAPTER 175 FIDUCIARY LIABILITY INS
FPL	\$ 4,330.75	ACH	ELECTRIC SERVICE - ALL STATIONS
NATIONWIDE INSURANCE	\$ 75,000.00	ACH	PEHP FY 22-23 FUNDING
OFFICE DEPOT	\$ 757.57	ACH	OFFICE SUPPLIES
STANDARD	\$ 4,876.40	ACH	LIFE & LTD INSURANCE
SUMMIT BROADBAND	\$ 360.04	ACH	STA #54 TV/INTERNET SERVICE
TRUIST	\$ 23,158.55	ACH	PHONE/INTERNET/WATER SERVICE, PARTS
WASTE PRO	\$ 1,327.09	ACH	GARBAGE SERVICE - ALL STATIONS
<b>PRE PAID BILLS TOTAL</b>	<b>\$120,797.85</b>		
PAYROLL TAXES PAY 21 07/18/25	\$ 95,700.24	DEBIT MEMO	
PAYROLL TAXES PAY 22 08/01/25	\$ 92,206.20	DEBIT MEMO	
PAYROLL TAXES COMM. 07/10/25	\$ 254.50	DEBIT MEMO	
<b>PAYROLL TAX TOTAL</b>	<b>\$ 188,160.94</b>		
DEBIT MEMO - DIV. OF RETIREMENT	\$ 18,419.94	STATE OF FLORIDA RETIREMENT	
DEBIT MEMO - FMPTF	\$ 212,289.32	CHAPTER 175 RETIREMENT	
DEBIT MEMO - CIGNA	\$ 190,461.38	HEALTH INSURANCE	
DEBIT MEMO - MICROSOFT	\$ 2,211.00	OFFICE 365 MONTHLY FEE	
DEBIT MEMO - PRINCIPAL LIFE	\$ 58.16	CHIEF CAMBARERI LIFE INSURANCE	
DEBIT MEMO - AMERIFLEX	\$ 147.00	COBRA/RETIREE INSURANCE BILLING	
<b>DEBIT MEMO TOTAL</b>	<b>\$ 423,586.80</b>		
<b>SUB-TOTAL</b>	<b>\$732,545.59</b>		
MONTHLY BILLS TO BE PAID	\$151,383.70		
<b>TOTAL</b>	<b>\$ 883,929.29</b>		
<b>PRE PAID BILLS TOTAL</b>	<b>\$ 120,797.85</b>		
<b>PAYROLL TAX TOTAL</b>	<b>\$ 188,160.94</b>		
<b>DEBIT MEMO TOTAL</b>	<b>\$ 423,586.80</b>		
<b>MONTHLY BILLS TOTAL</b>	<b>\$ 151,383.70</b>		
	<b>\$ 883,929.29</b>		

