

Sanibel Fire & Rescue District

Board of Fire Commissioners | September Meeting Minutes

Date and Time: Wednesday, September 3, 2025, at 3:30 PM

Location: Station 171 – 2351 Palm Ridge Road, Sanibel, FL 33957

Attendance:

Commissioners: Chairman Jerry Muench, Vice Chairman Bruce Cochrane, Secretary/Treasurer Richard McCurry

Administrative Staff: Fire Chief Kevin Barbot, Deputy Chief John DiMaria, Assistant Chief Chris Jackson, Fire Marshal Larry Williams, Administrative Assistant Greta Fulkerson

Guests: Tiffany Repecki (Island Reporter)

Call to Order / Pledge of Allegiance

The meeting was called to order by Commissioner Muench. The Pledge of Allegiance followed.

Approval of Previous Minutes

The minutes of the August meeting were reviewed. A motion was made by Commissioner McCurry to approve the August meeting minutes as presented. The motion was seconded by Commissioner Cochrane. With no discussion, the motion carried unanimously.

Fire Marshal Williams' Report

- **Inspections & Plan Reviews:** August activity included 28 plan reviews and 176 inspections. Most plan reviews nowadays are new projects and not as many remodels.
- **Island Rebuild Status:** Fire Marshal Williams reported significant progress across condominium properties, estimating ~80% completion. Several complexes are largely complete, including Sand Pointe, Nutmeg, and Colony Inn; Junonia remains a challenging site. Many of these properties have yet to handle landscaping. King's Crown and some areas are still experiencing persistent flooding issues after heavy rain.
- **Project Updates:** American Legion ribbon cutting held; Shalimar nearing completion with elevators pending, targeted opening date is September 28th; Beachview walkthrough scheduled with Chiefs, challenges include lack of rear property access however, mitigated by standpipes and sprinklers; SCCF dorms upgraded to NFPA 13 regular sprinkler system; Sanibel Sunset Beach Resort demoed; Song of the Sea slated for demo.

Assistant Chief Jackson's Report

- **Apparatus Maintenance:** NFPA annual maintenance and testing completed for all apparatus (both engines and the ladder). Brush 171 displayed in Orlando for a

conference, manufacturer handled small maintenance issues before returning. Marine 171 rust and primer issues corrected. Marine 172 (“Lady Diane”) in regular use for training purposes, still on initial fuel tank.

- **Station 172 Construction:** LVP flooring and baseboards installation near completion on the second floor. All second-floor appliances have been delivered. Upper cabinets replaced after the initial installation was incorrect; Countertops installation also with minor issues that are being addressed. Toning system being corrected; the blueprint for the speakers and lights was not followed accurately. Driveway and exterior decking underway but delayed due to design discrepancies with contractor. Wood decking and handrail installation are scheduled for completion soon, wood wrapping for steel porch beams in progress. Full building punch list date is targeted for September 17th. Punch list is a pre-move-in quality check for deficiencies but does not grant temporary certificate of occupancy (TCO). Post-TCO, any new deficiencies are District responsibility. Landscaping is not tied to TCO; vegetation installation not expected before late September, trailer removal dependent on receiving TCO. Medical equipment and furnishings are arriving; staging to begin next week as rooms become available.

- Commissioner Muench questioned who eats the cost of all the various change orders; the electrical issue will be between Manhattan Construction and York Electric, no impact on the District as long as everything is documented properly. The priority is getting the building right for the long-term service over speed of move-in.

Deputy Chief DiMaria’s Report

- **Call Volume:** YTD calls 1,172 vs. 933 last year (+25.6%). Out-of-shoot (response) performance at ~90.5%.
- **Fire Training:** Night ops completed; included pre-briefs at 8:30 PM, drills from 9:00-10:30 PM. Emphasis for September; tabletop exercises using Fire Studios digital simulation (scenarios on actual structures, focus on tactical incident command, crew organization), physical site visit to reinforce pre-planning (using First Due) after tabletop exercise. Water survival and bunker gear training; delayed, targeted for end of September.
- **Medical Training:** End-of-month session with Dr. Abo; Protocol/focus on reactive airway disease, CHF, ventilation/oxygenation (using real pig organs for procedures). Medication review; includes Nitro, Albuterol, Duoneb, Magnesium Sulfate.
- **Marine Rescue Program:** Advanced boat ops course for RIB (Marine 172) completed by two firefighters; internal curriculum in development by FF Clement. Additional marine equipment for Marine 172 forthcoming.
- **Community/Outreach:** Deputy Chief DiMaria attending Cape Coral Electric Vehicle firefighting course; will report back on new deep-seated battery fire chemical. AED training overview scheduled for Kiwanis Club members. Chief Barbot and Deputy Chief DiMaria attending Honeywell/US Digital Design class in Orlando regarding the District’s

Phoenix radio dispatch system. Staff dinner hosted by CROW as appreciation for hurricane support last fall; ribbon cutting ceremonies for American Legion and CHR were successful with good attendance.

