



Immokalee Fire Control District

Regular Fire Commission Meeting

Thursday, May 22, 2025

Board of Fire Commissioners

Board Meeting Packet

Thursday, May 22, 2025

Meeting Zoom Link

<https://immfire.zoom.us/j/85347465630>

Meeting ID 853 4746 5630

Next Scheduled Meetings:

- **Regular Board Meeting June 26, 2025 at 3:00 pm**

All Meetings are Held at Station 32, 5368 Useppa Drive, Ave Maria, FL 34142



Immokalee Fire Control District

Regular Fire Commission Meeting

Thursday, May 22, 2025

PLEASE TURN OFF OR SILENCE CELL PHONES

- 1) Call Meeting to Order (State date and time for the record)
- 2) Pledge of Allegiance
- 3) Invocation or Moment of Silence
- 4) Greet Public and Public Comment Statement
- 5) Proof of Publication (Alma)
- 6) Roll Call/Establish a Quorum
- 7) Approval of Agenda: Move, Remove and Add Agenda Items
- 8) Union Report
- 9) Business of the District

I. Consent Agenda

1. Approval of Previous Minutes:
 - a) April 17, 2025 Regular Board Meeting
2. Deputy Director West's Financial Report
 - a) Memo from Deputy Director West
 - b) Financial Statements – General Fund and Impact Fee Fund
 - c) Trial Balance – General Fund and Impact Fee Fund
 - d) Bank Reconciliation – General Fund and Impact Fee Fund
3. Budgeted Purchases:
 - a) General Fund Total Purchases - \$-0-
 - b) Impact Fee Fund Total Purchases - \$-0-
4. Deletion of Surplus Fixed Assets: \$-0-
5. List of Minor Policy Revisions
6. Inspection & Plan Review Reports
7. Deputy Chief Cunningham's Report
8. Fire Chief Choate's Report

II. Old Business

1. None

III. New Business / Action Items

1. Awards and Recognitions:

NONE
2. Adoption of Mutual Aid Agreement between the District and Hendry County
 - a) Action Recommended – Adopt Mutual Aid Agreement between the District and Hendry County
 - b) Public Comment
3. Approval of Policies Created by Lexipol by Adoption of Resolution 2025-010

- a) Action Recommended: Approve Policies Created by Lexipol by Adoption of Resolution 2025-010
 - b) Public Comment
4. Authorization for Chair to Execute Agreement for Owner's Advisor Services for the Construction of Station 31
- a) Action Recommended: Authorize Chair to Execute Agreement for Owner's Advisor Services for the Construction of Station 31
 - b) Public Comment
5. Establish Date for the 2025-2026 Budget Workshop
- a) Action Recommended: Establish Date for 2025-2026 Budget Workshop
 - b) Public Comment
8. District Manager Comments
9. Commissioners Comments
10. General Public Overall Comment; Limited to 3 Minutes Per Person
11. Adjourn Meeting (State time for the Record)

Next Scheduled Meeting: Regular Board Meeting June 26, 2025 -3 pm, Station 32, 5368 Useppa Drive, Ave Maria, FL 34142

AFFIDAVIT OF PUBLICATION

Immokalee Fire Control Distr.
5368 Useppa DR
Ave Maria FL 34142-5051

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Advertising Representative of the Naples Daily News, a newspaper published in Collier County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of Public Notices, was published on the publicly accessible website of Collier and Lee Counties, Florida, or in a newspaper by print in the issues of, on:

05/08/2025

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 05/08/2025

Legal Clerk

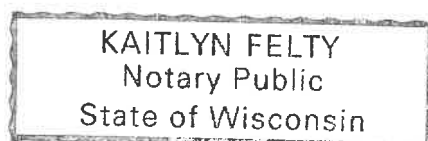
Notary, State of WI, County of Brown

My commission expires

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Immokalee Fire Control District

Regular Fire Commission Meeting

Thursday, May 22, 2025

I. Consent Agenda

Immokalee Fire Control District
Fire Commission Meeting
Board Meeting Minutes
April 17, 2025

These Minutes are a summary of the meeting. More detailed information can be obtained by requesting a copy of the audio recording of the meeting. The minutes will follow the order of the Agenda.

Present: Commissioners Brister, Gunthner, Halman, Keen and Goodnight. Chief Michael Choate, Deputy Chief Thomas Cunningham, Chief Financial Officer Becky Bronsdon, Deputy Director of Finance James West, Division Chief of Ops Robert Mendoza, Battalion Chief Derek Neuman, Admin Captain Jason Burr and Alma Valladares were present. Union Vice President Andre Beaudette joined later in the meeting.

- 1) Call meeting to order at 3pm by Chairman Brister
- 2) Pledge of Allegiance by Chairman Brister
- 3) Invocation or Moment of Silence led by Chairman Brister
- 4) Greet Public and Read Public Comment Statement by Chairman Brister
- 5) Proof of Publication by Chairman Brister
- 6) Roll Call/Establish a Quorum by Alma Valladares
- 7) Approval of Agenda: Move, Remove and/or Add Agenda Items

Commissioner Halman motioned to approve the Agenda with addition item #7, last minute, late breaking opportunity and Commissioner Keen seconded the motion. Motion carried unanimously.

- 8) Union Report

Vice President Andrea Beaudette mentioned that they will be opening negotiations in October to work on some things.

- 9) Business of the District

- I. Consent Agenda

Deputy Chief Cunningham mentioned that there are no changes on the Consent Agenda

Commissioner Goodnight motioned to approve the Consent Agenda as is and Commissioner Gunthner seconded the motion. Motion carried unanimously.

- II. Old Business

1. None

- III. New Business

1. Awards and Recognitions

2. Approval of Budget Amendment #1 to the 2024/2025 General Fund Budget by Adoption of Resolution 2025-005

Chief Financial Officer Becky Bronsdon discussed with the board

Commissioner Halman motioned for Approval of Budget Amendment #1 to the 2024/2025 General Fund Budget by Adoption of Resolution 2025-005 and Commissioner Keen seconded the motion. Motion carried unanimously.

3. Approval of Budget Amendment #1 to the 2024/2025 Impact Fee Fund Budget by Adoption of Resolution 2025-006
Chief Financial Officer Becky Bronsdon discussed with the board
Commissioner Gunthner motioned to Approval of Budget Amendment #1 to the 2024/2024 Impact Fee Fund Budget by Adoption of Resolution 2025-006 and Commissioner Halman seconded the motion. Motion carried unanimously.
4. Approval of Revised Compensation Policy by Adoption of Resolution 2025-007
Deputy Chief Cunningham discussed with the board
Commissioner Halman motioned for Approval of Revised Compensation Policy by Adoption of Resolution 2025-007 and Commissioner Gunthner seconded the motion. Motion carried unanimously.
5. Approval of Job Description-EMS Trainer (Part-Time) by Adoption of Resolution 2025-008
Deputy Chief Cunningham discussed with the board
Commissioner Halman motioned for Approval of Job Description-EMS Trainer (Part-Time) by Adoption of Resolution 2025-008 and Commissioner Keen seconded the motion. Motion carried unanimously.
6. Approval of Policies Created by Lexipol by Adoption of Resolution 2025-009
Chief Financial Officer Becky Bronsdon discussed with the board
Commissioner Gunthner motioned for Approval of Policies Created by Lexipol by Adoption of Resolution 2025-009 and Commissioner Halman seconded the motion. Motion carried unanimously.

REQUESTED ADDITION TO AGENDA:

7. Request for Board Direction Regarding Property Acquisition for Relocation of Station 31
Deputy Chief Cunningham and Chief Financial Officer Becky Bronsdon discussed with the board
Commissioner Goodnight approved for the Direction Regarding Property Acquisition for Relocation of Station 31 and Commissioner Keen seconded the motion. Motion carried unanimously.

10) Chief/Manager Comments

Deputy Chief Cunningham mentioned that the earlier we can sell Station 31 the better, there's revenue there. Chief Financial Officer Becky Bronsdon mentioned that we don't have to relocate the firefighters anywhere and it's a better location and it will be a brand-new building. Deputy Chief Cunningham mentioned that the owner advisors, negotiations of the RFQ-selected the firm, negotiate the price at the May board meeting. We will see how things work out. If something is required, we can have a Special Meeting in May. If we have an owner advisor, technical advisor manager and project manager; a third entity outside of contractor and architect. It will benefit for us using the service like this. Chief Choate mentioned that he's received lots of emails from Marv East that North Collier and Greater Naples is having a Joint Commission Meeting on May 28th at 2pm at the Heritage Bay. It's a County-wide collaboration. They want to provide all fleet services, purchases, facilities for all. They want to go all the way to merge or consolidate. Chief Choate mentioned that the bill could be passed but it would have to be signed by the governor. Our team would be all over that. Chief Choate mentioned that he will be in Tallahassee on Monday and Tuesday and be back on Wednesday.

11) Commissioners Comments

Commissioner Goodnight mentioned that Chief Choate should speak to the water director to see if they want to buy the land. At the CRA Lake Trafford Road expansion was discussed. Also, there's a lot of things we can do with facilities, purchases, etc. We have the lowest mileage rate. Immokalee and Ave Maria are not getting the facilities and the people that we need. Were saving money and we can pay the guys more money if we did that.

Commissioner Brister mentioned that all the commissioners need to attend the Joint Commission Meeting on May 28, 2025 at 2pm at the Heritage Bay. Commissioner Keen mentioned that she heard something about the legislators having a bill to consolidate fire districts. Commissioner Keen mentioned that she won't make it to the May board meeting. All commissioners agree to reschedule our regular board Meeting scheduled May 15, 2025 to be rescheduled for May 22, 2025. Please advertise it in the newspaper.

12) General Public Comments

None

13) Adjourned Meeting at 4:02 pm

Next scheduled Meeting(s):

Regular Board Meeting on May 22, 2025 at 3pm

All Meetings are held at Station 32 Headquarters, 5368 Useppa Drive, Ave Maria, FL 34142



Immokalee Fire Control District

5368 Useppa Drive, Ave Maria, FL. 34142

Michael J. Choate, Fire Chief

Memorandum

To: Board of Commissioners
From: James West, Deputy Director of Finance
Date: May 7, 2025
Re: Financial Report for the Period Ended 4-30-25

Attached for your review are the bank statements, trial balances and financial statements for the General Fund and the Impact Fee Fund for the period ended April 30, 2025. The following is a summary of those reports:

General Fund

As of 4-30-25, we have received approximately \$8.5 million in ad valorem revenue (97% of budgeted ad valorem). Last year at this time we had received 94% of our budgeted ad valorem, so our collection rate is comparable to last year. Total revenue is \$9,586,749 roughly 95% of total budgeted revenue. The District amended its budget last month and accounted for the proceeds from the sale of Old Station 30 in the approximate amount of \$918K.

As of 4-30-25, expenses totaled \$6,221,558 or 66% of budgeted expenses. Last year at this time expenses were at 46% of the budget. The largest contributing factor of why the District's expense rate is higher at this point than last year is due to paying down the Station 30 loan with proceeds from the sale of Old Station 30. The District paid the loan down by \$700,000 in March. Our personnel expenses generally are a more accurate category to determine if we are in line with budgeted expenses in relation to how far along we are in the fiscal year because, with a few exceptions, as they reflect the actual monthly expenses for the point in the fiscal year. Personnel expenses are at 61%, slightly higher than the 59% of the year we have completed because of overtime).

The breakdown of expenses by category is as follows:

Category	Amount	Percentage of Budget
Personnel	\$ 4,458,475	61%
Operating	\$ 986,048	73%
Capital	\$ -0-	0%
Debt Service	\$ 1,177,035	95%
Total Expenses	\$ 6,621,558	66%

General Fund cash at 4-30-25 totaled \$5,368,055.

Impact Fee Fund

As of 4-30-25, we have received \$515,532 or 52% of budgeted impact fees. Because the County collects and distributes the impact fees one month in arrears, that sum represents impact fees for only October through March. Last year at this time we had received 59% of budgeted impact fees, but that was when the old (higher) residential rates were in effect. The District continues to monitor impact fee receipts and has determined that it appears that the number of permits, both residential and non-residential, have decreased from this point last year by roughly 40%. This decrease in rooftops, coupled with a lower impact fee rate has resulted in a decrease in impact fee collections.

Impact Fee Fund expenses total \$489,875 or 50% of budgeted expenses. The expenses consist mostly of the loan payment for the construction of Station 32 and the annual loan payment for Ladder 32.

Impact Fee Fund cash at 4-30-25 totaled \$3,380,407

2024-2025 GENERAL FUND BUDGET TO ACTUAL APRIL 30, 2025

	Actual 4/30/2025	AMENDED BUDGET 2024-2025	Over (Under) Budget	Percentage of Budget
Balance Forward - Cash Reserves (Assigned)	\$ 2,393,325	\$ 2,755,573		
Revenue				
001 Collier County Ad Valorem - 3.75 Millage Rate	\$ 8,497,223	\$ 8,716,607	\$ 219,384	97.48%
002 Public Safety Grants - County CDBG			-	
003 Public Safety Grants - FF Supplement	3,430	2,500	(930)	137.20%
004 Public Safety Grants - Opioid		-	-	0.00%
005 State Grant - Station 30 Construction			-	
Other Grants			-	
006 Interest Income	104,631	130,000	25,369	80.49%
007 Rents and Royalties	42,733	45,000	2,267	94.96%
008 Sale of Surplus Materials and Equipment		-	-	
009 Disposition of Fixed Assets	918,124	918,124	-	
010 Donations		100	100	0.00%
011 Donations - Station 32 Bricks			-	
012 Special Event Fees	3,723	5,000	1,277	74.46%
013 Other Miscellaneous Revenue	16,986	25,000	8,014	67.94%
015 Proceeds from Debt - Vehicle Lease			-	
016 Ave Maria Stewardship			-	
017 Payment in Lieu of Taxes - Seminole		200,000	200,000	0.00%
018 Payment In Lieu of Taxes - Farm Worker's Village		-	-	#DIV/0!
Total Revenue	9,586,850	10,042,331	455,481	95.46%
	-			
Personnel Expenses				
030 Salaries	\$ 2,151,979	\$ 3,713,529	\$ 1,561,550	57.95%
031 Overtime	273,816	350,000	76,184	78.23%
032 FLSA Overtime	126,114	218,590	92,476	57.69%
033 Holiday Pay	74,159	90,000	15,841	82.40%
034 Vacation Time Sell Back	7,842	12,000	4,158	65.35%
035 Sick Time Sell Back	3,764	12,000	8,236	31.37%
036 Social Security	197,982	326,741	128,759	60.59%
037 Retirement	777,593	1,255,907	478,314	61.91%
038 Group Insurance (Health/Dental/Life, Medical Clinic)	684,166	1,162,264	478,098	58.86%
Health Insurance - Commissioners	3,443	8,880	5,437	38.77%
039 Worker's Compensation Insurance	102,017	120,000	17,983	85.01%
040 Retirement Health Plan	55,600	55,600	-	100.00%
Total Personnel Expenses	4,458,475	7,325,511	2,867,036	60.86%
	-			
Operating Expenses				
045 Employee Physicals	12,250	13,000	750	94.23%
046 Professional Fees - Legal	16,637	40,000	23,363	41.59%
047 Property Appraiser Fees	39,034	45,000	5,966	86.74%
048 Tax Collector Fees	170,692	174,832	4,140	97.63%
049 Professional Fees - Other	13,307	11,000	(2,307)	120.97%
050 Professional Fees - Lexipol	9,709	9,500	(209)	102.20%
051 Contracted Services - Audit	38,500	36,000	(2,500)	106.94%
052 Travel & Per Diem	22,218	37,500	15,282	59.25%
053 Communications (Telephone/Internet/Direct TV)	23,009	40,000	16,991	57.52%
054 Postage & Shipping	520	1,000	480	52.00%
055 Utilities	71,332	140,000	68,668	50.95%
056 Bldg./Auto/Liability Insurance	199,189	226,000	26,811	88.14%
057 Repair & Maintenance - Vehicles	53,947	88,739	34,792	60.79%
058 Repair & Maintenance - Fire & Rescue Equipment	25,652	31,352	5,700	81.82%
059 Repair & Maintenance - Building	85,951	89,300	3,349	96.25%

	Actual 4/30/2025	AMENDED BUDGET 2024-2025	Over (Under) Budget	Percentage of Budget
060 Repair & Maintenance - Bunker Gear (& Supplies)		INC IN ABOVE		
061 Legal Advertising	154	3,000	2,846	5.13%
062 Printing		-	-	
063 Fire Equipment (Non-Capital)	12,699	25,000	12,301	50.80%
064 Lease & Rental	903	2,000	1,097	45.15%
065 Office Supplies	1,760	3,500	1,740	50.29%
066 Personal Protective Gear	1,726	30,000	28,274	5.75%
PPE FORESTRY GRANT			-	
067 Firefighting/Operating Supplies	5,117	20,000	14,883	25.59%
068 EMS Supplies	7,065	20,000	12,935	35.33%
069 CDBG COVID Supplies			-	
070 Station Supplies	10,739	15,000	4,261	71.59%
071 Training Supplies		4,000	4,000	0.00%
072 Fuel & Oil	32,003	70,000	37,997	45.72%
073 Uniforms	16,469	30,000	13,531	54.90%
074 Computer Equipment (Non-Capital)	465	15,000	14,535	3.10%
075 Computer Maintenance and Training	57,834	70,000	12,166	82.62%
076 Miscellaneous Expense	8,890	5,000	(3,890)	177.80%
HURRICANE EXPENSE			-	
077 Communication (Radio) (Non-Capital)	2,482	5,000	2,518	49.64%
078 Public Education	405	2,000	1,595	20.25%
079 Furniture (Non-Capital)	1,816		(1,816)	
080 Education and Training	37,059	48,935	11,876	75.73%
081 Books & Dues	6,515	6,000	(515)	108.58%
Total Operating Expenses	986,048	1,357,658	371,610	72.63%
Capital Expenses				
90 LAND			-	
91 FIRE EQUIPMENT-GRANT MATCHING FUNDS		5,000	5,000	0.00%
92 TRAINING EQUIPMENT		11,200	11,200	0.00%
93 FF RESCUE EQUIPMENT				
94 BUNKER GEAR		8,000	8,000	0.00%
95 BUILDINGS/CIP (STATION 30)		5,000	5,000	0.00%
96 CDBG GRANT-Vehicle			-	
COVID GRANT EQUIPMENT			-	
GRANT EQUIPMENT (STATION 30)			-	
97 COMMUNICATIONS EQUIPMENT			-	
VEHICLES			-	
98 FURNITURE/OFFICE			-	
99 STATION EQUIPMENT			-	
100 COMPUTER EQUIPMENT		10,000	10,000	0.00%
Total Capital Expenses	-	39,200	39,200	0.00%
Debt Service				
Principal	1,054,356	1,105,038	50,682	95.41%
Interest	122,679	190,176	67,497	
Total Debt Service	1,177,035	1,295,214	118,179	95.41%
TOTAL EXPENSES	6,621,558	10,017,583	3,396,025	66.10%
BEGINNING CASH RESERVES	2,393,325	2,755,573		
TOTAL REVENUE	9,586,850	10,042,331		
TOTAL EXPENSES	(6,621,558)	(10,017,583)		
Ending Cash Reserves	5,358,617	2,780,321		
Assignment of Reserves				
Unassigned	2,580,821	-		

	Actual 4/30/2025	AMENDED BUDGET 2024-2025	Over (Under) Budget	Percentage of Budget
Assigned - First Quarter of Operations	2,000,000	2,000,000		
Assigned - Projected Deficit				
Assigned - Emergency	392,797	392,797		
Assigned Station 30 Construction				
Assigned - COVID Grant Replacement Vehicle	20,000	20,000		
Assigned - Capital Purchases- Vehicle	90,000	90,000		
Assigned-Station 30 Replacement Equipment				
Assigned - Building	75,000	75,000		
Assigned - Debt	200,000	200,000		
TOTAL RESERVES	5,358,618	2,777,797		
	-			
Excess of Revenue Over (Under) Expenses - Use of Reserves	\$ 2,965,293	\$ 24,748		