## San Carlos Park Fire Protection &amp; Rescue Service District

08/12/25

## Monthly Check Detail

Accrual Basis

August 14, 2025

Name	Num	Amount	Memo
<b>Aug 14, 25</b>			
Amazon.com	ACH	-1,858.30	Sta #55 equipment
American 3B Scientific	ACH	-11,055.95	Realiti Plus medical equipment
American Firehouse Furniture	ACH	-930.00	Metal chairs (6)
American Pest Pro	ACH	-383.00	Pest control & rat traps
AmeriGas	ACH	-210.65	Sta. #3 propane
A-Expert Tire & Service	ACH	-2,955.94	Unit #2370 tires (6)
Bennett Fire Products Co	ACH	-3,370.00	Leather fronts, hoods
Boulevard Tire Center	ACH	-5,014.08	Loose tires (6)
Bound Tree Medical	ACH	-4,366.51	Medical supplies
Brad Altstatt	ACH	-250.00	Per diem
BSFD Fleet Maintenance	ACH	-13,496.34	Apparatus preventive maintenance & r...
Caley Frappier	ACH	-199.00	Training: Handtevy renewal
Cardio Partners	ACH	-1,659.99	AED alarm cabinet
Channel Innovations	ACH	-2,528.12	Mako service - Sta #1, #3 & #4
Coconut Point Ford	ACH	-1,246.30	Vehicle repair
Collier Electric of Fort Myers	ACH	-7,000.76	Sta #55 electrical components
Colton Hardee	ACH	-3,873.33	Paramedic reimbursement
Comcast	ACH	-156.00	Sta #2 & #3 cable boxes
Coral Springs Regional Institute	ACH	-6,698.00	Lt promotional testing
CRS Technology	ACH	-6,980.00	MSP reporting, remote support
Culligan	ACH	-43.50	Sta #3 water service
Dick Williams	ACH	-571.66	Parts
Drug Testing Place	ACH	-516.00	Random drug testing
ESO Solutions	ACH	-612.85	Software integration
Extreme Temp Air Conditionin...	ACH	-5,065.00	Sta #3 AC replacement
Fastenal Co	ACH	-11,065.98	Household supplies, vending fees
Florida PPE Services	ACH	-298.76	Bunkergear repair
Forest Utilities, Inc.	ACH	-67.82	Sta. #2 sewer
G & C Automotive & Towing	ACH	-400.00	Tow unit #2370 to shop
G23 Services LLC	ACH	-602.00	MDC & LTE Sierra wireless monthly se...
Garage Doors by Roy North, Inc.	ACH	-620.00	Sta #1 bay door springs
Grainger	ACH	-404.14	Pan, headlight, household supplies
Lee Co Utilities	ACH	-60.30	Sta #55 water
LeeSar Regional Service Center	ACH	-1,431.89	Medical supplies
IAFC Membership Renewal	ACH	-75.00	Membership Dues - Cambareri 94418
James Van Valkenburg	ACH	-3,873.33	Paramedic reimbursement
Justin Richards	ACH	-2,192.42	Training: Paramedic reimbursement
Knotty Wood Creations	ACH	-2,100.00	Sta #55 table
Lightning Wireless Solutions	ACH	-2,630.00	Siren, repair, etc
Lucas Karth	ACH	-350.00	Per diem
Mark Martine	ACH	-30.00	Training: Wind Driven Fires
MES-Florida	ACH	-489.86	Carabiner mount (14)
Nafeco	ACH	-2,084.70	Uniforms
Gulf Coast Fire & Security	ACH	-540.00	Sta #1, #3 & #4 quarterly fire alarm rep...
Ogletree, Deakins, Nash, Smo...	ACH	-1,140.00	Legal services
Plumbing Solutions of SW FL	ACH	-2,768.56	Sta #1 lift station repair
Quality Cabinets & Counters	ACH	-1,500.00	Sta #1 cabinet top repair
Quattrone & Associates, Inc	ACH	-3,200.00	Engineer services
Ryan Petroleum	ACH	-6,363.24	Sta #1, #3 & #4 fuel
Streamline	ACH	-500.00	Software migration
Team Equipment	ACH	-5,539.19	E55 FLIR camera & supplies
Ten - 8 Equipment Inc.	ACH	-16,789.98	Sta #55 parts, parts
Three Oaks Towncenter POA	ACH	-609.00	POA dues
Trophy Case of Fort Myers	ACH	-300.25	Tags, boards
Uline	ACH	-549.72	Coffee maker - Sta #55
Verathon	ACH	-572.51	Medical supplies
VFIS	ACH	-1,147.00	Add vehicle to insurance
Waste Pro of Florida, Inc (FTM)	ACH	-46.77	Sta. #5 garbage service
<b>Aug 14, 25</b>		<b>-151,383.70</b>	

**REGULAR BOARD MEETING  
CHIEF'S REPORT  
AUGUST 14, 2025**

1. Back to School Event – Monday, August 11th, 2025, was the first day of school for most Lee County Schools. Our staff was once again out with banners reminding all drivers to slow down for children. This is the twelfth year we have held this child safety event.
2. July Fire & Rescue Calls – The San Carlos Park Fire protection and Rescue Service District ran a total of 429 fire and rescue calls for the month of July 2025. Also for review is the fire/rescue comparison sheet which is attached and will be reviewed at the meeting. Our staff continues to assist with station maintenance, medical training and fire training activities.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'D. Cambareri', with a stylized flourish at the end.