- Commissioner McCurry raised a question regarding Narcan use; rare usage, inventory rotation monthly, Sanibel PD also equipped via state program.

Fire Chief Barbot's Report

- **Financial Report:** Presented with Budget Amendment No. 2 – Resolution 25-014.
- **Health Insurance Update:** Exploring forming a Countywide fire district co-op for Aetna insurance; would replace current piggyback off County plan. Target: At least 50 personnel for group minimum; Captiva Fire and two other agencies interested so far. Prospective benefits: Cost savings, more access and control over coverage plan, fewer service changes for employees. Renewal is not due until January 1, 2026, providing time to finalize arrangements. Cigna proposal also received and reviewed.
- **Insurance Cost Increases (Excluding Station 172):** Worker's Comp +\$10,000; Property Insurance +\$12,000 (will increase further after Station 172 comes online); General Liability +\$1,000
- **Station 171 Design Update:** Now 60% complete. Cost estimating in progress for \$9.2 million HUD-backed budget. Unforeseen design change: Gear room must move to new location (currently where flagpole is). On track for end-of-October permitting submission, with November start to secure general contractor bids.
- **Staff Anniversaries:** Firefighter/Medic Schelm (4 years of service), Firefighter/EMT Concepcion (2 years of service).
- **Sanibel Firefighter Benevolent Fund:** Draft separation (between the benevolent fund and the District) language pending.

Business Agenda / Commissioner Items

1) Resolution 25-017 – Temporary Administrative Office Lease Approval

- Lease with RLR Investments, LLC at Roberts Center (1456 Periwinkle Way, Suite A) for 24 months (November 1, 2025–October 31, 2027) with early occupancy rights in October.
- Terms: \$2,894.79 rent + \$496.25 CAM fee = \$3,391.04 total; \$2,000 security deposit.
- Concessions: ~50% rent reduction; ~\$41,000 annual savings to the District.
- Thanks expressed by Commissioner Muench to Commissioner McCurry for initiating contact with RLR Investments and to RLR Investments for supporting the community. A motion was made by Commissioner Muench to accept Resolution 25-017 as read by Administrative Assistant Fulkerson. The motion was seconded by Commissioner McCurry. The motion was approved unanimously.

2) Resolution 25-014 – Fiscal Year 2025 Budget Amendment No. 2

• **Changes made due to unpredictability following Hurricane Ian and ongoing construction of new stations. Key budget adjustments:**

- **Federal Grant:** Reduced from \$500,000 → \$80,000.
- **State Grant:** Reduced from \$2,100,000 → \$1,875,000.
- **Permits and Fees:** Increased from \$50,250 → \$75,120.
- **Interest Revenue:** Increased from \$499,250 → \$663,650.
- **Miscellaneous Revenue:** Increased from \$14,500 → \$172,300.
- **Personnel Services:** Reduced from \$5,398,755 → \$5,359,232.
- **Operating Expenditures:** Reduced from \$1,266,204 → \$1,171,704.
- **Capital Outlay:** Reduced from \$8,740,423 → \$6,170,423 (delays in Station 172, Station 171).
- **Fund Balance Reserve:** Increased by \$2.4M to hold funds for incomplete projects.

• **Total Amended Budget for Fiscal Year 2025: \$27,549,827.**

• **A motion was made by Commissioner Muench to accept Resolution 25-014 as read by Administrative Assistant Fulkerson. The motion was seconded by Commissioner Cochrane. The motion was approved unanimously.**

Union Items

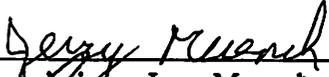
No additional Union items; benevolent fund language discussed under Chief's report.

Public Input

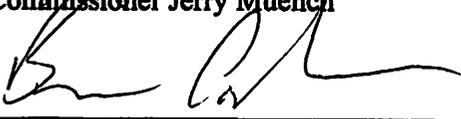
No public comments.

Adjournment

There being no further business, the meeting adjourned at 4:25 PM.



Commissioner Jerry Muench



Commissioner Bruce Cochrane

Commissioner Richard McCurry