2024-2025 IMPACT FEE FUND BUDGET TO ACTUAL FINANCIAL STATEMENT -APRIL 30, 2025

	ACTUAL 4/30/2025	AMENDED BUDGET 2024-2025	Over (Under) Budget	Percentage of Budget
Balance Forward - Deferred Revenue (Cash Reserves)	\$ 3,271,353	\$ 3,250,133		
Revenue				
001 Impact Fee Revenue	\$ 515,532	\$ 1,000,000	\$ (484,468)	51.55%
002 Interest Income	71,398	120,000	(48,602)	59.50%
003 Proceeds from Debt		-	-	
Total Revenue	586,930	1,120,000	(533,070)	52.40%
Expenses				
030 Tax Collector Fees	\$ 5,146	\$ 10,000	\$ (4,854)	51.46%
031 Professional Fees -Impact Fee Study		-	-	
032 Legal Fees				
033 Vehicles	53,376	125,000		
034 Station and Fire Equipment	9,952	50,000		
035 Construction - Station 30				
036 Construction - Station 31		75,000	(75,000)	
Expenses	68,474	260,000	(79,854)	26.34%
Debt Service				
038 Principal-Engine Lease & Construction Loan	313,371	536,381	(223,010)	58.42%
039 Interest-Engine Lease & Construction Loan	108,030	176,962	(68,932)	61.05%
Total Debt Service	421,401	\$ 713,343	(291,942)	59.07%
Total Expenses	489,875	973,343	(371,796)	50.33%
DEFERRED REVENUE 10-01	3,271,353	3,250,133		
TOTAL REVENUE	586,930	1,120,000		
TOTAL EXPENSES	(489,875)	(973,343)		
Ending Deferred Revenue (Cash Reserves) 9-30-24	3,368,408	3,396,790		
Addition to (Use of) Deferred Revenue	97,055	146,657	-	

2024-2025 IMPACT FEE FUND BUDGET TO ACTUAL FINANCIAL STATEMENT -APRIL 30, 2025

	ACTUAL 4/30/2025	BUDGET 2024-2025	Over (Under) Budget	Percentage of Budget
Balance Forward - Deferred Revenue (Cash Reserves)	\$ 3,271,353	\$ 3,250,133		
Revenue				
001 Impact Fee Revenue	\$ 515,532	\$ 1,000,000	\$ (484,468)	51.55%
002 Interest Income	71,398	120,000	(48,602)	59.50%
003 Proceeds from Debt		-	-	
Total Revenue	586,930	1,120,000	(533,070)	52.40%
	-			
Expenses				
030 Tax Collector Fees	\$ 5,146	\$ 10,000	\$ (4,854)	51.46%
031 Professional Fees -Impact Fee Study		-	-	
032 Legal Fees				
033 Vehicles	53,376	125,000		
034 Station and Fire Equipment	9,952	50,000		
035 Construction - Station 30				
036 Construction - Station 31		75,000	(75,000)	
Expenses	68,474	260,000	(79,854)	26.34%
	-			
Debt Service				
038 Principal-Engine Lease & Construction Loan	313,371	536,381	(223,010)	58.42%
039 Interest-Engine Lease & Construction Loan	108,030	176,962	(68,932)	61.05%
Total Debt Service	421,401	\$ 713,343	(291,942)	59.07%
Total Expenses	489,875	973,343	(371,796)	50.33%
DEFERRED REVENUE 10-01	3,271,353	3,250,133		
TOTAL REVENUE	586,930	1,120,000		
TOTAL EXPENSES	(489,875)	(973,343)		
Ending Deferred Revenue (Cash Reserves) 9-30-24	3,368,408	3,396,790		
.				
Addition to (Use of) Deferred Revenue	97,055	146,657	-	

IMMOKALEE FIRE CONTROL DISTRICT

Profit & Loss Budget vs. Actual

October 2024 through April 2025

	Oct '24 - Apr 25	Budget	\$ Over Budget	% of Budget
552160 · STATION (NON JANITORIAL)				
552161 · NON-JANITORIAL SUPPLIES- 30	199.00	0.00	199.00	100.0%
552162 · NON-JANITORIAL SUPPLIES- 31	161.94	0.00	161.94	100.0%
552163 · NON-JANITORIAL SUPPLIES- 32	2,720.76	0.00	2,720.76	100.0%
552160 · STATION (NON JANITORIAL) - Other	519.13			
Total 552160 · STATION (NON JANITORIAL)	3,600.83	0.00	3,600.83	100.0%
552180 · FUEL & OIL				
552181 · FUEL & OIL - OPERATIONS	5,893.50	0.00	5,893.50	100.0%
552180 · FUEL & OIL - Other	26,109.38	70,000.00	-43,890.62	37.3%
Total 552180 · FUEL & OIL	32,002.88	70,000.00	-37,997.12	45.7%
552200 · UNIFORMS				
552210 · UNIFORMS - OPERATIONS	2,149.28	0.00	2,149.28	100.0%
552200 · UNIFORMS - Other	14,319.25	30,000.00	-15,680.75	47.7%
Total 552200 · UNIFORMS	16,468.53	30,000.00	-13,531.47	54.9%
552300 · TRAINING SUPPLIES	0.00	4,000.00	-4,000.00	0.0%
552410 · COMPUTER EQUIPMENT				
552411 · COMPUTER EQUIPMENT - OPS	464.98	15,000.00	-14,535.02	3.1%
552410 · COMPUTER EQUIPMENT - Other	0.00	0.00	0.00	0.0%
Total 552410 · COMPUTER EQUIPMENT	464.98	15,000.00	-14,535.02	3.1%
552420 · COMPUTER MAINT. SOFTWARE, TRG				
552421 · COMP MAINT. SOFTWARE, TRG-OPS	46,799.17	0.00	46,799.17	100.0%
552420 · COMPUTER MAINT. SOFTWARE, TRG - Ot...	11,035.30	70,000.00	-58,964.70	15.8%
Total 552420 · COMPUTER MAINT. SOFTWARE, TRG	57,834.47	70,000.00	-12,165.53	82.6%
552430 · COMMUNICATION (RADIO)	2,259.68	5,000.00	-2,740.32	45.2%
552440 · COMMUNICATION (PHONE)	222.16	0.00	222.16	100.0%
552500 · FURNITURE				
552510 · FURNITURE - STN 30	0.00	0.00	0.00	0.0%
552520 · FURNITURE - STN 31	1,815.85			
Total 552500 · FURNITURE	1,815.85	0.00	1,815.85	100.0%
554100 · BOOKS & DUES				
554110 · BOOKS & DUES - OPS/ADMIN	6,214.83	6,000.00	214.83	103.6%
554100 · BOOKS & DUES - Other	300.00			
Total 554100 · BOOKS & DUES	6,514.83	6,000.00	514.83	108.6%
555000 · EDUCATION/TRAINING				
555100 · EDUC/TRAINING - OPS/ADMIN	21,070.55	48,935.00	-27,864.45	43.1%
555400 · EDUC/TRAINING - ADMIN AND BOC	0.00	0.00	0.00	0.0%
555500 · TRAINING SUPPLIES	13.14			
555000 · EDUCATION/TRAINING - Other	15,975.00			
Total 555000 · EDUCATION/TRAINING	37,058.69	48,935.00	-11,876.31	75.7%
Total 530000 · OPERATING EXPENDITURES	986,047.50	1,357,658.00	-371,610.50	72.6%
560000 · CAPITAL OUTLAY				
563000 · CAP OUTLAY -FIRE EQ GRANT MATCH	0.00	5,000.00	-5,000.00	0.0%
564000 · CAP OUTLAY -TRAINING EQUIPMENT				
564100 · CAP OUTLAY - F.F / RESCUE EQUIP				
564110 · CAP OUT-F.F/RESCUE EQUIP - OPS	0.00	0.00	0.00	0.0%
564191 · CAP OUTLAY-PROTECTIVE GEAR	0.00	8,000.00	-8,000.00	0.0%
Total 564100 · CAP OUTLAY - F.F / RESCUE EQUIP	0.00	8,000.00	-8,000.00	0.0%
564300 · CAP OUTLAY - FURNITURE/OFFICE				
564310 · CAP OUTLAY - FURN - OPS & ADMIN	0.00	0.00	0.00	0.0%
Total 564300 · CAP OUTLAY - FURNITURE/OFFICE	0.00	0.00	0.00	0.0%
564400 · CAP OUTLAY - STATION EQUIP				
564410 · STA. EQUIP - OPS/ADMIN - STA 30	0.00	0.00	0.00	0.0%
Total 564400 · CAP OUTLAY - STATION EQUIP	0.00	0.00	0.00	0.0%
564500 · CAP OUTLAY - COMPUTER EQUIP				
564510 · CAP OUT-COMP EQUIP-OPS/ADMIN	0.00	10,000.00	-10,000.00	0.0%
Total 564500 · CAP OUTLAY - COMPUTER EQUIP	0.00	10,000.00	-10,000.00	0.0%

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Accrual Basis

IMMOKALEE FIRE CONTROL DISTRICT

Profit & Loss Budget vs. Actual

October 2024 through April 2025

	Oct '24 - Apr 25	Budget	\$ Over Budget	% of Budget
564600 · CAP OUTLAY - VEHICLES				
564610 · CAP OUT-VEHICLES-FIRE APPARATUS	0.00	0.00	0.00	0.0%
564650 · CAP OUT-VEHICLES-STAFF-OPS/ADM	0.00	0.00	0.00	0.0%
Total 564600 · CAP OUTLAY - VEHICLES	0.00	0.00	0.00	0.0%
564000 · CAP OUTLAY -TRAINING EQUIPMENT - Ot...	0.00	11,200.00	-11,200.00	0.0%
Total 564000 · CAP OUTLAY -TRAINING EQUIPMENT	0.00	29,200.00	-29,200.00	0.0%
564192 · CAP OUTLAY- COVID VEH	0.00	0.00	0.00	0.0%
564193 · CAP-COVID GRANT EQUIP	0.00	0.00	0.00	0.0%
565000 · CAP OUTLAY - BLDG CONSTR				
565100 · CAP OUT - CONST IN PROG ST 30	0.00	0.00	0.00	0.0%
565102 · CONST IN PROG ST 30 STATE	0.00	0.00	0.00	0.0%
565000 · CAP OUTLAY - BLDG CONSTR - Other	0.00	5,000.00	-5,000.00	0.0%
Total 565000 · CAP OUTLAY - BLDG CONSTR	0.00	5,000.00	-5,000.00	0.0%
Total 560000 · CAPITAL OUTLAY	0.00	39,200.00	-39,200.00	0.0%
571000 · Debt Service-Principal	1,054,355.70	1,105,038.00	-50,682.30	95.4%
571100 · Debt Service - Interest	122,679.39	190,176.00	-67,496.61	64.5%
66000 · PAYROLL EXPENSES	0.00			
Total Expense	6,621,557.85	10,017,583.00	-3,396,025.15	66.1%
Net Income	2,965,292.66	24,748.00	2,940,544.66	11,981.9%

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Accrual Basis

IMMOKALEE FIRE CONTROL DISTRICT

Trial Balance

As of April 30, 2025

	Apr 30, 25	
	Debit	Credit
101000 · FNB CHECKING	6,784.00	
101001 · First Bank Money Market	895,502.64	
101002 · IFCD Cap Imp 2024 Sinking Fund	22,546.88	
102000 · FNB MONEY MARKET	4,414,540.06	
103000 · FL FIT	27,543.11	
104000 · First Foundation Donation Acct	1,237.69	
105000 · PETTY CASH	0.00	
11000 · Accounts Receivable	0.00	
110000 · PAYROLL CLEARING ACCOUNT	0.00	
120000 · DUE FROM OTHER GOVERNMENTS	0.00	
131000 · DUE FROM IMPACT	0.00	
155000 · PREPAID EXPENSES	0.00	
170000 · Exchange	0.00	
64000 · LAND	390,256.14	
64200 · BUILDING	20,173,871.19	
64300 · CONSTRUCTION IN PROGRESS	0.00	
64400 · FURNITURE AND FIXTURES	521,465.85	
64500 · EQUIPMENT	1,916,864.41	
64600 · AUTOS & TRUCKS	6,197,690.26	
680000 · AMOUNT TO BE PROVIDED	523,655.68	
200000 · ACCOUNTS PAYABLE		9,604.07
211000 · ACCRUED EXPENSES	0.00	
220000 · ACCRUED COMPENSATED ABSENCES		523,655.68
221000 · ACCRUED PAYROLL	0.00	
222000 · AFLAC INSURANCE DEDUCTIONS	0.00	
223000 · PAYROLL LIABILITIES	67.73	
223001 · Reportable Health Coverage	0.00	
224000 · RETIREMENT PAYABLE	0.00	
22410 · Accrued Expenses	0.00	
224100 · Due to Impact Fee Fund	0.00	
224200 · DUE TO OTHER GOVERNMENTS	0.00	
225100 · RETAINAGE PAYABLE	0.00	
960000 · INVESTMENT IN FIXED ASSETS		29,200,147.85
284190 · RESERVES FORWARD - UNASSIGNED	0.00	
30000 · Opening Balance Equity	0.00	
32000 · Unrestricted Net Assets		2,393,325.38
311100 · AD VALOREM TAXES		8,497,223.31
335210 · STATE FIREFIGHTER SUPP COMP.		3,430.00
347400 · SPECIAL EVENT FEES		3,723.01
361100 · INTEREST INCOME		104,631.31
362000 · RENTS & ROYALTIES INCOME		36,865.59
362001 · RENT - STATION 31 - CCEMS		1,833.62
362900 · RENT - OTHER		4,033.32
364000 · DISPOSITION OF FIXED ASSETS		918,123.98
369900 · OTHER MISCELLANEOUS REVENUE		10,993.32
369901 · RETIREE HEALTH INS REIMB		289.21
369902 · OTHER MISC REVENUE		5,703.84
512000 · SALARIES REGULAR TOTAL		10,839.96
512100 · SALARIES - OPS & SURPRESSION	2,158,539.05	
515310 · STATE SUPP COMP- REGULAR	4,280.00	
514110 · OVER TIME PAY - REGULAR	273,816.35	
514210 · OVER TIME PAY - FLSA - REG	126,114.05	
515210 · HOLIDAY PAY - REGULAR	74,158.92	
516100 · VACATION SELL BACK - REGULAR	7,842.00	
517100 · SICK LEAVE SELL BACK - REG	3,764.16	
521100 · FICA - REGULAR	197,982.33	
522100 · RETIREMENT - REGULAR	777,593.47	
523100 · HEALTH INSURANCE	15,047.23	
523110 · Regular	609,111.65	
526100 · Medical Clinic	26,250.00	
523111 · HEALTH INSURANCE-COMMISSIONERS	3,443.20	
523210 · Regular	33,755.93	
524000 · WORKERS' COMP TOTAL	102,016.88	
525100 · UNEMPLOYMENT - REGULAR	0.00	

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Accrual Basis

IMMOKALEE FIRE CONTROL DISTRICT**Trial Balance**

As of April 30, 2025

	Apr 30, 25	
	Debit	Credit
527000 · Retirement Health Savings	55,600.00	
531110 · EMPLOYEE PHYSICALS - REGULAR	12,250.00	
531210 · LEGAL FEES - GENERAL COUNSEL	14,382.45	
531220 · LEGAL FEES - LABOR ATTORNEY	2,255.00	
531310 · PROPERTY APPRAISER	39,033.83	
531320 · TAX COLLECTOR	170,691.94	
531400 · PROFESSIONAL SERVICES	6,912.45	
531401 · Professional Srv-Lexipol	9,709.37	
531430 · Background Investigations	2,792.90	
531500 · INSPECTIONS MOU	842.50	
532100 · AUDIT	38,500.00	
533000 · MEDICAL DIRECTOR	3,600.00	
540300 · TRAVEL & PER DIEM - ADMIN & BOC	22,218.42	
541110 · Comcast - Station 30	977.40	
541120 · Comcast - Station 31	1,140.30	
541130 · Comcast - Station 32	4,919.47	
541210 · Direct TV - Station 30	103.23	
541220 · Direct TV - Station 31	263.70	
541400 · VERIZON/AT&T	15,605.33	
542100 · POSTAGE	520.31	
543110 · LCEC - Station 30	20,957.02	
543120 · LCEC - Station 31	2,878.54	
543130 · LCEC - Station 32	29,205.70	
543200 · WATER/SEWER	1,659.91	
543210 · Water/Sewer - Station 30	977.77	
543220 · Water/Sewer - Station 31	584.78	
543230 · Water/Sewer - Station 32	7,831.90	
543410 · Garbage - Station 30	1,937.67	
543420 · Garbage - Station 31	718.63	
543430 · Garbage - Station 32	4,580.22	
544000 · RENTALS AND LEASES	902.93	
545000 · LIABILITY INSURANCE	199,189.40	
546100 · REPAIR & MAINT VEHICLE	10,018.55	
546110 · R&M VEHICLE - OPS AND ADMIN	43,928.35	
546200 · REPAIR & MAINT EQUIP	11,007.39	
546201 · R&M F.F. & RESCUE EQUIP	6,266.14	
546202 · R&M CASCADE & AIR QUALTEST	1,837.79	
546211 · R&M F.F. & RESCUE EQUIP-Hose	6,540.60	
546300 · REPAIR & MAINT BLDG	4,303.56	
546310 · R&M - BLDG - Station 30	11,679.08	
546320 · R&M - BLDG - Station 31	2,592.67	
546330 · R&M - BLDG - Station 32	39,880.09	
546430 · R&M - GENERATORS - STN 32	2,708.00	
546510 · R&M - HVAC - Station 30	2,928.00	
546520 · R&M - HVAC - Station 31	238.20	
546530 · R&M - HVAC - Station 32	8,890.34	
546600 · PEST CONTROL	2,274.26	
546610 · PEST CONTROL - Station 30	209.50	
546620 · PEST CONTROL - Station 31	39.00	
546630 · PEST CONTROL - Station 32	358.73	
546710 · LAWN CARE - Station 30	5,050.00	
546720 · LAWN CARE - Station 31	1,300.00	
546730 · LAWN CARE - Station 32	3,500.00	
548100 · LEGAL ADVERTISING	154.25	
548210 · PUBLIC EDUCATION	405.40	
549300 · MISCELLANEOUS EXPENSE	8,046.70	
551100 · OFFICE SUPPLIES - GENERAL	1,760.47	
552100 · EMS SUPPLIES	7,064.82	
552110 · F.F. RESCUE SUPPLIES	2,330.17	
552120 · SUPPLIES - OPERATING	2,436.60	
552125 · PERSONAL PROTECTIVE EQUIPMENT	1,725.97	
552130 · MINOR EQUIPMENT	12,699.00	
552140 · BUNKER GEAR SUPPLIES	350.30	
552150 · STATION (JANITORIAL) SUPPLIES	7,137.60	

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Accrual Basis

IMMOKALEE FIRE CONTROL DISTRICT

Trial Balance

As of April 30, 2025

	Apr 30, 25	
	Debit	Credit
552160 · STATION (NON JANITORIAL)	519.13	
552161 · NON-JANITORIAL SUPPLIES- 30	199.00	
552162 · NON-JANITORIAL SUPPLIES- 31	161.94	
552163 · NON-JANITORIAL SUPPLIES- 32	2,720.76	
552180 · FUEL & OIL	26,109.38	
552181 · FUEL & OIL - OPERATIONS	5,893.50	
552200 · UNIFORMS	14,319.25	
552210 · UNIFORMS - OPERATIONS	2,149.28	
552411 · COMPUTER EQUIPMENT - OPS	464.98	
552420 · COMPUTER MAINT. SOFTWARE, TRG	11,035.30	
552421 · COMP MAINT, SOFTWARE, TRG-OPS	46,799.17	
552430 · COMMUNICATION (RADIO)	2,259.68	
552440 · COMMUNICATION (PHONE)	222.16	
552520 · FURNITURE - STN 31	1,815.85	
554100 · BOOKS & DUES	300.00	
554110 · BOOKS & DUES - OPS/ADMIN	6,214.83	
555000 · EDUCATION/TRAINING	15,975.00	
555100 · EDUC/TRAINING - OPS/ADMIN	21,070.55	
555500 · TRAINING SUPPLIES	13.14	
571000 · Debt Service-Principal	1,054,355.70	
571100 · Debt Service - Interest	122,679.39	
66000 · PAYROLL EXPENSES	0.00	
TOTAL	41,724,423.45	41,724,423.45

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IMMOKALEE FIRE CONTROL DISTRICT
Reconciliation Summary
101000 · FNB CHECKING, Period Ending 04/30/2025