David Cambareri  
Fire Chief

**SAN CARLOS PARK FIRE DISTRICT**

REMINDS YOU

**SCHOOL IS BACK IN SESSION**

**SLOW DOWN &  
WATCH FOR CHILDREN**



Emergency Calls For 2023, 2024, 2025				
	2023	2024	2025	
JAN	472	516	543	5.23%
FEB	515	481	439	-8.73%
MAR	543	470	491	4.47%
APRIL	480	461	499	8.24%
MAY	466	496	472	-4.84%
JUNE	446	443	414	-6.55%
JULY	405	437	429	-1.83%
AUG	486	480	0	0.00%
SEP	490	522	0	0.00%
OCT	469	561	0	0.00%
NOV	435	500	0	0.00%
DEC	461	529	0	0.00%
<b>TOTAL</b>	<b>5668</b>	<b>5896</b>	<b>3287</b>	<b>55.75%</b>
Overall average call volume percentage to date:				-0.57%

**Incidents by Type Report (Summary)**

Alarm Date between 2025-07-01 and 2025-07-31

<b>Incident Type Code</b>	<b>Incident Type</b>	<b>Count</b>	<b>% of Incidents</b>
<b>100 - Fire</b>			
111	Building fire	1	0.23%
112	Fires in structure other than in a building	0	0.00%
113	Cooking fire,confined to container	3	0.70%
114	Chimney or flue, confined to chimney	0	0.00%
118	Trash or rubbish fire,contained	0	0.00%
121	Fire in mobile home used as fixed residence	0	0.00%
122	Fire in motor home, camper, recreational vehicle	0	0.00%
123	Fire in portable building, fixed location	0	0.00%
131	Passenger Vehicle Fire	0	0.00%
132	Road freight or transport vehicle fire	0	0.00%
134	Water vehicle fire	0	0.00%
137	Camper or recreational vehicle (RV) fire	0	0.00%
138	Off road vehicle or heavy equipement fire	0	0.00%
140	Natural vegetation fire, other	0	0.00%
141	Forest, woods or wildland fire	0	0.00%
142	Brush or brush-and-grass mixture fire	2	0.47%
143	Grass Fire	0	0.00%
151	Outside rubbish, trash or waste fire	2	0.47%
154	Dumpster or other outside trash receptacle fire	1	0.23%
161	Outside storage fire	0	0.00%
162	Outside equipment fire	2	0.47%
173	Cultivated trees or nursery stock	0	0.00%
		<u>11</u>	2.56%
<b>200- Explosions</b>			
221	Over pressure rupture of air or gas pipe/pipline	0	0.00%
251	Excessice heat,scorch burns with no ignition	1	0.23%
		<u>1</u>	0.23%
<b>300 - EMS</b>			
311	Medical assist, assist EMS crew	14	3.26%
321	EMS call, excluding vehicle accident with injury	229	53.38%
322	Motor vehicle accident with injuries	8	1.86%
323	Motor vehicle/pedestrian accident (MV Ped)	0	0.00%
324	Motor vehicle accident with no injuries.	13	3.03%
331	Lock-in( if lock out, use 511)	0	0.00%
342	Search for person in water	0	0.00%
352	Extrication of victim(s) from vehicle	0	0.00%
353	Removal of victim(s) from stalled elevator	3	0.70%
356	High angle rescue	0	0.00%
357	Extrication of victim(s) from machinery	0	0.00%
361	Swimming/recreational water areas rescue	0	0.00%
365	Watercraft rescue	0	0.00%
371	Electrocution or potential electrocution	0	0.00%
381	Rescue or EMS standby	0	0.00%
		<u>267</u>	62.24%
<b>400 - HAZMAT</b>			
411	Gasoline or other flammable liquid spill	0	0.00%
412	Gas leak (natural gas or LPG)	1	0.23%
413	Oil or other cumbustible liquid	0	0.00%
421	Chemical hazard no spill or leak	0	0.00%
422	Chemical spill or leak	0	0.00%

423 Refrigeration leak	0	0.00%
424 Carbon monoxide incident	0	0.00%
440 Electrical wiring/equipment problem, other	0	0.00%
441 Heat from short circuit	1	0.23%
442 Overheated motor	0	0.00%
443 Breakdown of Light Ballast	0	0.00%
444 Power line down	2	0.47%
445 Arching Shorted elec. Equip	1	0.23%
461 Building or structure weakend or collapsed	0	0.00%
462 Aircraft standby	0	0.00%
463 Vehicle accident, general cleanup	0	0.00%
480 Attempted burning, illegal action,other	0	0.00%
481 Attempt to burn	0	0.00%
	<u>5</u>	1.17%