	Apr 30, 25	
Beginning Balance		138,383.98
Cleared Transactions		
Checks and Payments - 215 items	-1,135,978.84	
Deposits and Credits - 17 items	1,104,800.95	
Total Cleared Transactions	-31,177.89	
Cleared Balance		107,206.09 ✓
Uncleared Transactions		
Checks and Payments - 18 items	-100,422.09	
Total Uncleared Transactions	-100,422.09	
Register Balance as of 04/30/2025		6,784.00 ✓
New Transactions		
Checks and Payments - 23 items	-231,153.51	
Deposits and Credits - 2 items	226,990.03	
Total New Transactions	-4,163.48	
Ending Balance		2,620.52

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IMMOKALEE FIRE CONTROL DISTRICT

Reconciliation Detail

101000 · FNB CHECKING, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						138,383.98
Cleared Transactions						
Checks and Payments - 215 items						
Bill Pmt -Check	03/12/2025	40608	Setcom Corporation	X	-270.00	-270.00
Bill Pmt -Check	03/18/2025	40623	Florida Insurance All...	X	-9,743.09	-10,013.09
Bill Pmt -Check	03/18/2025	40624	Florida SouthWester...	X	-6,290.88	-16,303.97
Bill Pmt -Check	03/18/2025	40628	Municipal Equipmen...	X	-1,164.00	-17,467.97
Bill Pmt -Check	03/18/2025	40630	Ten-8 Fire & Safety,...	X	-813.59	-18,281.56
Bill Pmt -Check	03/18/2025	40618	All Roads Kenworth	X	-468.06	-18,749.62
Bill Pmt -Check	03/18/2025	40621	Comcast	X	-273.95	-19,023.57
Bill Pmt -Check	03/18/2025	COM4...	Comcast	X	-162.90	-19,186.47
Bill Pmt -Check	03/19/2025	COM4...	Comcast	X	-261.40	-19,447.87
Bill Pmt -Check	03/26/2025	40637	Arthur J. Gallagher ...	X	-4,585.00	-24,032.87
Bill Pmt -Check	03/26/2025	40636	AccessMD	X	-3,750.00	-27,782.87
Bill Pmt -Check	03/26/2025	40646	The Battery Store N...	X	-1,611.42	-29,394.29
Bill Pmt -Check	03/26/2025	40638	Dan Callaghan Ente...	X	-1,324.10	-30,718.39
Bill Pmt -Check	03/26/2025	40644	Task Force Tips	X	-763.93	-31,482.32
Bill Pmt -Check	03/26/2025	40648	Waste Pro - Ft. Myers	X	-757.48	-32,239.80
Bill Pmt -Check	03/26/2025	40642	Matheny Fire & Eme...	X	-726.16	-32,965.96
Bill Pmt -Check	03/26/2025	40643	McKibben Powerspo...	X	-395.91	-33,361.87
Bill Pmt -Check	03/26/2025	40641	Lee County Electric ...	X	-385.49	-33,747.36
Bill Pmt -Check	03/26/2025	40645	Ten-8 Fire & Safety,...	X	-281.07	-34,028.43
Bill Pmt -Check	03/26/2025	40640	Imperial Dade	X	-146.92	-34,175.35
Bill Pmt -Check	03/26/2025	40647	United Uniforms US...	X	-54.00	-34,229.35
Bill Pmt -Check	03/26/2025	40649	Winston Curtis Sum...	X	-10.00	-34,239.35
Bill Pmt -Check	03/31/2025	FLBL...	Florida Blue	X	-79,467.47	-113,706.82
Liability Check	03/31/2025	PR33...	AXA	X	-5,953.99	-119,660.81
Liability Check	03/31/2025	GUAR...	Guardian	X	-4,363.50	-124,024.31
Liability Check	03/31/2025	PR33...	AFLAC	X	-2,751.72	-126,776.03
Bill Pmt -Check	04/03/2025	40655	Collier County Prope...	X	-15,147.57	-141,923.60
Bill Pmt -Check	04/03/2025	40650	AccessMD	X	-12,250.00	-154,173.60
Bill Pmt -Check	04/03/2025	40671	North Collier Fire Co...	X	-7,140.08	-161,313.68
Bill Pmt -Check	04/03/2025	40669	MES Service Comp...	X	-5,574.48	-166,888.16
Bill Pmt -Check	04/03/2025	40663	Home Depot Credit ...	X	-5,279.41	-172,167.57
Bill Pmt -Check	04/03/2025	40664	HRE,LLC, dba Tenzi...	X	-3,634.00	-175,801.57
Bill Pmt -Check	04/03/2025	40674	Stewart & Stevenson	X	-3,583.26	-179,384.83
Bill Pmt -Check	04/03/2025	40666	Lead Mechanical Se...	X	-3,303.00	-182,687.83
Bill Pmt -Check	04/03/2025	40657	DAVIS OIL CO.,INC.	X	-3,097.40	-185,785.23
General Journal	04/03/2025			X	-2,984.70	-188,769.93
Bill Pmt -Check	04/03/2025	40660	Florida Pump & Meter	X	-2,474.53	-191,244.46
Bill Pmt -Check	04/03/2025	40651	All Roads Kenworth	X	-1,468.16	-192,712.62
Bill Pmt -Check	04/03/2025	40662	Genset Services, Inc.	X	-1,340.00	-194,052.62
General Journal	04/03/2025			X	-1,145.30	-195,197.92
Bill Pmt -Check	04/03/2025	40652	Ave Maria Utility Co...	X	-1,140.24	-196,338.16
Bill Pmt -Check	04/03/2025	40654	Cheney Landscape	X	-1,000.00	-197,338.16
Bill Pmt -Check	04/03/2025	40659	Factory Cleaning Eq...	X	-630.33	-197,968.49
Bill Pmt -Check	04/03/2025	40675	Ten-8 Fire & Safety,...	X	-466.47	-198,434.96
Bill Pmt -Check	04/03/2025	40670	Motorola Solutions, I...	X	-364.80	-198,799.76
Bill Pmt -Check	04/03/2025	40672	O'Reilly Auto Parts	X	-341.00	-199,140.76
Bill Pmt -Check	04/03/2025	40668	Mark's Platinum Pre...	X	-300.00	-199,440.76
Bill Pmt -Check	04/03/2025	40661	FMC GlobalSat, Inc.	X	-295.00	-199,735.76
Bill Pmt -Check	04/03/2025	40677	Waste Pro - Collier ...	X	-276.81	-200,012.57
Bill Pmt -Check	04/03/2025	40653	B&L HARDWARE	X	-269.86	-200,282.43
Bill Pmt -Check	04/03/2025	40665	Imperial Dade	X	-211.30	-200,493.73
Bill Pmt -Check	04/03/2025	40667	Lightning Wireless S...	X	-197.00	-200,690.73
Bill Pmt -Check	04/03/2025	40656	Culligan Water	X	-169.49	-200,860.22
Bill Pmt -Check	04/03/2025	40676	Verizon Connect	X	-148.55	-201,008.77
Bill Pmt -Check	04/03/2025	40673	Stericycle, Inc.	X	-94.65	-201,103.42
Bill Pmt -Check	04/03/2025	40658	DIRECTV	X	-59.74	-201,163.16
Transfer	04/07/2025			X	-271,389.41	-472,552.57
Bill Pmt -Check	04/10/2025	40690	MES Service Comp...	X	-14,109.45	-486,662.02
Bill Pmt -Check	04/10/2025	40684	Florida Insurance All...	X	-9,743.09	-496,405.11
Bill Pmt -Check	04/10/2025	40683	Elan Financial Servi...	X	-5,735.63	-502,140.74
Bill Pmt -Check	04/10/2025	40691	North Collier Fire Co...	X	-5,505.68	-507,646.42
Bill Pmt -Check	04/10/2025	40688	Lee County Electric ...	X	-4,326.56	-511,972.98
Bill Pmt -Check	04/10/2025	40685	HSC/Tuscan & Co PA	X	-2,500.00	-514,472.98
Bill Pmt -Check	04/10/2025	40679	AT&T Mobility	X	-1,384.74	-515,857.72
Bill Pmt -Check	04/10/2025	40689	Melissa Silva & Co.	X	-1,380.00	-517,237.72

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IMMOKALEE FIRE CONTROL DISTRICT

Reconciliation Detail

101000 · FNB CHECKING, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	04/10/2025	40680	Boyd Brothers Servi...	X	-740.00	-517,977.72
Bill Pmt -Check	04/10/2025	40681	Collier County Tax C...	X	-675.10	-518,652.82
Bill Pmt -Check	04/10/2025	40678	Amerigas	X	-607.74	-519,260.56
Bill Pmt -Check	04/10/2025	40692	O'Reilly Auto Parts	X	-472.75	-519,733.31
Bill Pmt -Check	04/10/2025	40686	Immokalee Water & ...	X	-386.93	-520,120.24
Bill Pmt -Check	04/10/2025	40682	Diversified Administr...	X	-245.00	-520,365.24
Bill Pmt -Check	04/10/2025	40687	Lazaro Chao	X	-150.00	-520,515.24
Bill Pmt -Check	04/10/2025	40693	ODP Business Solut...	X	-103.45	-520,618.69
Bill Pmt -Check	04/10/2025	WBN4...	WBN Marketing of F...	X	-99.00	-520,717.69
Transfer	04/15/2025			X	-70,000.00	-590,717.69
Liability Check	04/15/2025	PR04...	United States Treas...	X	-45,972.24	-636,689.93
Paycheck	04/15/2025	PR04...	Thomas K Cunningh...	X	-5,948.33	-642,638.26
Paycheck	04/15/2025	PR04...	Cody A Rodgers	X	-5,583.55	-648,221.81
Paycheck	04/15/2025	PR04...	James P Eidel	X	-5,457.45	-653,679.26
Paycheck	04/15/2025	PR04...	Javier E Barcela	X	-5,124.28	-658,803.54
Liability Check	04/15/2025	PR04...	AXA	X	-4,924.53	-663,728.07
Paycheck	04/15/2025	PR04...	Michael J Choate	X	-4,884.68	-668,612.75
Paycheck	04/15/2025	PR04...	Roberto Mendoza	X	-4,154.77	-672,767.52
Paycheck	04/15/2025	PR04...	David L Patterson	X	-4,113.16	-676,880.68
Paycheck	04/15/2025	PR04...	Justin K Strickland	X	-3,969.61	-680,850.29
Paycheck	04/15/2025	PR04...	Derek A Neuman	X	-3,930.97	-684,781.26
Paycheck	04/15/2025	PR04...	Jessie Necolettos	X	-3,570.95	-688,352.21
Paycheck	04/15/2025	PR04...	Brian E Hughes	X	-3,537.41	-691,889.62
Paycheck	04/15/2025	PR04...	Winston C Summer...	X	-3,464.88	-695,354.50
Paycheck	04/15/2025	PR04...	Mitchell Van Tine	X	-3,350.71	-698,705.21
Paycheck	04/15/2025	PR04...	Jason E Burr	X	-3,250.16	-701,955.37
Paycheck	04/15/2025	PR04...	Alan T Davis	X	-3,146.00	-705,101.37
Liability Check	04/15/2025	PR04...	Transamerica	X	-3,129.25	-708,230.62
Paycheck	04/15/2025	PR04...	David Batiato	X	-3,005.47	-711,236.09
Paycheck	04/15/2025	PR04...	James West	X	-2,920.91	-714,157.00
Paycheck	04/15/2025	PR04...	Ryne L. Rosenbalm	X	-2,799.97	-716,956.97
Paycheck	04/15/2025	PR04...	Mindaugas Degutis	X	-2,794.19	-719,751.16
Paycheck	04/15/2025	PR04...	Gregory R Smith	X	-2,694.89	-722,446.05
Paycheck	04/15/2025	PR04...	Andre R Beaudette	X	-2,692.89	-725,138.94
Paycheck	04/15/2025	PR04...	Christian J Bartis	X	-2,650.19	-727,789.13
Paycheck	04/15/2025	PR04...	Taylor D Logan	X	-2,641.15	-730,430.28
Paycheck	04/15/2025	PR04...	Robert C Rookard	X	-2,639.47	-733,069.75
Paycheck	04/15/2025	PR04...	Charles T Holman, Jr.	X	-2,423.36	-735,493.11
Paycheck	04/15/2025	PR04...	Dimitrios Amasiadis,...	X	-2,371.42	-737,864.53
Paycheck	04/15/2025	PR04...	James W Montgom...	X	-2,370.42	-740,234.95
Paycheck	04/15/2025	PR04...	Rebecah Brondson	X	-2,338.95	-742,573.90
Paycheck	04/15/2025	PR04...	Erik J. Miller	X	-2,242.48	-744,816.38
Paycheck	04/15/2025	PR04...	Robert K Choate	X	-2,129.98	-746,946.36
Paycheck	04/15/2025	PR04...	Michael Fernandez	X	-2,024.53	-748,970.89
Paycheck	04/15/2025	PR04...	Nathan C Kopanda	X	-2,007.03	-750,977.92
Paycheck	04/15/2025	PR04...	Zackary Burr	X	-1,987.57	-752,965.49
Paycheck	04/15/2025	PR04...	Mike Turrubiatez II	X	-1,981.96	-754,947.45
Paycheck	04/15/2025	PR04...	Martin F Lawrence	X	-1,947.69	-756,895.14
Paycheck	04/15/2025	PR04...	Quinton P Willis	X	-1,847.17	-758,742.31
Paycheck	04/15/2025	PR04...	Joham Cherisme	X	-1,836.20	-760,578.51
Paycheck	04/15/2025	PR04...	Shaun M Jacobs	X	-1,821.60	-762,400.11
Paycheck	04/15/2025	PR04...	Noah T Brown	X	-1,821.60	-764,221.71
Paycheck	04/15/2025	PR04...	Sage C Haislip	X	-1,813.27	-766,034.98
Paycheck	04/15/2025	PR04...	Anthony J Vitiello	X	-1,808.18	-767,843.16
Paycheck	04/15/2025	PR04...	Lazaro A Chao	X	-1,780.61	-769,623.77
Paycheck	04/15/2025	PR04...	Jamie M Blaiweiss	X	-1,760.11	-771,383.88
Paycheck	04/15/2025	PR04...	Miguelangel Ricardo	X	-1,738.60	-773,122.48
Paycheck	04/15/2025	PR04...	Damion L Escobar	X	-1,738.60	-774,861.08
Paycheck	04/15/2025	PR04...	Alma Valladares	X	-1,454.48	-776,315.56
Liability Check	04/15/2025	PR04...	Ameritas	X	-625.00	-776,940.56
Liability Check	04/15/2025	PR04...	Ameritas	X	-100.00	-777,040.56
Bill Pmt -Check	04/17/2025	40707	North Collier Fire Co...	X	-5,588.95	-782,629.51
Bill Pmt -Check	04/17/2025	40697	Arthur J. Gallagher ...	X	-4,585.00	-787,214.51
Bill Pmt -Check	04/17/2025	40705	Manson Bolves Don...	X	-3,800.00	-791,014.51
Bill Pmt -Check	04/17/2025	40703	Lead Mechanical Se...	X	-3,303.00	-794,317.51
Bill Pmt -Check	04/17/2025	40704	Lee County Electric ...	X	-1,963.26	-796,280.77
Bill Pmt -Check	04/17/2025	40700	DAVIS OIL CO.,INC.	X	-1,879.94	-798,160.71
Bill Pmt -Check	04/17/2025	40709	Torcivia, Donlon, Go...	X	-1,402.50	-799,563.21

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IMMOKALEE FIRE CONTROL DISTRICT

Reconciliation Detail

101000 - FNB CHECKING, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	04/17/2025	40708	Ten-8 Fire & Safety,...	X	-972.92	-800,536.13
Bill Pmt -Check	04/17/2025	40701	Immokalee Water & ...	X	-413.10	-800,949.23
Bill Pmt -Check	04/17/2025	40706	Municipal Equipmen...	X	-350.30	-801,299.53
Bill Pmt -Check	04/17/2025	40694	AC'CENT Business ...	X	-121.21	-801,420.74
Bill Pmt -Check	04/17/2025	40696	Amerigas	X	-119.99	-801,540.73
Bill Pmt -Check	04/17/2025	40699	Dan Callaghan Ente...	X	-80.00	-801,620.73
Bill Pmt -Check	04/17/2025	40698	Collier County Tax C...	X	-56.95	-801,677.68
Bill Pmt -Check	04/17/2025	40695	Advance Auto Parts	X	-46.62	-801,724.30
Bill Pmt -Check	04/17/2025	40702	John Collins Auto P...	X	-46.30	-801,770.60
Bill Pmt -Check	04/17/2025	40710	Winston Curtis Sum...	X	-45.00	-801,815.60
General Journal	04/18/2025			X	-1,084.47	-802,900.07
Bill Pmt -Check	04/21/2025	COM0...	Comcast	X	-162.90	-803,062.97
Bill Pmt -Check	04/23/2025	GRD2...	Guardian	X	-41.62	-803,104.59
Bill Pmt -Check	04/24/2025	40716	First Bank	X	-22,212.13	-825,316.72
Bill Pmt -Check	04/24/2025	40717	Imperial Dade	X	-1,393.51	-826,710.23
Bill Pmt -Check	04/24/2025	40720	Lightning Wireless S...	X	-555.00	-827,265.23
Bill Pmt -Check	04/24/2025	40719	Lee County Electric ...	X	-419.21	-827,684.44
Bill Pmt -Check	04/24/2025	40714	Dan Callaghan Ente...	X	-314.29	-827,998.73
Bill Pmt -Check	04/24/2025	40724	TWC Services, Inc.	X	-248.00	-828,246.73
Bill Pmt -Check	04/24/2025	40725	Verizon	X	-36.07	-828,282.80
Bill Pmt -Check	04/25/2025	40727	Waste Pro - Collier ...	X	-1,034.80	-829,317.60
Bill Pmt -Check	04/25/2025	WEX0...	WEX Bank	X	-91.51	-829,409.11
Liability Check	04/30/2025	PR04...	FL Division of Retire...	X	-114,406.72	-943,815.83
Liability Check	04/30/2025	PR04...	United States Treas...	X	-47,030.40	-990,846.23
Paycheck	04/30/2025	PR04...	Thomas K Cunningh...	X	-6,023.63	-996,869.86
Paycheck	04/30/2025	PR04...	David L Patterson	X	-5,411.39	-1,002,281.25
Paycheck	04/30/2025	PR04...	Michael J Choate	X	-4,960.26	-1,007,241.51
Paycheck	04/30/2025	PR04...	James P Eidel	X	-4,683.72	-1,011,925.23
Paycheck	04/30/2025	PR04...	Cody A Rodgers	X	-4,545.55	-1,016,470.78
Paycheck	04/30/2025	PR04...	Javier E Barcelá	X	-4,339.71	-1,020,810.49
Paycheck	04/30/2025	PR04...	Justin K Strickland	X	-4,318.55	-1,025,129.04
Paycheck	04/30/2025	PR04...	Roberto Mendoza	X	-4,187.44	-1,029,316.48
Paycheck	04/30/2025	PR04...	Derek A Neuman	X	-3,930.96	-1,033,247.44
Paycheck	04/30/2025	PR04...	Gregory R Smith	X	-3,856.91	-1,037,104.35
Paycheck	04/30/2025	PR04...	Winston C Summer...	X	-3,704.98	-1,040,809.33
Paycheck	04/30/2025	PR04...	Alan T Davis	X	-3,495.46	-1,044,304.79
Paycheck	04/30/2025	PR04...	Jason E Burr	X	-3,250.14	-1,047,554.93
Paycheck	04/30/2025	PR04...	Brian E Hughes	X	-3,183.54	-1,050,738.47
Liability Check	04/30/2025	PR04...	Transamerica	X	-3,131.17	-1,053,869.64
Paycheck	04/30/2025	PR04...	David Batiato	X	-3,083.05	-1,056,952.69
Paycheck	04/30/2025	PR04...	Taylor D Logan	X	-3,046.91	-1,059,999.60
Liability Check	04/30/2025	PR04...	FL Division of Retire...	X	-3,015.78	-1,063,015.38
Paycheck	04/30/2025	PR04...	Mitchell Van Tine	X	-2,955.48	-1,065,970.86
Paycheck	04/30/2025	PR04...	James West	X	-2,920.91	-1,068,891.77
Paycheck	04/30/2025	PR04...	Andre R Beaudette	X	-2,916.70	-1,071,808.47
Liability Check	04/30/2025	PR04...	North Collier Profess...	X	-2,881.92	-1,074,690.39
Paycheck	04/30/2025	PR04...	Jessie Necolettos	X	-2,846.32	-1,077,536.71
Paycheck	04/30/2025	PR04...	Robert C Rookard	X	-2,731.93	-1,080,268.64
Paycheck	04/30/2025	PR04...	Ryne L. Rosenbalm	X	-2,624.88	-1,082,893.52
Paycheck	04/30/2025	PR04...	Christian J Bartis	X	-2,623.28	-1,085,516.80
Paycheck	04/30/2025	PR04...	Anthony J Vitiello	X	-2,618.77	-1,088,135.57
Paycheck	04/30/2025	PR04...	Rebecah Brondson	X	-2,338.93	-1,090,474.50
Paycheck	04/30/2025	PR04...	Robert K Choate	X	-2,319.07	-1,092,793.57
Paycheck	04/30/2025	PR04...	Erik J. Miller	X	-2,244.67	-1,095,038.24
Paycheck	04/30/2025	PR04...	James W Montgom...	X	-2,200.43	-1,097,238.67
Paycheck	04/30/2025	PR04...	Mike Turrubiardez II	X	-2,193.77	-1,099,432.44
Paycheck	04/30/2025	PR04...	Nathan C Kopanda	X	-2,190.06	-1,101,622.50
Paycheck	04/30/2025	PR04...	Martin F Lawrence	X	-2,166.51	-1,103,789.01
Paycheck	04/30/2025	PR04...	Michael Fernandez	X	-2,055.28	-1,105,844.29
Paycheck	04/30/2025	PR04...	Quinton P Willis	X	-2,049.20	-1,107,893.49
Paycheck	04/30/2025	PR04...	Charles T Holman, Jr.	X	-2,032.79	-1,109,926.28
Paycheck	04/30/2025	PR04...	Mindaugas Degutis	X	-2,030.10	-1,111,956.38
Paycheck	04/30/2025	PR04...	Noah T Brown	X	-2,025.20	-1,113,981.58
Paycheck	04/30/2025	PR04...	Lazaro A Chao	X	-2,018.73	-1,116,000.31
Paycheck	04/30/2025	PR04...	Joham Cherisme	X	-2,007.72	-1,118,008.03
Paycheck	04/30/2025	PR04...	Zackary Burr	X	-1,987.58	-1,119,995.61
Paycheck	04/30/2025	PR04...	Dimitrios Amasiadis,...	X	-1,960.56	-1,121,956.17
Paycheck	04/30/2025	PR04...	Sage C Halslip	X	-1,945.73	-1,123,901.90

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IMMOKALEE FIRE CONTROL DISTRICT

Reconciliation Detail

101000 · FNB CHECKING, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
Paycheck	04/30/2025	PR04...	Miguelangel Ricardo	X	-1,932.80	-1,125,834.70
Paycheck	04/30/2025	PR04...	Shaun M Jacobs	X	-1,932.52	-1,127,767.22
Paycheck	04/30/2025	PR04...	Jamie M Blaiweiss	X	-1,927.18	-1,129,694.40
Paycheck	04/30/2025	PR04...	Damion L Escobar	X	-1,885.74	-1,131,580.14
Paycheck	04/30/2025	PR04...	Alma Valladares	X	-1,454.47	-1,133,034.61
Liability Check	04/30/2025	PR04...	Ameritas	X	-625.00	-1,133,659.61
Paycheck	04/30/2025	PR04...	Robert Halman {co...	X	-461.75	-1,134,121.36
Paycheck	04/30/2025	PR04...	Bonnie Keen	X	-461.75	-1,134,583.11
Paycheck	04/30/2025	PR04...	Joseph Brister	X	-461.75	-1,135,044.86
Paycheck	04/30/2025	PR04...	Donald Gunther Jr	X	-436.75	-1,135,481.61
Paycheck	04/30/2025	PR04...	Patricia Anne Goodn...	X	-261.75	-1,135,743.36
General Journal	04/30/2025			X	Jaimie B. -135.46 AF/AC	
Liability Check	04/30/2025	PR04...	Ameritas	X	-100.00	-1,135,978.82
General Journal	04/30/2025			X	FRS -0.02	-1,135,978.84
Total Checks and Payments					-1,135,978.84	-1,135,978.84
Deposits and Credits - 17 items						
Bill Pmt -Check	10/25/2024	40297	HRE,LLC, dba Tenzi...	X	0.00	0.00
Paycheck	03/31/2025	PR33...	Agustin Rodriguez	X	0.00	0.00
Deposit	04/01/2025			X	7,140.08	7,140.08
Transfer	04/03/2025			X	65,000.00	72,140.08
Deposit	04/07/2025			X	1,028.96	73,169.04
General Journal	04/07/2025			X	2,713.31	75,882.35
Deposit	04/07/2025			X	270,360.45	346,242.80
Transfer	04/11/2025			X	230,000.00	576,242.80
Paycheck	04/15/2025	PR04...	Agustin Rodriguez	X	0.00	576,242.80
Transfer	04/15/2025			X	70,000.00	646,242.80
Deposit	04/17/2025			X	7,558.15	653,800.95
Transfer	04/17/2025			X	16,000.00	669,800.95
Bill Pmt -Check	04/22/2025	COM0...	Comcast	X	0.00	669,800.95
Bill Pmt -Check	04/24/2025	40726	Waste Pro - Collier ...	X	0.00	669,800.95
Transfer	04/24/2025			X	35,000.00	704,800.95
Transfer	04/28/2025			X	400,000.00	1,104,800.95
Paycheck	04/30/2025	PR04...	Agustin Rodriguez	X	0.00	1,104,800.95
Total Deposits and Credits					1,104,800.95	1,104,800.95
Total Cleared Transactions					-31,177.89	-31,177.89
Cleared Balance					-31,177.89	107,206.09
Uncleared Transactions						
Checks and Payments - 18 items						
Bill Pmt -Check	11/15/2024	40344	Mr. Miguelangel Ric...		-25.00	-25.00
Bill Pmt -Check	02/06/2025	40516	Firehouse Challenge...		-529.00	-554.00
Bill Pmt -Check	04/13/2025	COM5...	Comcast		-162.90	-716.90
Bill Pmt -Check	04/21/2025	COM5...	Comcast		-261.40	-978.30
Bill Pmt -Check	04/24/2025	40722	Ten-8 Fire & Safety...		-3,959.89	-4,938.19
Bill Pmt -Check	04/24/2025	40713	Cutting Edge Planni...		-2,400.00	-7,338.19
Bill Pmt -Check	04/24/2025	40712	Certified Pest Control		-2,274.26	-9,612.45
Bill Pmt -Check	04/24/2025	40715	Factory Cleaning Eq...		-408.00	-10,020.45
Bill Pmt -Check	04/24/2025	40711	Century Link		-241.06	-10,261.51
Bill Pmt -Check	04/24/2025	40723	Triserve Fire Protect...		-230.00	-10,491.51
Bill Pmt -Check	04/24/2025	40728	Counseling Associat...		-120.00	-10,611.51
Bill Pmt -Check	04/24/2025	40718	John Collins Auto P...		-46.30	-10,657.81
Bill Pmt -Check	04/24/2025	40721	Ortega Road Servic...		-15.00	-10,672.81
Bill Pmt -Check	04/30/2025	FLBL0...	Florida Blue		-77,411.57	-88,084.38
Liability Check	04/30/2025	PR04...	AXA		-5,154.38	-93,238.76
Bill Pmt -Check	04/30/2025	GRD4...	Guardian		-4,296.13	-97,534.89
Liability Check	04/30/2025	PR04...	AFLAC		-2,887.18	-100,422.07
General Journal	04/30/2025				-0.02	-100,422.09
Total Checks and Payments					-100,422.09	-100,422.09
Total Uncleared Transactions					-100,422.09	-100,422.09
Register Balance as of 04/30/2025					-131,599.98	6,784.00

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IMMOKALEE FIRE CONTROL DISTRICT
Reconciliation Detail
101000 · FNB CHECKING, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 23 items						
Transfer	05/01/2025				-203,990.03	-203,990.03
Bill Pmt -Check	05/01/2025	40745	The Bancorp Bank		-11,637.00	-215,627.03
Bill Pmt -Check	05/01/2025	40729	AccessMD		-3,750.00	-219,377.03
Bill Pmt -Check	05/01/2025	40735	DAVIS OIL CO.,INC.		-3,337.10	-222,714.13
Bill Pmt -Check	05/01/2025	40741	Motorola Solutions, I...		-1,208.12	-223,922.25
Bill Pmt -Check	05/01/2025	40732	Ave Maria Utility Co...		-1,166.58	-225,088.83
General Journal	05/01/2025				-1,145.30	-226,234.13
Bill Pmt -Check	05/01/2025	40730	All Digital Technology		-823.97	-227,058.10
Bill Pmt -Check	05/01/2025	40747	Home Depot Credit ...		-714.05	-227,772.15
Bill Pmt -Check	05/01/2025	40734	Dan Callaghan Ente...		-460.50	-228,232.65
Bill Pmt -Check	05/01/2025	40742	Overhead Door Co o...		-280.00	-228,512.65
Bill Pmt -Check	05/01/2025	40737	Genset Services, Inc.		-260.00	-228,772.65
Bill Pmt -Check	05/01/2025	40743	Robert Halman		-250.00	-229,022.65
Bill Pmt -Check	05/01/2025	40736	Don Gunthner		-250.00	-229,272.65
Bill Pmt -Check	05/01/2025	40740	Michael J. Choate		-250.00	-229,522.65
Bill Pmt -Check	05/01/2025	40738	Joe Brister		-250.00	-229,772.65
Bill Pmt -Check	05/01/2025	40731	ArchiveSocial, LLC		-229.95	-230,002.60
Bill Pmt -Check	05/01/2025	40744	Stericycle, Inc.		-94.65	-230,097.25
Bill Pmt -Check	05/01/2025	40733	Crown Trophy of Ca...		-61.95	-230,159.20
Bill Pmt -Check	05/01/2025	DIRTV...	DIRECTV		-53.49	-230,212.69
Bill Pmt -Check	05/01/2025	40739	Lee County Electric ...		-23.99	-230,236.68
General Journal	05/06/2025				-764.83	-231,001.51
Bill Pmt -Check	05/23/2025	WEX0...	WEX Bank		-152.00	-231,153.51
Total Checks and Payments					-231,153.51	-231,153.51
Deposits and Credits - 2 items						
Transfer	05/01/2025				23,000.00	23,000.00
Deposit	05/01/2025				203,990.03	226,990.03
Total Deposits and Credits					226,990.03	226,990.03
Total New Transactions					-4,163.48	-4,163.48
Ending Balance					-135,763.46	2,620.52

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5/7/25



FIRST FOUNDATION BANK

18101 Von Karman Avenue
Suite 750
Irvine, CA 92612

ADDRESS SERVICE REQUESTED

IMMOKALEE FIRE CONTROL DISTRICT
5368 USEPPA DR
AVE MARIA FL 34142-5051

Statement Ending 04/30/2025

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Managing Your Accounts

	Toll-Free:	(888) 405-4332
	Online:	www.firstfoundationinc.com
	Mailing:	3560 Kraft Rd Naples, FL 34105

Summary of Accounts

Account Type	Account Number	Ending Balance
FL Public Funds Checking	XXXXXXXXX8175	\$107,206.09

FL Public Funds Checking - XXXXXXXXXX8175

Account Summary

Date	Description	Amount	Description	Amount
04/01/2025	Beginning Balance	\$138,383.98	Earnings Balance	\$0.00
	11 Credit(s) This Period	\$1,104,800.95		
	116 Debit(s) This Period	\$1,135,978.84		
04/30/2025	Ending Balance	\$107,206.09		

Electronic Credits

Date	Description	Amount
04/01/2025	Internet Dep Trf Feb 25 Inspection Fees	\$7,140.08 ✓
04/03/2025	Internet Dep Trf Replenish AP Funds	\$65,000.00 ✓
04/07/2025	ACH Deposit CC TAX COLLECTOR ACH PYMT	\$1,028.96 ✓
04/07/2025	ACH Deposit CC TAX COLLECTOR ACH PYMT	\$270,360.45 ✓
04/07/2025	Internet Dep Trf Z Burr Tools Reimb to GF	\$2,713.31 ✓
04/11/2025	Internet Dep Trf Payroll and AP Replenish	\$230,000.00 ✓
04/15/2025	Internet Dep Trf Replenish Funds	\$70,000.00 ✓
04/17/2025	Internet Dep Trf Transfer from DDA 8183 - Inspection Fees and EMS	\$7,558.15 ✓
04/17/2025	Internet Dep Trf Transfer from DDA 8191 - AP Replenish	\$16,000.00 ✓
04/24/2025	Internet Dep Trf Transfer from DDA 8191 - replenish AP 4-24-25	\$35,000.00 ✓
04/28/2025	Internet Dep Trf Transfer from DDA 8191 - Payroll and FRS 4-30-25	\$400,000.00 ✓

Electronic Debits

Date	Description	Amount
04/01/2025	ACH Payment THE GUARDIAN ACHPAYMENT	\$4,363.50 ✓
04/01/2025	ACH Payment DSTRS INVESTMENT	\$5,953.99 ✓
04/01/2025	ACH Payment BLUECROSSFLORIDA PREMIUM 904-791-6111	\$27,002.54 ✓
04/01/2025	ACH Payment BLUECROSSFLORIDA PREMIUM 904-791-6111	\$52,464.93 ✓
04/02/2025	ACH Payment AFLAC COLUMBUS ACHPMT	\$2,887.18 ✓
04/03/2025	ACH Payment IMMOKALEE FIRE C Payroll DD Medicare Reimb. Apr	\$1,145.30 ✓
04/04/2025	ACH Payment DIVERSIFIED ADMI OTHER TRAN	\$2,984.70 ✓
04/07/2025	ACH Payment COMCAST 8535100 420129376 800-266-2278	\$162.90 ✓
04/11/2025	ACH Payment WBN MARKETING SALE	\$99.00 ✓
04/14/2025	ACH Payment COMCAST 8535100 411337285 800-266-2278	\$261.40 ✓
04/14/2025	ACH Payment TRANSAMERICA CONTRIBUTE	\$3,129.25 ✓
04/15/2025	ACH Payment Ameritas Life In XR01DD	\$725.00 ✓

FL Public Funds Checking - XXXXXXXXX8175 (continued)
Electronic Debits (continued)

Date	Description	Amount
04/15/2025	ACH Payment IRS USATAXPYMT	\$45,972.24 ✓
04/15/2025	ACH Payment IMMOKALEE FIRE C Payroll DD Payroll 4-15-25	\$131,571.85 ✓
04/16/2025	ACH Payment DSTRS INVESTMENT	\$4,924.53 ✓
04/21/2025	ACH Payment COMCAST 8535100 420242088 800-266-2278	\$162.90 ✓
04/21/2025	ACH Payment DIVERSIFIED ADMI OTHER TRAN	\$1,084.47 ✓
04/24/2025	ACH Payment THE GUARDIAN APR GP INS	\$41.62 ✓
04/29/2025	ACH Payment WEX INC FLEET DEBI	\$91.51 ✓
04/29/2025	ACH Payment TRANSAMERICA CONTRIBUTE	\$3,131.17 ✓
04/30/2025	ACH Payment Ameritas Life In XR01DD	\$725.00 ✓
04/30/2025	ACH Payment IMMOKALEE FIRE C Union Dues Union Dues - 4-30-25	\$2,881.92 ✓
04/30/2025	ACH Payment IRS USATAXPYMT	\$47,030.40 ✓
04/30/2025	ACH Payment FLA DEPT REVENUE CRC	\$117,422.52 ✓
04/30/2025	ACH Payment IMMOKALEE FIRE C Payroll DD Payroll - 4-30-25	\$135,243.26 ✓

Other Debits

Date	Description	Amount
04/07/2025	Internet W/D Trf Ad Valorem Net Amts	\$271,389.41 ✓
04/15/2025	Internet W/D Trf Reverse Transfer	\$70,000.00 ✓

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
✓ 40608	04/01/2025	\$270.00	✓ 40660	04/09/2025	\$2,474.53	✓ 40690	04/21/2025	\$14,109.45
✓ 40618*	04/01/2025	\$468.06	40661	04/08/2025	\$295.00	40691	04/18/2025	\$5,505.68
✓ 40621*	04/03/2025	\$273.95	40662	04/14/2025	\$1,340.00	40692	04/23/2025	\$472.75
✓ 40623*	04/03/2025	\$9,743.09	40663	04/14/2025	\$5,279.41	40693	04/22/2025	\$103.45
✓ 40624	04/01/2025	\$6,290.88	40664	04/15/2025	\$3,634.00	40694	04/24/2025	\$121.21
✓ 40628*	04/09/2025	\$1,164.00	40665	04/10/2025	\$211.30	40695	04/24/2025	\$46.62
✓ 40630*	04/01/2025	\$813.59	40666	04/08/2025	\$3,303.00	40696	04/29/2025	\$119.99
✓ 40636*	04/09/2025	\$3,750.00	40667	04/09/2025	\$197.00	40697	04/23/2025	\$4,585.00
✓ 40637	04/02/2025	\$4,585.00	40668	04/14/2025	\$300.00	40698	04/23/2025	\$56.95
✓ 40638	04/01/2025	\$1,324.10	40669	04/09/2025	\$5,574.48	40699	04/22/2025	\$80.00
✓ 40640*	04/01/2025	\$146.92	40670	04/14/2025	\$364.80	40700	04/25/2025	\$1,879.94
✓ 40641	04/03/2025	\$385.49	40671	04/14/2025	\$7,140.08	40701	04/22/2025	\$413.10
✓ 40642	04/02/2025	\$726.16	40672	04/09/2025	\$341.00	40702	04/23/2025	\$46.30
40643	04/01/2025	\$395.91	40673	04/14/2025	\$94.65	40703	04/23/2025	\$3,303.00
40644	04/29/2025	\$763.93	40674	04/09/2025	\$3,583.26	40704	04/23/2025	\$1,963.26
40645	04/03/2025	\$281.07	40675	04/15/2025	\$466.47	40705	04/22/2025	\$3,800.00
40646	04/01/2025	\$1,611.42	40676	04/10/2025	\$148.55	40706	04/25/2025	\$350.30
40647	04/01/2025	\$54.00	40677	04/09/2025	\$276.81	40707	04/28/2025	\$5,588.95
40648	04/01/2025	\$757.48	40678	04/23/2025	\$607.74	40708	04/29/2025	\$972.92
40649	04/01/2025	\$10.00	40679	04/21/2025	\$1,384.74	40709	04/24/2025	\$1,402.50
40650	04/09/2025	\$12,250.00	40680	04/18/2025	\$740.00	✓ 40710	04/24/2025	\$45.00
40651	04/15/2025	\$1,468.16	40681	04/18/2025	\$675.10	✓ 40714*	04/29/2025	\$314.29
40652	04/07/2025	\$1,140.24	40682	04/22/2025	\$245.00	✓ 40716*	04/25/2025	\$22,212.13
40653	04/08/2025	\$269.86	40683	04/21/2025	\$5,735.63	✓ 40717	04/30/2025	\$1,393.51
40654	04/16/2025	\$1,000.00	40684	04/28/2025	\$9,743.09	✓ 40719*	04/29/2025	\$419.21
40655	04/07/2025	\$15,147.57	40685	04/18/2025	\$2,500.00	✓ 40720	04/29/2025	\$555.00
40656	04/18/2025	\$169.49	40686	04/17/2025	\$386.93	✓ 40724*	04/29/2025	\$248.00
40657	04/09/2025	\$3,097.40	40687	04/22/2025	\$150.00	✓ 40725	04/30/2025	\$36.07
40658	04/14/2025	\$59.74	40688	04/17/2025	\$4,326.56	✓ 40727*	04/29/2025	\$1,034.80
40659	04/14/2025	\$630.33	40689	04/21/2025	\$1,380.00			

* Indicates skipped check number

FL Public Funds Checking - XXXXXXXXX8175 (continued)
Daily Balances

Date	Amount	Date	Amount	Date	Amount
04/01/2025	\$43,596.74	04/11/2025	\$264,812.21	04/23/2025	\$26,020.95
04/02/2025	\$35,398.40	04/14/2025	\$246,212.55	04/24/2025	\$59,364.00
04/03/2025	\$88,569.50	04/15/2025	\$62,374.83	04/25/2025	\$34,921.63
04/04/2025	\$85,584.80	04/16/2025	\$56,450.30	04/28/2025	\$419,589.59
04/07/2025	\$71,847.40	04/17/2025	\$75,294.96	04/29/2025	\$411,938.77
04/08/2025	\$67,979.54	04/18/2025	\$65,704.69	04/30/2025	\$107,206.09
04/09/2025	\$35,271.06	04/21/2025	\$41,847.50		
04/10/2025	\$34,911.21	04/22/2025	\$37,055.95		