**500 - Service Call**

510 Person in distress, other	0	0.00%
511 Lock-out	0	0.00%
512 Ring or jewelry removal	0	0.00%
520 Water Problem, other	0	0.00%
521 Water evacuation	0	0.00%
522 Water or Steam	1	0.23%
531 Smoke or oder removal	2	0.47%
540 Animal problem, other	0	0.00%
541 Animal problem	0	0.00%
542 Animal Rescue	3	0.70%
550 Public service assistance	0	0.00%
551 Assist police or other GOV agency	0	0.00%
552 Police matter	2	0.47%
553 Public service	4	0.93%
554 Assist invalid	22	5.13%
555 Defective elevator, no occupants	0	0.00%
561 Unauthorized burning	0	0.00%
571 Stand By	0	0.00%
	<u>34</u>	7.93%

**600 - Series**

611 Dispatched & canceled en route	52	12.12%
621 Wrong Location	0	0.00%
622 No incident found on arrival at dispatch address	14	3.26%
631 Authorized controlled burning	0	0.00%
632 Prescribed fire	0	0.00%
641 Vicinty alarm (incident in other location)	0	0.00%
651 Smoke scare, oder of smoke	2	0.47%
652 Steam, vapor,fog,or dust thought to be smoke	0	0.00%
653 Smoke form Barbcue, tar kettle	0	0.00%
661 EMS call, party transported by non-fire agency	0	0.00%
671 Hazmat release investigation w/no hazmat	0	0.00%
	<u>68</u>	15.85%

**700 - False Alarm**

700 False alarm or false call, other	0	0.00%
710 Malicious false call, other	0	0.00%
711 Municipal alarm, malicious fasle alarm	0	0.00%
713 Telepone, malicious false alarm	0	0.00%
714 Central satation, malicious fasle alarm	1	0.23%
715 Local alarm system, malicious false alarm	1	0.23%
731 Sprinkler activation due to malfunction	0	0.00%

733 Smoke detector activation due to malfunction	3	0.70%
734 Heat detector activation due to malfunction	2	0.47%
735 Unintentional transmission of alarm, other	5	1.17%
736 CO detector activation due to malfunction	1	0.23%
740 Unintentional transmission of alarm, other	1	0.23%
741 Sprinkler activation, no fire - unintentional	1	0.23%
743 Smoke detector activation, no fire - unintentional	5	1.17%
744 Detector activation, no fire - unintentional	4	0.93%
745 Alarm system activation, no fire - unintentional	16	3.73%
746 Carbon monoxide detector activation, no CO	1	0.23%
	<u>41</u>	9.56%
<b>800-Severe Weather</b>		
812 Flood assesment	0	0.00%
814 Lightning strike no fire	2	0.47%
	<u>2</u>	0.47%
<b>900-Special Incident</b>		
900 Special type of incident, other	0	0.00%
Total Incident Count	<u>429</u>	100.00%

**Incidents by District (Summary)**

Alarm Date between 2025-07-01 and 2025-07-31

<b>District</b>	<b>#</b>	<b>%</b>
San Carlos Park Fire and Rescue District	392	91.38%
Fort Myers Beach Fire Rescue EMS	0	0.00%
Lehigh Acres Fire Control District	0	0.00%
City of Fort Myers Fire Department	0	0.00%
Bonita Springs Fire Department	0	0.00%
Estero Fire and Rescue District	22	5.13%
Bayshore Fire and Rescue Service District	0	0.00%
Iona McGregor Fire District	0	0.00%
Cape Coral Fire Department	0	0.00%
Lee County Airport Rescue and Firefighting	0	0.00%
Out of County	0	0.00%
South Trail Fire Protection and Rescue District	15	3.50%
	<hr/> 429	100.00%

  

<b>Zone</b>	<b>#</b>	<b>%</b>
51	163	38.00%
52	64	14.92%
53	62	14.45%
54	140	32.63%
	<hr/> 429	100.00%