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

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05/07/25

IMMOKALEE FIRE CONTROL DISTRICT
Reconciliation Summary
102000 - FNB MONEY MARKET, Period Ending 04/30/2025

	<u>Apr 30, 25</u>
Beginning Balance	4,864,585.20
Cleared Transactions	
Checks and Payments - 6 items	-816,000.00
Deposits and Credits - 8 items	365,954.86
Total Cleared Transactions	<u>-450,045.14</u>
Cleared Balance	<u>4,414,540.06</u>
Register Balance as of 04/30/2025	4,414,540.06
New Transactions	
Checks and Payments - 1 item	-23,000.00
Deposits and Credits - 2 items	215,627.03
Total New Transactions	<u>192,627.03</u>
Ending Balance	<u><u>4,607,167.09</u></u>

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IMMOKALEE FIRE CONTROL DISTRICT
Reconciliation Detail
102000 - FNB MONEY MARKET, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						4,864,585.20
Cleared Transactions						
Checks and Payments - 6 items						
Transfer	04/03/2025			X	-65,000.00	-65,000.00
Transfer	04/11/2025			X	-230,000.00	-295,000.00
Transfer	04/15/2025			X	-70,000.00	-365,000.00
Transfer	04/17/2025			X	-16,000.00	-381,000.00
Transfer	04/24/2025			X	-35,000.00	-416,000.00
Transfer	04/28/2025			X	-400,000.00	-816,000.00
Total Checks and Payments					-816,000.00	-816,000.00
Deposits and Credits - 8 items						
Deposit	04/01/2025			X	41.62	41.62
Deposit	04/02/2025			X	225.00	266.62
Deposit	04/07/2025			X	50.00	316.62
Transfer	04/07/2025			X	271,389.41	271,706.03
Transfer	04/15/2025			X	70,000.00	341,706.03
Deposit	04/22/2025			X	1,740.00	343,446.03
Deposit	04/23/2025			X	8,638.43	352,084.46
Deposit	04/30/2025			X	13,870.40	365,954.86
Total Deposits and Credits					365,954.86	365,954.86
Total Cleared Transactions					-450,045.14	-450,045.14
Cleared Balance					-450,045.14	4,414,540.06
Register Balance as of 04/30/2025					-450,045.14	4,414,540.06 ✓
New Transactions						
Checks and Payments - 1 item						
Transfer	05/01/2025				-23,000.00	-23,000.00
Total Checks and Payments					-23,000.00	-23,000.00
Deposits and Credits - 2 items						
Transfer	05/01/2025				203,990.03	203,990.03
Deposit	05/05/2025				11,637.00	215,627.03
Total Deposits and Credits					215,627.03	215,627.03
Total New Transactions					192,627.03	192,627.03
Ending Balance					-257,418.11	4,607,167.09

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5/7/25



FIRST FOUNDATION BANK

18101 Von Karman Avenue
Suite 750
Irvine, CA 92612

ADDRESS SERVICE REQUESTED

Statement Ending 04/30/2025

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IMMOKALEE FIRE CONTROL DISTRICT
MONEY MARKET ACCOUNT
5368 USEPPA DR
AVE MARIA FL 34142-5051

Managing Your Accounts



Toll-Free: (888) 405-4332



Online: www.firstfoundationinc.com



Mailing: 3560 Kraft Rd
Naples, FL 34105

Summary of Accounts

Account Type	Account Number	Ending Balance
FL Public Funds Money Market	XXXXXXXXX8191	\$4,414,540.06

FL Public Funds Money Market - XXXXXXXXXX8191

Account Summary

Date	Description	Amount	Interest Summary Description	Amount
04/01/2025	Beginning Balance	\$4,864,585.20	Annual Percentage Yield Earned	3.56%
	8 Credit(s) This Period	\$365,954.86	Interest Days	30
	6 Debit(s) This Period	\$816,000.00	Interest Earned	\$0.00
04/30/2025	Ending Balance	\$4,414,540.06	Interest Paid This Period	\$13,870.40
			Interest Paid Year-to-Date	\$62,693.87
			Earnings Balance	\$4,814,834.09

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Deposits

Date	Description	Amount
04/01/2025	Remote Deposit	\$41.62
04/02/2025	Remote Deposit	\$225.00
04/07/2025	Deposit	\$50.00
04/22/2025	Remote Deposit	\$1,740.00
04/23/2025	Deposit	\$8,638.43
04/30/2025	Accr Earning Pymt Added to Account	\$13,870.40

Electronic Credits

Date	Description	Amount
04/07/2025	Internet Dep Trf Ad Valorem Net Amts	\$271,389.41
04/15/2025	Internet Dep Trf Reverse Transfer	\$70,000.00

Other Debits

Date	Description	Amount
04/03/2025	Internet W/D Trf Replenish AP Funds	\$65,000.00
04/11/2025	Internet W/D Trf Payroll and AP Replenish	\$230,000.00
04/15/2025	Internet W/D Trf Replenish Funds	\$70,000.00
04/17/2025	Internet W/D Trf Transfer to DDA 8175 - AP Replenish	\$16,000.00
04/24/2025	Internet W/D Trf Transfer to DDA 8175 - replenish AP 4-24-25	\$35,000.00
04/28/2025	Internet W/D Trf Transfer to DDA 8175 - Payroll and FRS 4-30-25	\$400,000.00

FL Public Funds Money Market - XXXXXXXXX8191 (continued)
Daily Balances

Date	Amount	Date	Amount	Date	Amount
04/01/2025	\$4,864,626.82	04/11/2025	\$4,841,291.23	04/23/2025	\$4,835,669.66
04/02/2025	\$4,864,851.82	04/15/2025	\$4,841,291.23	04/24/2025	\$4,800,669.66
04/03/2025	\$4,799,851.82	04/17/2025	\$4,825,291.23	04/28/2025	\$4,400,669.66
04/07/2025	\$5,071,291.23	04/22/2025	\$4,827,031.23	04/30/2025	\$4,414,540.06

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

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05/07/25

Accrual Basis

IMMOKALEE FIRE CONTROL DISTRICT Profit & Loss Budget vs. Actual

October 2024 through April 2025

	Oct '24 - Apr 25	Budget	\$ Over Budget	% of Budget
546200 · REPAIR & MAINT EQUIP				
546201 · R&M F.F. & RESCUE EQUIP	6,266.14	0.00	6,266.14	100.0%
546202 · R&M CASCADE & AIR QUALTEST	1,837.79	0.00	1,837.79	100.0%
546204 · R&M BUNKER GEAR	0.00	0.00	0.00	0.0%
546211 · R&M F.F. & RESCUE EQUIP-Hose	6,540.60			
546200 · REPAIR & MAINT EQUIP - Other	11,007.39	31,352.00	-20,344.61	35.1%
Total 546200 · REPAIR & MAINT EQUIP	25,651.92	31,352.00	-5,700.08	81.8%
546300 · REPAIR & MAINT BLDG				
546310 · R&M - BLDG - Station 30	11,679.08	0.00	11,679.08	100.0%
546320 · R&M - BLDG - Station 31	2,592.67	0.00	2,592.67	100.0%
546330 · R&M - BLDG - Station 32	39,880.09	0.00	39,880.09	100.0%
546300 · REPAIR & MAINT BLDG - Other	4,303.56	89,300.00	-84,996.44	4.8%
Total 546300 · REPAIR & MAINT BLDG	58,455.40	89,300.00	-30,844.60	65.5%
546400 · REPAIR & MAINT GENERATORS				
546410 · R&M - GENERATORS - STN 30	0.00	0.00	0.00	0.0%
546430 · R&M - GENERATORS - STN 32	2,708.00			
Total 546400 · REPAIR & MAINT GENERATORS	2,708.00	0.00	2,708.00	100.0%
546500 · HVAC Maintenance				
546510 · R&M - HVAC - Station 30	2,928.00	0.00	2,928.00	100.0%
546520 · R&M - HVAC - Station 31	238.20	0.00	238.20	100.0%
546530 · R&M - HVAC - Station 32	8,890.34	0.00	8,890.34	100.0%
Total 546500 · HVAC Maintenance	12,056.54	0.00	12,056.54	100.0%
546600 · PEST CONTROL				
546610 · PEST CONTROL - Station 30	209.50	0.00	209.50	100.0%
546620 · PEST CONTROL - Station 31	39.00	0.00	39.00	100.0%
546630 · PEST CONTROL - Station 32	358.73	0.00	358.73	100.0%
546600 · PEST CONTROL - Other	2,274.26			
Total 546600 · PEST CONTROL	2,881.49	0.00	2,881.49	100.0%
546700 · LAWN CARE				
546710 · LAWN CARE - Station 30	5,050.00	0.00	5,050.00	100.0%
546720 · LAWN CARE - Station 31	1,300.00			
546730 · LAWN CARE - Station 32	3,500.00	0.00	3,500.00	100.0%
546700 · LAWN CARE - Other	0.00	0.00	0.00	0.0%
Total 546700 · LAWN CARE	9,850.00	0.00	9,850.00	100.0%
548100 · LEGAL ADVERTISING	154.25	3,000.00	-2,845.75	5.1%
548210 · PUBLIC EDUCATION	405.40	2,000.00	-1,594.60	20.3%
549200 · INTER-DEPARTMENTAL	0.00	0.00	0.00	0.0%
549300 · MISCELLANEOUS EXPENSE	8,046.70	5,000.00	3,046.70	160.9%
551000 · OFFICE SUPPLIES				
551100 · OFFICE SUPPLIES - GENERAL	1,760.47	0.00	1,760.47	100.0%
551000 · OFFICE SUPPLIES - Other	0.00	3,500.00	-3,500.00	0.0%
Total 551000 · OFFICE SUPPLIES	1,760.47	3,500.00	-1,739.53	50.3%
552100 · EMS SUPPLIES	7,064.82	20,000.00	-12,935.18	35.3%
552110 · F.F. RESCUE SUPPLIES	2,330.17	20,000.00	-17,669.83	11.7%
552120 · SUPPLIES - OPERATING	2,436.60	0.00	2,436.60	100.0%
552125 · PERSONAL PROTECTIVE EQUIPMENT	1,725.97	30,000.00	-28,274.03	5.8%
552130 · MINOR EQUIPMENT				
552131 · MINOR EQUIPMENT - OPS & ADMIN	0.00	25,000.00	-25,000.00	0.0%
552130 · MINOR EQUIPMENT - Other	12,699.00			
Total 552130 · MINOR EQUIPMENT	12,699.00	25,000.00	-12,301.00	50.8%
552140 · BUNKER GEAR SUPPLIES	350.30	0.00	350.30	100.0%
552150 · STATION (JANITORIAL) SUPPLIES				
552151 · JANITORIAL SUPPLIES - 30	0.00	0.00	0.00	0.0%
552153 · JANITORIAL SUPPLIES - 32	0.00	0.00	0.00	0.0%
552150 · STATION (JANITORIAL) SUPPLIES - Other	7,137.60	15,000.00	-7,862.40	47.6%
Total 552150 · STATION (JANITORIAL) SUPPLIES	7,137.60	15,000.00	-7,862.40	47.6%

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Accrual Basis

IFCD- IMPACT FUND

Profit & Loss Budget vs. Actual

October 2024 through April 2025

	Oct '24 - Apr 25	Budget	\$ Over Budget	% of Budget
Income				
324100 · IMPACT FEE REVENUE	515,531.71	1,000,000.00	-484,468.29	51.6%
361100 · IMPACT FEE INTEREST EARNED	71,398.32	120,000.00	-48,601.68	59.5%
Total Income	586,930.03	1,120,000.00	-533,069.97	52.4%
Gross Profit	586,930.03	1,120,000.00	-533,069.97	52.4%
Expense				
531320 · TAX COLLECTOR COMMISSIONS	5,146.38	10,000.00	-4,853.62	51.5%
564100 · FF/RESCUE & STATION EQUIPMENT				
564110 · FF/RESCUE EQUIP - OPS & ADMIN	0.00	0.00	0.00	0.0%
Total 564100 · FF/RESCUE & STATION EQUIPMENT	0.00	0.00	0.00	0.0%
564200 · COMM EQUIP - TOTAL				
564210 · COMM EQUIP - OPS & ADMIN	0.00	0.00	0.00	0.0%
Total 564200 · COMM EQUIP - TOTAL	0.00	0.00	0.00	0.0%
564400 · STATION EQUIPMENT				
564430 · STA. EQUIP - OPS/ADMIN - STA 32	2,919.64	0.00	2,919.64	100.0%
564400 · STATION EQUIPMENT - Other	0.00	50,000.00	-50,000.00	0.0%
Total 564400 · STATION EQUIPMENT	2,919.64	50,000.00	-47,080.36	5.8%
564500 · COMPUTER EQUIPMENT - TOTAL				
564510 · COMP EQUIP - OPS & ADMIN	0.00	0.00	0.00	0.0%
564500 · COMPUTER EQUIPMENT - TOTAL - Ot...	7,032.22			
Total 564500 · COMPUTER EQUIPMENT - TOTAL	7,032.22	0.00	7,032.22	100.0%
564600 · VEHICLES - TOTAL				
564650 · VEHICLES - STAFF - OPS & ADMIN	51,726.07	0.00	51,726.07	100.0%
564600 · VEHICLES - TOTAL - Other	1,650.00	125,000.00	-123,350.00	1.3%
Total 564600 · VEHICLES - TOTAL	53,376.07	125,000.00	-71,623.93	42.7%
565000 · BUILDING CONSTRUCTION - TOTAL				
565200 · BLDG CONSTRUCTION - Station 31	0.00	75,000.00	-75,000.00	0.0%
Total 565000 · BUILDING CONSTRUCTION - TOTAL	0.00	75,000.00	-75,000.00	0.0%
570000 · LOAN PRINCIPAL	313,370.76	536,381.00	-223,010.24	58.4%
571000 · LOAN INTEREST	108,030.06	176,962.00	-68,931.94	61.0%
Total Expense	489,875.13	973,343.00	-483,467.87	50.3%
Net Income	97,054.90	146,657.00	-49,602.10	66.2%

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Accrual Basis

IFCD- IMPACT FUND
Trial Balance
As of April 30, 2025

	Apr 30, 25	
	Debit	Credit
100 · Cash in Bank-FFI	3,209,533.56	
101000 · FL-FIT	170,873.91	
120000 · Due From Other Governments	0.00	
125000 · Due from General Fund	0.00	
20000 · Accounts Payable	0.00	
201000 · Retainage Payable	0.00	
21000 · Accrued Expenses	0.00	
223000 · Deferred Revenue		3,271,350.80
223100 · Deferred Revenue-Barron Collier		12,000.00
22421 · Due to General Fund	0.00	
224220 · Due To Other Governments	0.00	
31500 · Temp. Restricted Net Assets	0.00	
32000 · Unrestricted Net Assets		1.77
324100 · IMPACT FEE REVENUE		515,531.71
361100 · IMPACT FEE INTEREST EARNED		71,398.32
531320 · TAX COLLECTOR COMMISSIONS	5,146.38	
564430 · STA. EQUIP - OPS/ADMIN - STA 32	2,919.64	
564500 · COMPUTER EQUIPMENT - TOTAL	7,032.22	
564600 · VEHICLES - TOTAL	1,650.00	
564650 · VEHICLES - STAFF - OPS & ADMIN	51,726.07	
570000 · LOAN PRINCIPAL	313,370.76	
571000 · LOAN INTEREST	108,030.06	
TOTAL	3,870,282.60	3,870,282.60

9:05 AM

05/07/25

IFCD- IMPACT FUND
Reconciliation Summary
100 · Cash in Bank-FFI, Period Ending 04/30/2025

	<u>Apr 30, 25</u>
Beginning Balance	3,165,763.38
Cleared Transactions	
Checks and Payments - 5 items	-56,635.25
Deposits and Credits - 2 items	100,405.43
Total Cleared Transactions	<u>43,770.18</u>
Cleared Balance	<u><u>3,209,533.56</u></u> ✓
Register Balance as of 04/30/2025	3,209,533.56
New Transactions	
Checks and Payments - 1 item	<u>-11,637.00</u>
Total New Transactions	<u>-11,637.00</u>
Ending Balance	<u><u>3,197,896.56</u></u>

(5) 5/7/25

9:05 AM

05/07/25

IFCD- IMPACT FUND
Reconciliation Detail
100 - Cash in Bank-FFI, Period Ending 04/30/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,165,763.38
Cleared Transactions						
Checks and Payments - 5 items						
General Journal	04/01/2025			X	-7,140.08	-7,140.08
General Journal	04/07/2025			X	-2,713.31	-9,853.39
Bill Pmt -Check	04/17/2025	1777	First Bank	X	-38,388.34	-48,241.73
General Journal	04/17/2025			X	-7,558.15	-55,799.88
Bill Pmt -Check	04/17/2025	1776	Collier Co Board of ...	X	-835.37	-56,635.25
Total Checks and Payments					-56,635.25	-56,635.25
Deposits and Credits - 2 items						
Deposit	04/17/2025			X	91,237.81	91,237.81
Deposit	04/30/2025			X	9,167.62	100,405.43
Total Deposits and Credits					100,405.43	100,405.43
Total Cleared Transactions					43,770.18	43,770.18
Cleared Balance					43,770.18	3,209,533.56
Register Balance as of 04/30/2025					43,770.18	3,209,533.56
New Transactions						
Checks and Payments - 1 item						
General Journal	05/05/2025				-11,637.00	-11,637.00
Total Checks and Payments					-11,637.00	-11,637.00
Total New Transactions					-11,637.00	-11,637.00
Ending Balance					32,133.18	3,197,896.56

(JD)
5/7/25



18101 Von Karman Avenue
Suite 750
Irvine, CA 92612

ADDRESS SERVICE REQUESTED

Statement Ending 04/30/2025

Page 1 of 4

IMMOKALEE FIRE CONTROL DISTRICT
IMPACT FEE ACCOUNT
5368 USEPPA DR
AVE MARIA FL 34142-5051

Managing Your Accounts

	Toll-Free:	(888) 405-4332
	Online:	www.firstfoundationinc.com
	Mailing:	3560 Kraft Rd Naples, FL 34105

Summary of Accounts

Account Type	Account Number	Ending Balance
FL Public Funds Interest Checking	XXXXXXXXX8183	\$3,209,533.56

FL Public Funds Interest Checking - XXXXXXXXX8183

Account Summary

Date	Description	Amount	Interest Summary Description	Amount
04/01/2025	Beginning Balance	\$3,165,763.38	Annual Percentage Yield Earned	3.56%
	2 Credit(s) This Period	\$100,405.43	Interest Days	30
	5 Debit(s) This Period	\$56,635.25	Interest Earned	\$0.00
04/30/2025	Ending Balance	\$3,209,533.56	Interest Paid This Period	\$9,167.62
			Interest Paid Year-to-Date	\$36,836.45
			Earnings Balance	\$3,182,428.59

Deposits

Date	Description	Amount
04/17/2025	Remote Deposit	\$91,237.81 ✓
04/30/2025	Accr Earning Pymt Added to Account	\$9,167.62 ✓

Other Debits

Date	Description	Amount
04/01/2025	Internet W/D Trf Feb 25 Inspection Fees	\$7,140.08 ✓
04/07/2025	Internet W/D Trf Z Burr Tools Reimb to GF	\$2,713.31 ✓
04/17/2025	Internet W/D Trf Transfer to DDA 8175 - Inspection Fees and EMS	\$7,558.15 ✓

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount
1776	04/21/2025	\$835.37 ✓	1777	04/21/2025	\$38,388.34 ✓

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
04/01/2025	\$3,158,623.30	04/17/2025	\$3,239,589.65	04/30/2025	\$3,209,533.56
04/07/2025	\$3,155,909.99	04/21/2025	\$3,200,365.94		



[illegible]

DEPOSIT ACCOUNT INFORMATION

(Disregard if you have a Commercial Account)

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Please call or write us at the phone number or address on the front side of this statement as soon as you can if you think your statement or receipt is wrong or if you need more information about a transfer or receipt. We must hear from you no later than sixty (60) days after we sent the FIRST statement on which the problem or error appeared.

1. Tell us your name and account number.
2. Tell us the dollar amount of the suspected error.
3. Describe the error or the transfer you are unsure about and explain, as clearly as you can, why you believe it is an error or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you will have use of the money during the time it takes to complete our investigation.

LINE OF CREDIT INFORMATION

(Disregard if you do not have a Line of Credit)

HOW INTEREST CHARGES ARE COMPUTED

DAILY BALANCE METHOD (including current transactions).

To get the daily balances we take the beginning balance of your Credit Line Account each day, add any new advances and subtract any payments or credits and any unpaid INTEREST CHARGES. This gives us the daily balance. Then, we multiply the daily balance each day of the statement period (excluding the last statement date but including the current statement date) by the appropriate daily periodic rates. We then add up all of these daily interest charges to get your total interest charge. Daily periodic rates may vary.

IN CASE OF ERRORS OR INQUIRIES ABOUT YOUR BILL

If you think your bill is wrong, or if you need more information about a transaction on your bill, send your inquiry in writing, on a separate sheet, to the address shown on your statement as soon as possible. We must hear from you no later than 60 days after the bill was mailed to you. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information.

1. Your name and account number.
2. The dollar amount of the suspected error, and
3. A description of the error and why (to the extent you can explain) you believe it is an error. If you need more information, describe the item you are unsure about.

If you have authorized the Bank to automatically pay your bill from your checking or savings account, you can stop payment on any amount you think is wrong by mailing your notice so that the Bank receives it three (3) business days before the payment is scheduled to occur.

You remain obligated to pay the parts of your bill not in dispute, but you do not have to pay any amount in dispute during the time the Bank is resolving the dispute. During that same time, the Bank may not take action to collect disputed amounts or report disputed amounts as delinquent.

FL Public Funds Interest Checking - XXXXXXXXX8183 (continued)

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**Statement Ending 04/30/2025**

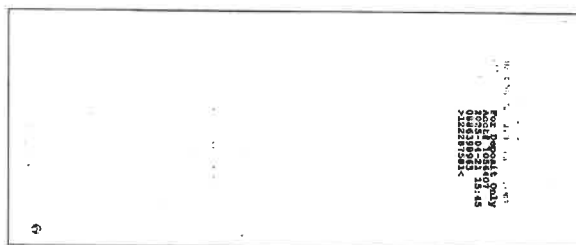
Page 4 of 4

Electronic Credit

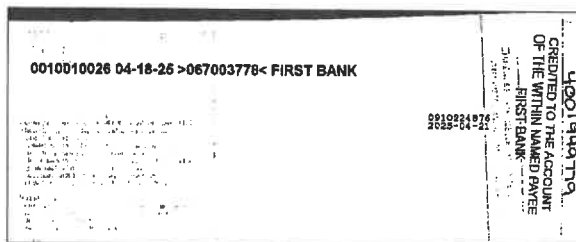
First Foundation BK 018A010521 Deposit Number: 469665577
Processing Date: 2025-04-17 Deposit Amount: \$ 91237.81
Customer Name: Imokalee Fire Control Di
Description: Board of County Commissioners
Online User ID: avalladares
Deposit made to: IMAPACT FAS 108183

For Deposit Only
Acct# 108183
2025-04-17 08:31
0886647512
>122287581<

#0000	04/17/2025	\$91,237.81
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#1776	04/21/2025	\$835.37
-------	------------	----------



#1777	04/21/2025	\$38,388.34
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Apr-25

<i>IMMOKALEE IMPACT FEES</i>	<i>#</i>	<i>COLLECTED</i>
Fire Impact Fee - Immokalee - Non Res	1	\$ 6,748.80
Fire Impact Fee - Immokalee - Res	33	\$ 90,988.24
<i>TOTALS</i>	34	\$ 97,737.04

Apr-25

<i>IMMOKALEE FIRE APPLICATION/REVIEWS</i>	<i>#</i>	<i>COLLECTED</i>
FIRE Application - Architectural	2	\$ 7,250.00
FIRE Application - Fee	10	\$ 1,500.00
<i>TOTALS</i>	12	\$ 8,750.00

Apr-25

IMMOKALEE FIRE REVIEWS	#	COLLECTED
Fire Code Review - Construction Plans	1	\$ 150.00
Fire Code Review - Insubstantial Change to Construction Plans	1	\$ 150.00
Fire Code Review - NAP	2	\$ 300.00
Fire Code Review - Site Development Insubstantial	3	\$ 450.00
Fire Code Review - Site Development Plan	1	\$ 150.00
Fire Code Review - Site Development Plan Amendment	1	\$ 200.00
Fire Code Review - SRA	1	\$ 850.00
Fire Code Review - Temporary Use	1	\$ 150.00
Fire Fourth Review Fee	2	\$ 2,529.00
FIRE Pre-Application Meeting	3	\$ 450.00
FIRE Review - Fire Alarms Dedicated	1	\$ 50.00
FIRE Review Fee - Alarms - Commercial	1	\$ 265.00
FIRE Review Fee - Sprinkler Systems	1	\$ 110.00
FIRE Review Minimum Fee	1	\$ 100.00
Fire Third Review Fee	4	\$ 1,808.94
TOTALS	24	\$ 7,712.94

Apr-25

<i>IMMOKALEE FIRE INSPECTION</i>	#	<i>COLLECTED</i>
FIRE Inspection - Cell Tower	1	\$ 150.00
FIRE Inspection - Commercial/Multi-Family	4	\$ 2,638.69
FIRE Inspection - Demolition	1	\$ 250.00
Fire Inspection - Fence	1	\$ 150.00
Fire Inspection - Fire Alarm - Dedicated Function	1	\$ 250.00
FIRE Inspection - Fire Alarm System Project - Modification	1	\$ 220.00
FIRE Inspection - Fire Alarm System Project - Replacement/Install	2	\$ 400.00
FIRE Inspection - Fire Sprinkler System Project	1	\$ 220.00
FIRE Inspection - Shutters and Similar items	1	\$ 150.00
FIRE Inspection Alarm - New Construction	1	\$ 898.75
FIRE Inspection Sprinklers - New Construction Per Tower	1	\$ 460.00
<i>TOTALS</i>	15	\$ 5,787.44



Immokalee Fire Control District

Regular Fire Commission Meeting

Thursday, May 22, 2025

II. Old Business

NONE



Immokalee Fire Control District

Regular Fire Commission Meeting

Thursday, May 22, 2025

III. New Business / Action Items

1.

Awards

And

Recognitions

None

2.

Adoption

Of

Mutual Aid

Agreement

between the

District and Hendry

County

3.
Approval
Of
Policies Created
By
Lexipol by
Adoption of
Resolution 2025-010

CONSENT AGENDA - MINOR CHANGES TO ADOPTED POLICIES			
May 22, 2025			
Policy Number Changes:			
Policy Name	Original Number	New Number	
Mission, Philosophy & Goals	None	100	
Firefighter Code of Ethics	None	105	
Fire Service Authority	100	101	
Oath of Office	102	104	
Policy Manual	103	102	
General Orders	202	204	
Disclosure of Fin. Interest	204	206	
Liability Claims	205	207	
Electronic Mail	206	203	
Administrative Communication	207	202	
Minimum Staff Levels	208	201	
Post Incident Analysis	209	208	
Annual Planning & Master Cal	210	205	
Solicitation of Funds	211	209	
Americans with Disabilities	215	213	
Auditor Selection Process	217	215	
Purchasing	218	216	
Bidding	219	217	
Cash Management	220	218	
Fund Balance and Reserve	221	219	
Fixed Asset and Accounting	222	220	
Investment Policy	223	221	
Credit Card Use Policy	224	222	
Travel & Per Diem	225	223	
Related to the Uniform Relocation Act	810	225	
Incident Management	300	302	
Emergency Response	301	303	
Fireground Accountability	302	305	
Rapid Intervention	303	306	
Urban Search & Rescue	304	316	
Tactical Withdrawal	305	307	
Response Time Standards	306	301	
Atmospheric Monitoring for Carbon Monoxide	308	310	
Staging	309	304	
High Rise Incident Mgmt	310	312	
Elevator Entrapments	311	313	
Elevator Restrictions During Emergencies	312	314	
Swiftwater Rescue & Flood Srch	313	317	
Confined Space Rescue Response	314	318	
Trench Rescue	316	319	
Carbon Monoxide Detector Activations	317	311	
Florida Safe Haven Law	318	324	
Hazardous Materials Response	319	315	
Child Abuse	322	325	
Performance of Duties	324	300	
Adult Abuse	325	326	
Traffic Accidents	326	327	

Line of Duty Death & Serious Injury Investigation	327	328	
National Fire Inc. Reporting	328	803	
Ride Along Program	330	331	
Fire Apparatus Driver/Operator Training	600	601	
CPR and Automated Ext. Defib	601	602	
Communicable Disease Training Pr	602	603	
HAZMAT Communication Program Training	604	605	
HAZMAT Training	605	606	
Hearing Conservation and Noise Control	606	607	
Heat Illness Prevention Training	607	608	
Health Ins. Portability & Account	608	609	
NIMS Training	609	610	
Respiratory Protection Trg.	611	612	
Training Records	613	802	
Use of District Owned and Personal Property	700	701	
Personal Communication Devices	701	705	
Vehicle and Apparatus Inspections, Testing, R&M	702	700	
Use of District Vehicles	703	702	
Information Technology Use	704	704	
Photography and Electronic Imagi	709	706	
Release of Records	801	804	
Subpoenas & Court Appearancew	802	805	
Patient Medical Record Security and Privacy	803	806	
Hazard Communication	916	917	
Personal Firearms	917	918	
Roadway Incident Safety	918	919	
Reporting for Duty	1009	1011	
Discriminatory Harassment	1012	1018	
Conduct and Behavior	1013	1015	
Critical Incident Stress Debriefing	1022	1027	
Workplace Violence	1023	1019	
Smoking and Tobacco Use	1025	1028	
Personal Appearance Standards	1027	1031	
Work Related Illness and Injury Reporting	1031	1035	
Temporary Modified Duty Assignments	1032	1036	
Release of HIPAA Protected Info.	1033	1037	
Military Leave	1040	1046	
Driver License Requirements	1041	1030	
Nepotism and Conflicting Relationships	1042	1017	
Member Speech, Expression & Social Networking	1043	1016	

Anti Retaliation	1044	1020	
Sick Leave	1045	1047	
Vacation Benefit	906	1062	
Recruitment and Selection	1046	1000	
Payroll and Timekeeping	1047	1048	
Personnel Reductions	1048	1049	
Sick Leave Benefit	1049	1050	
Holidays	1050	1051	
Bereavement	1051	1052	
Family & Medical Leave Act	1052	1043	
Personal Day	1053	1053	
Other Leaves of Absence	1054	1054	
Employee Insurancew Benefits	1055	1055	
Retirement	1056	1056	
Education Reimbursement	1057	1057	
Employment Status & Change	1058	1058	
Compensation	1059	1059	
Hours of Work and OT	1060	1061	
Other Policy Changes:			
Family & Medical Leave Act	1052	Deleted - Duplicate Policy	
Conduct & Behavior	1013	Deleted - Replaced with Employee Conduct & Work	



Immokalee Fire Control District

Regular Board Meeting

Thursday May 22, 2025

Meeting Date: May 22, 2025
Prepared By: Chief Financial Officer Becky Bronsdon
Date Prepared: May 8, 2025
Subject: Approval of Policies Created by Lexipol by Adoption of Resolution 2025-010

Objective:

Obtain Board approval of policies created by Lexipol by Adoption of Resolution 2025-010.

Background Information:

At the December 2020 Board Meeting, the Board engaged Lexipol to create and update comprehensive policies for the District. Staff has been working with Lexipol to review current policies and identify new policies needed in an ongoing process. Staff is now presenting to the Board the next group of completed policies for approval.

The following policies have been created by Lexipol and Board approval is requested:

1. Section 312 – Elevator Restrictions During Emergencies (Attachment 1)
2. Section 504 – Latex Sensitivity (Attachment 2)
3. Section 601 – CPR and Automated External Defibrillator Training (Attachment 3)
4. Section 602 – Communicable Disease Training Program (Attachment 4)
5. Section 608 – Health Insurance Portability and Accountability Act (HIPAA) Training (Attachment 5)
6. Section 609 – National Incident Management System (NIMS) Training (Attachment 6)
7. Section 611 – Respiratory Protection Training (Attachment 7)
8. Section 903 – Communicable Diseases (Attachment 8)
9. Section 908 – Respiratory Protection Program (Attachment 9)
10. Section 914 – Personal Protective Equipment (Attachment 10)
11. Section 916 – Hazard Communication (Attachment 11)
12. Section 1033 – Release of HIPAA-Protected Information

The Fire Chief and Deputy Chief have thoroughly reviewed these policies, and they have been reviewed by the Union as required.

Recommendation:

Staff recommends the Board adopt the above referenced policies by adoption of Resolution 2025-010 (Attachment 13).

Attachments:

Attachment 1: Section 312 – Elevator Restrictions During Emergencies

Attachment 2: Section 504 – Latex Sensitivity

Attachment 3: Section 601– CPR and External Defibrillator Training

Attachment 4: Section 602 – Communicable Disease Training Program

Attachment 5: Section 608 – Health Insurance Portability and Accountability Act (HIPAA) Training

Attachment 6: Section 609 – National Incident Management System (NIMS) Training

Attachment 7: Section 611 – Respiratory Protection Training

Attachment 8: Section 903 – Communicable Diseases

Attachment 9: Section 908 – Respiratory Protection Program

Attachment 10: Section 914 – Personal Protective Equipment

Attachment 11: Section 916 – Hazard Communication

Attachment 12: Section 1033 – Release of HIPAA-Protected Information

Attachment 13: Resolution 2025-010

Elevator Restrictions During Emergencies

312.1 PURPOSE AND SCOPE

This policy provides guidelines for elevator use during emergency incidents.

312.2 POLICY

Extreme caution shall be used when determining whether to use an elevator during a response to a fire emergency. Only elevators that have been determined to be uninvolved and equipped with fire service operation controls shall be used.

312.3 USE OF STAIRWELLS

The operation of elevators under fire conditions can be erratic and dangerous. Elevators are subject to serious malfunction from the effects of heat, smoke and water on drive machinery and/or control equipment.

At every emergency incident in a high-rise building, when there is a potential for elevators and/or firefighters to be exposed to the effects of heat, smoke, flame, chemicals, explosion or water (e.g., reported fires, fire alarms, smoke investigations), stairwells will be used to gain access to above-ground locations.

The initial fire attack/investigation teams shall use stairwells to reach the reported emergency location and make a visual assessment of actual conditions that might affect elevator use.

These teams shall advise the Incident Commander (IC) which stairwell is being used and shall describe the stairwell by identification number and the geographical location in the building. Information regarding the safety of elevators and the floor conditions of the reported fire floor and all preceding floors shall be relayed immediately to the IC, who shall make the final determination of whether the elevators are safe to use.

312.4 USE OF ELEVATORS

Most high-rise building incidents will only require an investigation. Elevators may be used by the initial investigation team only when building personnel, such as engineering or security employees, are on the reported fire floors and the following conditions are met:

- They have checked the floor where the report or alarm originated, as well as the floors immediately above and below that floor.
- They are in contact with lobby personnel via radio or phone.
- They are able to provide information that conditions are safe.

Latex Sensitivity

504.1 PURPOSE AND SCOPE

The purpose of this policy is to establish procedures to ensure that all district members are aware of the potential for severe allergic reactions caused by contact with products containing latex and how to mitigate patient exposure.

504.1.1 DEFINITIONS

Definitions related to this policy include:

Latex sensitivity - Allergic reactions after exposure to products containing latex/natural rubber (e.g., balloons, rubber gloves, other consumable medical products or medical devices).

504.2 POLICY

It is the policy of the Immokalee Fire Control District that members shall take precautions to minimize latex exposure any time members are advised that a patient is known to have a latex sensitivity. When the use of a latex product is unavoidable, reasonable precautions shall be taken to prevent a latex sensitivity reaction in a patient.

504.3 PROCEDURE

If treating members are aware that a patient has a history of latex sensitivity, efforts to minimize exposure should be initiated. If a patient begins exhibiting signs of latex sensitivity or anaphylaxis, members should immediately initiate medical treatment and make reasonable efforts to minimize additional exposure to latex products.

If time permits before loading the patient into the ambulance, the interior surfaces should be wiped down with a wet towel to reduce the presence of powder that contains latex proteins. All members wearing latex gloves should cover them with a pair of non-latex gloves. Latex gloves should not be removed as this can put dust or powder in the ambient environment for up to five hours. Members should provide a barrier between equipment and the patient by covering all latex-containing medical devices with stockinet or plastic wrap.

All nonessential equipment should be stored in closed compartments. Care should be taken to remove or replace latex-containing caps from medication vials and to keep intravenous (IV) ports covered to prevent injections. Latex dressings and IV tourniquets should not be used.

Treating members should notify the designated hospital receiving center that a latex-sensitive patient is en route to the facility, and should document the patient's sensitivity and patient management (e.g., Nitrile gloves, plastic wrap on blood pressure cuff) on the Pre-Hospital Care Report as appropriate. This information should also be communicated to the hospital staff immediately upon arrival.

Field units should strive to carry the following latex-free equipment:

- Nitrile exam gloves

Immokalee Fire Control District

Policy Manual

Latex Sensitivity

- Airway equipment (e.g., bag valve masks, oxygen masks, nasal cannulas, oral airways, suction catheters)
- Plastic or soft cloth tape
- Stockinet or plastic wrap to use as a barrier on medical equipment (e.g., blood pressure cuff, splints, stethoscopes)

Care should be taken to avoid storing uncovered latex gloves with other medical and/or airway equipment.

CPR and Automated External Defibrillator Training

601.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the training requirements for members to maintain the current and valid certificate that is required to perform CPR and to utilize an Automated External Defibrillator (AED) (Rule 64J-1.001, F.A.C.; Rule 64J-1.020, F.A.C.).

601.1.1 DEFINITIONS

Definitions related to this policy include:

Automated External Defibrillator (AED) - An external defibrillator capable of cardiac rhythm analysis and that will charge, with or without further operator action, and deliver a shock after electronically detecting and assessing ventricular fibrillation or rapid ventricular tachycardia.

Qualified instructor - An individual who is qualified by the Florida Department of Health (DOH) to teach AED/CPR.

601.2 POLICY

It is the policy of the Immokalee Fire Control District that all members whose duties include the use of an AED or the performance of CPR shall receive initial and recertification training to maintain the current and valid certificate that is required to utilize such equipment and/or skills. Initial training and recertification will consist of courses approved by the DOH, the U.S. Department of Transportation, American Red Cross (ARC) or American Heart Association (AHA) and will be provided by qualified instructors at the appropriate health care provider level.

601.3 REQUIREMENTS

CPR and AED training should include:

- Proper use, maintenance and periodic inspection of the AED.
- The importance of CPR, defibrillation, Advanced Life Support (ALS), adequate airway care and internal emergency response system, if applicable.
- Assessment of an unconscious patient to include evaluation of the airway, breathing and circulation to determine cardiac arrest.
- The administration of CPR, obstructed airway and other health care provider CPR curriculum skills.
- Information relating to AED safety precautions to enable the administration of a shock without jeopardizing the safety of the patient, rescuers or other nearby persons.
- Recognition that an electrical shock has been delivered to the patient and that the defibrillator is no longer charged.
- Rapid, accurate assessment of the patient's post-shock status.

CPR and Automated External Defibrillator Training

- The appropriate continuation of care following a successful defibrillation.

In order to be authorized to perform CPR and utilize the defibrillator, an individual shall pass a written and skills examination with a pre-established standard. The skills test measures the ability to evaluate and manage the conditions listed above.

All CPR and AED training provided by the District shall be approved and monitored by DOH, which shall also approve any written and skills examinations required for course completion. DOH shall approve AED instructors and designate public safety AED service providers.

601.4 TRAINING RECORDS

The Division Chief of Training shall be responsible for maintaining records of all CPR and AED training provided to members, in accordance with DOH regulations. Records should include, but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers and qualifications of the persons conducting the training.

The Division Chief of Training should maintain the training records in accordance with established records retention schedules.

Communicable Disease Training Program

602.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a training program to ensure members have the skills and knowledge to protect themselves against communicable diseases.

602.2 POLICY

It is the policy of the Immokalee Fire Control District to make members' health and safety a priority by providing initial and recurring communicable disease training.

602.3 TRAINING REQUIREMENTS

The Health and Safety Officer, working with the Division Chief of Training, shall be responsible for:

- (a) Developing and implementing a training program on the Communicable Diseases Policy and an exposure control plan.
- (b) Remaining current on all legal requirements concerning communicable disease training mandates and reasonable training goals.
- (c) Maintaining an up-to-date list of personnel requiring training.
- (d) Maintaining class rosters and quizzes and periodically reviewing and updating the training program.
- (e) Ensuring that the training mandates set forth in Florida law and rules of the Florida Department of Health are included in the training program and are met by all members (§ 401.2701, Fla. Stat.; Rule 64J-1.020, F.A.C.).

602.4 MEMBER TRAINING

Any member whose duties place him/her at risk for exposure to communicable disease shall receive district-provided, no-cost training during working hours.

602.5 TRAINING RECORDS

The Division Chief of Training shall be responsible for maintaining records of all communicable disease training provided to members. Records should include, but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.

The Division Chief of Training should maintain the training records in accordance with established records retention schedules.

Health Insurance Portability and Accountability Act (HIPAA) Training

608.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure all members receive proper training in recognizing and handling protected health information (PHI), as set forth in the Health Insurance Portability and Accountability Act (HIPAA), Florida law and its implementing regulations (42 USC § 201; 45 CFR 164.530; § 401.30, Fla. Stat.).

608.1.1 DEFINITIONS

Definitions related to this policy include (45 CFR 160.103):

Health information - Information, whether oral or recorded in any form or medium, that is created or received by a health care provider, health plan or employer and relates to a person's past, present or future physical or mental health or condition, or past, present or future payment for the provision of health care.

Individually identifiable health information - Health information, including demographic information, created or received by a covered entity or employer that relates to an individual's past, present or future physical or mental health or condition, the provision of health care to an individual, or the past, present or future payment for the provision of health care to an individual, that can either identify the individual or provide a reasonable basis to believe the information can be used to identify the individual.

Protected health information (PHI) - Individually identifiable health information that is created or received by a covered entity or employer. Information is protected whether it is in writing, in an electronic medium or communicated orally.

608.2 POLICY

It is the policy of the Immokalee Fire Control District to provide HIPAA privacy training to all members as necessary and appropriate for their duties, and to apply appropriate sanctions against members who violate the privacy policies and procedures (45 CFR 164.530(b); 45 CFR 164.530(e)).

It is also the policy of the District that no member shall be retaliated or discriminated against for filing a complaint about violations of HIPAA regulations (45 CFR 164.530(g)).

608.3 TRAINING REQUIREMENTS

To ensure confidentiality and compliance with the HIPAA regulations, the District shall provide training to all members likely to have access to PHI. The training shall be completed for all newly hired members prior to being allowed access to PHI. Training for all current members shall also occur any time material changes are made to the district's privacy policies and procedures.

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Health Insurance Portability and Accountability Act (HIPAA) Training

The Division Chief of Training shall be responsible for establishing a periodic schedule for retraining and a method of ensuring that all members acknowledge receipt of all HIPAA training (45 CFR 164.530(b)).

Training should include a review of the:

- (a) District's statutory obligations imposed by HIPAA.
- (b) Patient Medical Record Security and Privacy Policy, including a thorough treatment of the security procedures the District uses to protect written and electronic health information.
- (c) Methods and procedures to be used during the collection of PHI.
- (d) HIPAA-imposed statutory limitations on the dissemination of PHI to the family members of patients.
- (e) Proper procedures when responding to media requests for information regarding incidents at which the District provided medical services.
- (f) Procedures for the secure destruction of written instruments containing PHI, including handwritten field notes, Pre-Hospital Care Reports or other documents containing PHI.
- (g) Approved method for transferring PHI to receiving hospitals or other receiving medical facilities.
- (h) Photography and Electronic Imaging Policy as it pertains to PHI.
- (i) District's procedures for protecting employee health information.

608.4 TRAINING RECORDS

The Training Division shall be responsible for maintaining the records of all HIPAA-related training for all members for six years (45 CFR 164.530(j)).

National Incident Management System (NIMS) Training

609.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the training requirements for members to successfully operate under the Incident Command System (ICS) and the National Incident Management System (NIMS) and to be in concert with the Florida Field Operations Guide developed by the Florida Division of Emergency Management.

609.2 POLICY

It is the policy of the Immokalee Fire Control District to utilize NIMS/ICS in order to effectively manage personnel and resources when responding to a wide range of emergency incidents. All Immokalee Fire Control District members whose job duties may include a role in emergency management or incident response shall be appropriately trained to the NIMS standards to improve all-hazards capabilities nationwide.

609.3 PROCEDURE

All district personnel with job duties that include a direct role in emergency management or incident response must complete the Federal Emergency Management Agency (FEMA) NIMS IS-700 course.

Additional training is available on an as-needed basis, depending on the regional role of the District or the role of a member within the District as follows:

- (a) Entry Level:
 - 1. FEMA IS-700: NIMS, An Introduction
 - 2. ICS-100: Introduction to ICS or equivalent
- (b) First Line, Single Resource, Field Supervisors:
 - 1. IS-700, ICS-100, and ICS-200: Basic ICS or its equivalent
- (c) Middle Management: Strike Team Leaders, Division Supervisors, Emergency Operations Center (EOC) Staff:
 - 1. IS-700, IS-800: National Response Framework, an Introduction; ICS-100, ICS-200, and ICS-300: Intermediate ICS for Expanding Incidents
- (d) Command and General Staff; Area, Emergency, and EOC Managers:
 - 1. IS-700, IS-800, ICS-100, ICS-200, ICS-300, and ICS-400: Advanced ICS

Refresher training will be offered on a regular basis to ensure that NIMS/ICS knowledge and skills are maintained, especially for personnel who are not regularly involved in complex multijurisdictional incidents nationwide (i.e., incidents that require responders to hold credentials under the National Emergency Responder Credentialing System).

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National Incident Management System (NIMS) Training

609.4 TRAINING RECORDS

The Division Chief of Training shall be responsible for maintaining records of all NIMS training provided to members. Records should include but are not limited to:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers, and qualifications of persons conducting the training.

The Division Chief of Training should maintain the training records in accordance with established records retention schedules.

Respiratory Protection Training

611.1 PURPOSE AND SCOPE

The purpose of this policy is to protect the health of members through appropriate training on the use of respirators to avoid breathing air that is contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays and vapors.

This policy identifies which members must receive respiratory protection training, the minimum training curriculum and the requirements for recurrent training (29 CFR 1910.134; § 633.508, Fla. Stat.; Rule 69A-62.001, F.A.C.).

611.1.1 DEFINITIONS

Definitions related to this policy include:

Respirator or respiratory protection - Personal protective equipment (PPE) designed to protect the wearer from airborne contaminants, oxygen deficiency or both.

611.2 POLICY

It is the policy of the Immokalee Fire Control District to protect the health of members by providing respiratory protection training.

611.3 TRAINING REQUIREMENTS

611.3.1 IDENTIFICATION OF MEMBERS TO BE TRAINED

The District shall provide effective respiratory protection training to all members who are required or expected to utilize respirators.

Members shall be trained, based on their duties, if they:

- (a) Use respirators
- (b) Supervise respirator users
- (c) Issue, repair or adjust respirators

611.3.2 MANNER OF TRAINING

The District will present effective training using qualified instructors. Training may be provided using audiovisuals, slide presentations, formal classroom discussion, informal discussions during safety meetings, training programs conducted by outside sources or a combination of these methods.

Instructors should be available to provide responses to questions, evaluate the participants' understanding of the material and provide other instructional interaction.

Respirators used in training shall be cleaned and disinfected after each use (29 CFR 1910.134; § 633.508, Fla. Stat.; Rule 69A-62.001, F.A.C.).

Respiratory Protection Training

611.3.3 FREQUENCY OF TRAINING

The District will provide respiratory protection training:

- (a) Initially, before work site respirator use begins.
- (b) Periodically but within 12 months of the previous training.
- (c) Additionally, when the following occurs:
 - 1. The member has not retained knowledge or skills.
 - 2. Changes in the work site or type of respirator make previous training incomplete or obsolete.

After completing initial training, each member shall practice, at least quarterly, for each type and manufacturer of respiratory equipment that is available for use, the step-by-step procedure for donning the respirator and checking it for proper function.

611.3.4 CONTENTS OF TRAINING

Members shall receive training for each type and manufacturer of respiratory equipment that is available for their use, including the step-by-step procedure for donning the respirator and checking it for proper function. Required training shall include:

- (a) Recognizing hazards that may be encountered.
- (b) Understanding the components of the respirator.
- (c) Understanding the safety features and limitations of the respirator.
- (d) Donning and doffing the respirator.

Members shall be thoroughly trained in accordance with the manufacturer's instructions on emergency procedures, such as the use of the regulator bypass valve, corrective action to take for facepiece and breathing tube damage, and breathing directly from the regulator (where applicable).

611.3.5 SUCCESSFUL COMPLETION

In order to successfully complete training, members must be able to demonstrate the following knowledge and skills, as required by their duties:

- (a) Why the respirator is necessary, including identifying respiratory hazards, such as hazardous chemicals, the extent of the members' exposure and potential health effects and symptoms.
- (b) The respirator's capabilities and limitations, including how the respirator provides protection and why air-purifying respirators cannot be used in oxygen-deficient conditions.
- (c) How improper fit, use or maintenance can compromise the respirator's effectiveness and reliability.
- (d) How to properly inspect, put on, seal check, use and remove the respirator.
- (e) How to clean, disinfect, repair and store the respirator.

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- (f) How to use the respirator effectively in emergency situations, including what to do when a respirator fails and where emergency respirators are stored.
- (g) Medical signs and symptoms that may limit or prevent the effective use of respirators.
- (h) The district's general obligations under 29 CFR 1910.134 as adopted by the Division of State Fire Marshal (§ 633.508, Fla. Stat.; Rule 69A-62.001, F.A.C.).

611.4 TRAINING RECORDS

The Division Chief of Training shall be responsible for maintaining records of all respiratory protection training that is provided to members. At a minimum, the District should document:

- (a) The dates of the training sessions.
- (b) A list of the topics or a summary of the content of the training sessions.
- (c) The names or other identifiers and job titles of the members who received the training.
- (d) The names, certificate numbers and qualifications of persons conducting the training.
- (e) Documentation of each member's demonstrated performance in meeting the standards detailed in this policy.

The Division Chief of Training should maintain the training records in accordance with established records retention schedules.

Communicable Diseases

903.1 PURPOSE AND SCOPE

This policy provides general guidelines to assist in minimizing the risk of district members contracting and/or spreading communicable diseases.

903.1.1 DEFINITIONS

Definitions related to this policy include:

Communicable disease - A human disease caused by microorganisms that are present in and transmissible through human blood, bodily fluid, tissue, or by breathing or coughing. These diseases commonly include, but are not limited to, hepatitis B virus (HBV), HIV and tuberculosis.

Exposure - When an eye, mouth, mucous membrane or non-intact skin comes into contact with blood or other potentially infectious materials, or when these substances are injected or infused under the skin; when an individual is exposed to a person who has a disease that can be passed through the air by talking, sneezing or coughing (e.g., tuberculosis), or the individual is in an area that was occupied by such a person. Exposure only includes those instances that occur due to a member's position at the Immokalee Fire Control District (see the exposure control plan for further details to assist in identifying whether an exposure has occurred).

903.2 POLICY

The Immokalee Fire Control District is committed to providing a safe work environment for its members. Members should be aware that they are ultimately responsible for their own health and safety.

903.3 EXPOSURE CONTROL OFFICER

The Health and Safety Officer shall serve as the district's Exposure Control Officer (ECO). The ECO shall develop an exposure control plan that includes:

- (a) Exposure-prevention and decontamination procedures.
- (b) Procedures for when and how to obtain medical attention in the event of an exposure or suspected exposure.
- (c) The provision that district members will have no-cost access to the appropriate personal protective equipment (PPE) (e.g., gloves, face masks, eye protection, pocket masks) for each member's position and risk of exposure.
- (d) Compliance with all relevant laws or regulations related to communicable diseases, including:
 1. Responding to requests and notifications regarding exposures covered under the Ryan White law (42 USC § 300ff-133; 42 USC § 300ff-136).

Communicable Diseases

The ECO should also act as the liaison with the Division of State Fire Marshal (DSFM) and the Bureau of Fire Standards and Training (BFST) and its Safety and Health Section, and may request voluntary compliance inspections.

The ECO should periodically, at a minimum annually, review and update the exposure control plan and review implementation of the plan.

903.4 EXPOSURE PREVENTION AND MITIGATION

903.4.1 GENERAL PRECAUTIONS

All members are expected to use good judgment and follow training and procedures related to mitigating the risks associated with communicable disease. This includes, but is not limited to:

- (a) Stocking disposable gloves, antiseptic hand cleanser, CPR masks or other specialized equipment in the work area or district vehicle, as applicable.
- (b) Wearing district-approved disposable gloves when contact with blood, other potentially infectious materials, mucous membranes and non-intact skin can be reasonably anticipated.
- (c) Washing hands immediately or as soon as feasible after removal of gloves or other PPE.
- (d) Treating all human blood and bodily fluids/tissue as if it is known to be infectious for a communicable disease.
- (e) Using an appropriate barrier device when providing CPR.
- (f) Using a face mask or shield if it is reasonable to anticipate an exposure to an airborne transmissible disease.
- (g) Decontaminating non-disposable equipment, apparatus and facilities (e.g., clean rooms, rescues/ambulances, medical and protective equipment) as soon as possible if the equipment is a potential source of exposure (Rule 69A-62.024, F.A.C.).
 - 1. Clothing that has been contaminated by blood or other potentially infectious materials shall be removed immediately or as soon as feasible and stored/decontaminated appropriately.
- (h) Handling all sharps and items that cut or puncture (e.g., needles, broken glass, razors, knives) cautiously and using puncture-resistant containers for their storage and/or transportation.
- (i) Avoiding eating, drinking, smoking, applying cosmetics or lip balm, or handling contact lenses where there is a reasonable likelihood of exposure.
- (j) Disposing of biohazardous waste appropriately or labeling biohazardous material properly when it is stored.

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903.4.2 IMMUNIZATIONS

Members who could be exposed to HBV due to their positions may receive the HBV vaccine and any routine booster at no cost.

903.5 POST-EXPOSURE

903.5.1 INITIAL POST-EXPOSURE STEPS

Members who experience an exposure or suspected exposure shall:

- (a) Begin decontamination procedures immediately (e.g., wash hands and any other skin with soap and water, flush mucous membranes with water).
- (b) Obtain medical attention as appropriate.
- (c) Notify a supervisor as soon as practicable.

903.5.2 REPORTING REQUIREMENTS

The supervisor on-duty shall investigate every exposure that occurs as soon as possible following the incident. The supervisor shall ensure the following information is documented:

- (a) Name of the members exposed
- (b) Date, incident number, and time of the incident
- (c) Location of the incident
- (d) Potentially infectious materials involved and the source of exposure (e.g., identification of the person who may have been the source)
- (e) Work being done during exposure
- (f) How the incident occurred or was caused
- (g) PPE in use at the time of the incident
- (h) Actions taken post-event (e.g., clean-up, notifications)

The supervisor shall advise the member that disclosing the identity and/or infectious status of a source to the public or to anyone who is not involved in the follow-up process is prohibited. The supervisor should complete the incident documentation in conjunction with other reporting requirements that may apply (see the Work-Related Illness and Injury Reporting and Illness and Injury Prevention Program policies).

903.5.3 MEDICAL CONSULTATION, EVALUATION AND TREATMENT

District members shall have the opportunity to have a confidential medical evaluation immediately after an exposure and follow-up evaluations as necessary.

The ECO should request a written opinion/evaluation from the treating medical professional that contains only the following information:

- (a) Whether the member has been informed of the results of the evaluation.

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- (b) Whether the member has been notified of any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment.

No other information should be requested or accepted by the ECO.

903.5.4 COUNSELING

The District shall provide the member, and his/her family if necessary, the opportunity for counseling and consultation regarding the exposure.

903.5.5 SOURCE TESTING

Testing a person for communicable diseases when that person was the source of an exposure should be done when it is desired by the exposed member or when it is otherwise appropriate. Source testing is the responsibility of the ECO. If the ECO is unavailable to seek timely testing of the source, it is the responsibility of the exposed member's supervisor to ensure testing is sought.

Source testing may be achieved by:

- (a) Obtaining consent from the individual.
- (b) HIV testing under § 381.004, Fla. Stat.
- (c) Screening for sexually transmissible diseases under § 384.287, Fla. Stat.

Since there is the potential for overlap between the different manners in which source testing may occur, the ECO is responsible for coordinating the testing to prevent unnecessary or duplicate testing.

The ECO should seek the consent of the individual for testing and consult the District Attorney to discuss other options when no statute exists for compelling the source of an exposure to undergo testing if he/she refuses.

903.6 CONFIDENTIALITY OF REPORTS

Medical information shall remain in confidential files and shall not be disclosed to anyone without the member's written consent (except as required by law). Test results from persons who may have been the source of an exposure are to be kept confidential as well.

Respiratory Protection Program

908.1 PURPOSE AND SCOPE

The purpose of this policy is to identify the different types of respiratory protection equipment provided by the District, the requirements and guidelines for the use of respirators, and other mandates associated with their use.

This policy applies to all members whose job duties could require them to use respiratory protection, due to exposure to atmospheres where there is smoke, low levels of oxygen, high levels of carbon monoxide, or the presence of toxic gases or other respiratory hazards (29 CFR 1910.134; § 633.508, Fla. Stat.; Rule 69A-62.001, F.A.C.).

908.1.1 DEFINITIONS

Definitions related to this policy include:

Immediately dangerous to life or health (IDLH) - Any atmosphere that poses an immediate threat to life, would cause irreversible adverse health effects, or would impair an individual's ability to escape from a dangerous atmosphere. Interior atmospheric conditions at structure fires beyond the incipient stage are considered IDLH, as are a variety of rescue types.

Respiratory protection - Any device that is worn by the user to reduce or eliminate exposure to harmful contaminants through the inhalation of those contaminants.

908.2 POLICY

It is the policy of the Immokalee Fire Control District to require members to use the proper level of respiratory protection, as described below, when working in hazardous conditions. The level of protection may be increased or decreased by a Lieutenant or Incident Commander (IC) based on an evaluation of the hazard. Members shall not be required or allowed to enter or work in hazardous conditions without proper respiratory protection and shall be trained in the proper use and care of the devices.

908.3 RESPIRATORY PROTECTION PROGRAM ADMINISTRATOR

The Fire Chief will designate a program administrator with sufficient training or experience to oversee the objectives of this policy and ensure that the District meets any legal mandates related to respiratory protection.

The administrator shall:

- (a) Maintain, implement, and administer a written respiratory protection program.
- (b) Ensure the written respiratory protection program and related procedures are followed and appropriate.
- (c) Ensure the procedures and written respiratory protection program address relevant mandates.
- (d) Ensure selected respirators continue to effectively protect members.

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- (e) Have supervisors periodically monitor member respirator use to make sure members are using them properly.
- (f) Regularly ask members who are required to use respirators for their input on program effectiveness and whether they have problems with the following:
 - 1. Respirator fit during use
 - 2. Any effects of respirator use on work performance
 - 3. Respirators being appropriate for the hazards encountered
 - 4. Proper use under current work site conditions
 - 5. Proper maintenance
- (g) Ensure the District covers the costs associated with respirators, medical evaluations, fit testing, training, maintenance, travel, and wages, as applicable.
- (h) Provide direction for respirator selection.
- (i) Require medical evaluations for members who use respiratory protection as set forth in 29 CFR 1910.134.

908.4 USE OF RESPIRATORY PROTECTION

Members exposed to harmful environments in the course of their assigned activities shall use respiratory protection devices.

Members using respiratory protection shall ensure that they have no facial hair between the sealing surface of the facepiece and the face that could interfere with the seal or the valve function. Members also shall ensure that they have no other condition that will interfere with the face-to-facepiece seal or the valve function.

Members shall not wear corrective glasses, goggles, or other personal protective equipment (PPE) that interferes with the seal of the facepiece to the face, or that has not been previously tested for use with that respiratory equipment.

For all tight-fitting respirators, members shall perform a user seal check each time they put on the respirators, using the procedures in 29 CFR 1910.134, App. B-1 or other district-approved procedures recommended by the respirator manufacturer.

Lieutenants shall monitor members using respiratory protection and their degree of exposure or stress. When there is a change in work area conditions or when a member's degree of exposure or stress may affect respirator effectiveness, the Lieutenant shall reevaluate the continued effectiveness of the respirator and shall direct the member to leave the respirator use area when:

- (a) It is necessary for the member to wash their face and the respirator facepiece to prevent eye or skin irritation associated with respirator use.
- (b) The member detects vapor or gas breakthrough, or when there is a change in breathing resistance or leakage of the facepiece.
- (c) The member needs to replace the respirator or the filter, cartridge, or canister.

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Members who detect vapor or gas breakthrough, changes in breathing resistance, or leakage of the facepiece shall replace or repair the respirator before returning to the work area.

908.4.1 USE OF SELF-CONTAINED BREATHING APPARATUS

Self-contained breathing apparatus (SCBA) are atmosphere-supplying respirators for which the breathing air source is designed to be carried by the user.

Members shall use SCBA when entering an atmosphere that may be IDLH. These situations may include but are not limited to:

- (a) Entering an area that may be oxygen deficient such as confined spaces, trenches, unventilated structures, or septic tanks.
- (b) Engaging in any firefighting operations, with the possible exception of a vegetation fire.
- (c) Entering the hot zone of a hazardous materials incident.
- (d) Entering any area where contaminant levels may become unsafe without warning, or any situation where exposures cannot be identified or reasonably estimated.
- (e) Any time use is specified by the [Captain] or IC.

Facepieces should be donned and regulators attached before entering any smoke-filled area or IDLH environment. Use of SCBA shall not cease until approved by the IC.

908.4.2 USE OF FULL-FACE RESPIRATORS

Full-face respirators are respirators that fit over the full face to protect the face and eyes from contaminants at the same time they filter air.

Lieutenants or the IC may allow the use of full-face respirators in situations where, due to the duration of the incident and level of exposure, the use of SCBA is not necessary or practical. These situations may include but are not limited to:

- (a) Hazardous materials incidents where members are not working in the hot zone.
- (b) Incidents involving weapons of mass destruction where members are outside of the hot zone and not directly exposed to any known hazard.
- (c) Certain emergency medical responses where additional protection is warranted.

Full-face respirators shall not be used when there is a potential for an oxygen-deficient atmosphere.

908.4.3 USE OF CARTRIDGE RESPIRATORS

Cartridge respirators are a type of air-purifying respirator. They may be fitted with mechanical pre-filters or combination cartridge/filter assemblies for use in areas where gases, vapors, dusts, fumes, or mists are present. The correct cartridge must be selected prior to use.

A Lieutenant or IC may specify the use of cartridge respirators in situations where the use of an SCBA or a full-face respirator is not necessary. These incidents may include vegetation fires, exposure to a patient with a communicable disease, and certain other incidents. Cartridge

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respirators shall not be used if there is a potential for an oxygen-deficient atmosphere or a risk of exposure to the member's face or eyes.

Cartridge respirator filters shall be replaced whenever:

- The wearer begins to smell, taste, or be irritated by a contaminant.
- The wearer begins to experience difficulty breathing due to filter loading.
- The cartridges or filters become wet.
- The expiration date on the cartridges or canisters has been reached.

908.4.4 USE OF N95 MEDICAL MASKS

N95 medical masks are a class of disposable respirators that are approved by the Food and Drug Administration and the National Institute for Occupational Safety and Health (NIOSH) as suitable for use where fluid resistance is a priority. The masks protect against particulate contaminants that are 0.3 microns or larger, and meet the Centers for Disease Control and Prevention guidelines for the prevention of tuberculosis exposure. Misuse of the N95 respirators may result in serious injury or death. N95 masks should only be used to protect the wearer from particulate contaminants and are not suitable in an oxygen-deficient atmosphere or where an unsafe level of carbon monoxide exists.

908.4.5 TRAINING

Members should not use respirators unless they have completed the mandatory training requirements for the selected device (see the Respiratory Protection Training Policy).

908.5 EQUIPMENT ACQUISITION AND SPECIFICATIONS

908.5.1 SCBA REQUIREMENTS

Immokalee Fire Control District's SCBA shall meet the standards found in the most current National Fire Protection Association (NFPA) publication and approved for use by NIOSH.

The Immokalee Fire Control District shall use only the respirator manufacturer's NIOSH-approved breathing-gas containers, marked and maintained in accordance with the quality assurance provisions of the NIOSH approval for the SCBA as issued in accordance with the NIOSH respirator certification standard at 42 CFR 84.1 et seq.

908.5.2 COMPRESSED BREATHING AIR

Compressed breathing air used in SCBA should meet at least the requirements for Grade D breathing air as described in the American National Standards Institute Compressed Gas Association Commodity Specification for Air (G-7.1-2018).

908.6 RESPIRATOR FIT TESTING

Fit tests are used to qualitatively or quantitatively evaluate the fit of a respirator on an individual. Each new member shall be fit tested before being permitted to use SCBA in a hazardous

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atmosphere. Fit tests may only be administered by persons determined to be qualified by the program administrator.

After initial testing, fit testing shall be repeated:

- (a) At least once every 12 months.
- (b) Whenever there are changes in the type of SCBA or facepiece used.
- (c) Whenever there are significant physical changes in the user (e.g., obvious change in body weight, scarring of the face seal area, dental changes, cosmetic surgery, any other condition that may affect the fit of the facepiece seal).

908.6.1 RESPIRATOR FIT TESTING PROCEDURES

Fit testing is to be done only in a negative-pressure mode. If the facepiece is modified for fit testing, the modification shall not affect the normal fit of the device. Such modified devices shall only be used for fit testing and not for field use.

908.6.2 FIT TESTING RECORDS

The Division Chief of Training shall be responsible for maintaining records of all fit testing.

Current fit test records shall be retained as required by the District records retention schedule, but in all cases at least until the next fit test is administered. Fit test records shall include:

- (a) Name of person tested.
- (b) Test date.
- (c) Type of fit test performed.
- (d) Description (e.g., type, manufacturer, model, style, size) of the respirator tested.
- (e) Results of fit tests (e.g., quantitative fit tests should include the overall fit factor and a printout or other recording of the test).
- (f) The written guidelines for the respirator fit testing program, including pass/fail criteria.
- (g) Instrumentation or equipment used for the test.
- (h) Name or identification of test operator.

908.7 RESPIRATOR MEDICAL EVALUATION QUESTIONNAIRE

All members who are required to use respiratory protection must complete a medical evaluation questionnaire upon initial fit testing and annually thereafter and if any of the following conditions arise between annual tests:

- (a) A member reports medical signs or symptoms that are related to the ability to use a respirator.
- (b) A Physician or Licensed Health Care Professional (PLHCP), a supervisor, or the respirator program administrator informs the employer that an employee needs to be re-evaluated.

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- (c) Information from the respiratory protection program indicates a need for an employee re-evaluation; this includes observations made during fit testing and program evaluation.
- (d) A change occurs in workplace conditions (e.g., physical work effort, protective clothing, temperature) that may result in a substantial increase in the physiological burden placed on an employee.

The questionnaires will be reviewed by a PLHCP selected by the District to determine which, if any, members need to complete physical examinations.

The Division Chief of Training shall be responsible for maintaining records of all respirator medical evaluation questionnaires and any subsequent physical examination results.

908.8 SCBA INSPECTION, MAINTENANCE, AND STORAGE

Prior to each shift, members are required to physically inspect and operate all SCBA and respirators that are on frontline fire apparatus. If the equipment is not in daily use, it should be inspected at least once a week and after each cleaning. Inspection should include but is not limited to:

- (a) All alarm devices on the SCBA should be tested for proper operation.
- (b) Any SCBA or respirator that is not operating properly or is below district standard air volume shall be taken out of service immediately until the problem is remedied.
- (c) Rubber facepiece:
 - 1. Excessive dirt
 - 2. Cracks, tears, holes
 - 3. Distortion from improper storage
 - 4. Cracked, loose, or scratched lenses (full facepiece)
 - 5. Broken or missing mounting clips
- (d) Head straps:
 - 1. Breaks or tears
 - 2. Loss of elasticity
 - 3. Broken or malfunctioning buckles or attachments
 - 4. Excessively worn serrations of the head harness which might allow the facepiece to slip
- (e) Inhalation and exhalation valves:
 - 1. Detergent residue, dust particles, or dirt on the valve seal
 - 2. Cracks, tears, or distortion in the valve material or valve seal
 - 3. Missing or defective valve covers
- (f) Filter elements:

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1. Proper filter for the hazard
2. Approved designation (NIOSH)
3. Missing or worn gaskets
4. Worn thread
5. Cracks or dents in filter housing

908.8.1 MAINTENANCE, INSPECTION, AND ANNUAL SERVICE

Members should thoroughly clean and sanitize all SCBA and respirators after each use.

Respirators should be cleaned and sanitized according to manufacturer recommendations.

All partially empty bottles should be replaced with full bottles. Members should perform the inspections noted above before placing an SCBA or respirator back in service.

Every SCBA shall be inspected monthly by the District and serviced on an annual basis by individuals who have been trained and certified by the SCBA manufacturer to perform such annual servicing. SCBA bottles shall be hydrostatically tested pursuant to applicable federal regulations, state standards, and manufacturer recommendations.

All maintenance and inspection mandates of 29 CFR 1910.134 shall apply.

908.8.2 STORAGE

Respirators in storage shall be protected against:

- Dust.
- Sunlight.
- Heat.
- Extreme cold.
- Excessive moisture.
- Damaging chemicals.

Freshly cleaned respirators can be stored in reusable plastic bags or in a storage cabinet. Care must be taken so that distortion of the rubber or elastic parts does not occur. Respirators shall not be stored in lockers or vehicles unless the respirators are stored in individual containers and are protected from damage.

All filters, cartridges, and canisters shall be properly labeled and color-coded with NIOSH approval labels. Labels shall not be removed and must remain legible.

908.8.3 FLOW TESTING

The District shall conduct annual flow testing on all SCBA. A flow test, also known as a performance test, ensures that the SCBA is performing to the manufacturer's specifications. Unlike basic inspections and functional testing, flow testing requires specialized equipment. The District

Respiratory Protection Program

shall use NFPA standards or the SCBA manufacturer's requirements for flow testing, whichever is more stringent.

Exposing SCBA to extreme temperatures, water, or chemicals can degrade SCBA performance. If an SCBA is exposed to any type of corrosive material that could lead to a component failure, it should be sent to a certified SCBA technician for testing. If a member suspects that an SCBA has been compromised or damaged, a flow test should be conducted to ensure that it is in good working order.

All annual flow testing must be performed by a certified SCBA technician.

908.9 EXPOSURES

Any member who is exposed to a hazardous atmosphere should immediately leave the room or area and move to an area containing fresh, uncontaminated air. Physical symptoms of hazardous atmosphere exposure may include but are not limited to:

- (a) Difficulty breathing.
- (b) Dizziness, headache, or other distress symptoms.
- (c) A sense of irritation.
- (d) A smell or taste of contaminants.

If a member feels ill or impaired in any way, a supervisor should be notified and emergency medical personnel summoned if not already available on-scene. Any time there is a doubt about the need for medical care, medical care shall be obtained. Any injury or exposure must be documented on an injury reporting form. Under most circumstances, the exposed member should not drive a vehicle.

An attempt should be made to identify the exposure agent by questioning the facility representative or by reviewing the hazardous materials inventory. A supervisor should attempt to make this determination. If possible, a Safety Data Sheet for the exposure agent should be obtained.

Personal Protective Equipment

914.1 PURPOSE AND SCOPE

The purpose of this policy is to reasonably protect Immokalee Fire Control District members by providing and maintaining, at no cost to the member, personal protective equipment (PPE), safety devices and safeguards for workplace activities (§ 633.520, Fla. Stat.; Rule 69A-37.0527, F.A.C.).

PPE information related to patient care is found in the Communicable Diseases Policy.

914.2 POLICY

It is the policy of the Immokalee Fire Control District to provide PPE and safeguards meeting the requirements of the current edition of National Fire Protection Association (NFPA) Standard 1971, Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting, and of the proper type, design, strength and quality needed to reasonably eliminate, preclude or mitigate a hazard (§ 633.520, Fla. Stat.; Rule 69A-37.0527, F.A.C.).

The Immokalee Fire Control District shall also establish a written maintenance, repair, servicing and inspection program for protective clothing and equipment to reduce the safety and health risks associated with improper selection, poor maintenance, inadequate care, excess wear and improper use of PPE.

914.3 PPE STANDARDS AND REQUIREMENTS

The District will provide approved PPE that is appropriate for the hazard to members who are located in a workplace where there is a risk of injury. Members shall be required to wear PPE any time there is a risk of exposure to a hazard and during the practical examinations of state-required certification (Rule 69A-37.0527, F.A.C.).

PPE shall include all of the following guidelines, requirements and standards:

- (a) The PPE provided shall minimally meet the requirements of NFPA 1971, including the presence of a fixed label indicating compliance and similar labeling noting the PPE meets the standards approved by the American National Standards Institute (ANSI) or other recognized authority.
- (b) When no authoritative standard exists for PPE or a safety device, the use of such equipment shall be subject to inspection and acceptance or rejection by the Deputy Chief in charge of the Division where the equipment will be used.
- (c) PPE shall be distinctly marked so as to facilitate easy identification of the manufacturer.
- (d) The Training Division shall ensure that the member is properly instructed and uses PPE in accordance with the manufacturer's instructions.
- (e) The District shall ensure that all PPE, whether provided by the District or the employee, complies with the applicable state standards.

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Personal Protective Equipment

- (f) Members are responsible for maintaining their assigned PPE in a safe and sanitary condition.
- (g) Supervisors are responsible for ensuring that all PPE is maintained in a safe and sanitary condition.
- (h) PPE shall be of such design, fit and durability as to provide adequate protection against the hazards for which they are designed.
- (i) PPE shall be reasonably comfortable and shall not unduly encumber member movements that are necessary to perform work.

914.3.1 HEAD PROTECTION

Members working in locations where there is a risk of head injuries from flying or falling objects and/or electric shock and burns shall wear an approved protective helmet. Each protective helmet shall bear the original marking required by the ANSI standard under which it was approved. At a minimum, the marking shall identify the manufacturer, the ANSI designated standard number and date, and the ANSI designated class of helmet. Where there is a risk of injury from hair entanglements in moving parts of machinery, combustibles or toxic contaminants, members shall confine their hair to eliminate the hazard.

914.3.2 FACE AND EYE PROTECTION

Members working in locations where there is a risk of eye injuries, such as punctures, abrasions, contusions or burns from contact with flying particles, hazardous substances, projectiles or injurious light rays that are inherent in the work or environment, shall be safeguarded by means of face or eye protection. Suitable screens or shields isolating the hazardous exposure may be considered adequate safeguarding for nearby members. The District shall provide and require that members wear approved face and eye protection suitable for the hazard and in accordance with previously cited national standards.

914.3.3 BODY PROTECTION

Body protection may be required for members whose work exposes parts of their bodies that are not otherwise protected from hazardous or flying substances or objects. Clothing appropriate for the work being done shall be worn. Loose sleeves, tails, ties, lapels, cuffs or other loose clothing that can be entangled in moving machinery shall not be worn. Clothing saturated with flammable liquids, corrosive substances, irritants or oxidizing agents shall either be removed and not worn until properly cleaned, or shall be destroyed.

914.3.4 HAND PROTECTION

Hand protection shall be required for members whose work involves unusual and excessive exposure of hands to cuts, burns, harmful physical or chemical agents or radioactive materials that are encountered and capable of causing injury or impairment.

Hand protection (e.g., gloves) shall not be worn where there is a danger of the hand protection becoming entangled in moving machinery or materials. Use of hand protection around smooth-

Personal Protective Equipment

surfaced rotating equipment does not constitute an entanglement hazard if it is unlikely that the hand protection will be drawn into the danger zone.

Wristwatches, rings or other jewelry should not be worn while working with or around machinery with moving parts in which such objects may be caught or around electrical equipment.

914.3.5 FOOT PROTECTION

Appropriate foot protection shall be required for members who are exposed to foot injuries from electrical hazards; hot, corrosive or poisonous substances; falling objects; or crushing or penetrating actions, or who are required to work in abnormally wet locations. Footwear that is defective or inappropriate to the extent that its ordinary use creates the possibility of foot injuries shall not be worn. Footwear shall be appropriate for the hazard and shall comply with recognized national standards.

914.4 SELECTION, CARE AND MAINTENANCE OF PPE

PPE exists to provide the member with an envelope of protection from multiple hazards and repeated exposures. For structural firefighting, PPE is a system of components designed to work as an ensemble. Typical firefighting PPE consists of a hood, helmet, jacket, trousers, gloves, wristlets and footwear. A program for selection, care and maintenance of PPE consists of the following.

914.4.1 SELECTION

The PPE selection process should be conducted through a labor-management committee utilizing members from labor and representatives from the District.

Prior to procurement, a risk assessment may be performed to include expected hazards, frequency of use, past experiences, geographic location and climatic conditions. The selection process should evaluate comparative information on all ensemble elements to ensure they will interface and perform based on the risk assessment. The process should consider the following:

- (a) PPE performance expectations, to include thermal and physiological effects
- (b) Style and design for user comfort and wear performance
- (c) Construction for quality, durability and garment life
- (d) Manufacturer ability to meet performance demand requirements, technical information, service, warranty and customer support needs

914.4.2 INSPECTION

There are two primary types of PPE inspection:

Routine inspection - Each firefighter shall conduct a routine inspection of his/her issued PPE each time the elements are exposed or are suspected of having been exposed to damage or contamination.

- (a) Coat, trouser, gloves and hood should be checked for the following:

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1. Soiling
 2. Contamination from hazardous materials or biological agents
 3. Physical damage, such as:
 - (a) Rips, tears and cuts
 - (b) Damaged/missing hardware and closure systems
 - (c) Thermal damage, such as charring, burn holes and melting
 - (d) Damaged or missing reflective trim
 - (e) Shrinkage
 - (f) Loss of elasticity or flexibility at openings
- (b) Helmets should be checked for the following:
1. Soiling
 2. Contamination from hazardous materials or biological agents
 3. Physical damage to the shell, such as:
 - (a) Cracks, crazing (small cracks), dents and abrasions
 - (b) Thermal damage to the shell, such as bubbling, soft spots, warping or discoloration
 4. Physical damage to ear flaps, such as:
 - (a) Rips, tears and cuts
 - (b) Thermal damage, such as charring, burn holes and melting
 5. Damaged or missing components of suspension and retention systems
 6. Damaged or missing components of the goggle system including:
 - (a) Discoloration
 - (b) Crazing (small cracks)
 - (c) Scratches to goggle lens, limiting visibility
 7. Damaged or missing reflective trim
- (c) Footwear should be checked for the following:
1. Soiling
 2. Contamination from hazardous materials or biological agents
 3. Physical damage, such as:
 - (a) Cuts, tears and punctures

Personal Protective Equipment

- (b) Thermal damage, such as charring, burn holes and melting
- (c) Exposed or deformed steel toe, steel midsole and shank
- (d) Loss of water resistance

Advanced inspection - Advanced inspection of PPE ensembles and elements shall be conducted a minimum of every 12 months or whenever routine inspections indicate a problem may exist.

Advanced inspections shall only be conducted by trained and certified employees or a manufacturer-approved vendor certified to conduct advanced inspections. All findings from advanced inspections shall be documented on an inspection form. Universal precautions shall be observed, as appropriate, when handling elements. Advanced inspections shall include, at a minimum, the inspection criteria outlined in the applicable NFPA standard.

914.4.3 CLEANING AND DECONTAMINATION

The following rules and restrictions shall apply to the cleaning and decontamination of PPE:

- (a) Soiled and contaminated PPE elements shall not be taken home, washed in the home or washed in public laundries unless the business is dedicated to handling firefighting protective clothing.
- (b) Commercial dry cleaning shall not be used.
- (c) The District will examine the manufacturer's label and user information for specific cleaning instructions.
- (d) Chlorine bleach or chlorinated solvents shall not be used to clean or decontaminate PPE elements.
- (e) Scrubbing or spraying with high-velocity water jets, such as a power washer, shall not be used.
- (f) All contract cleaning or decontamination businesses shall demonstrate procedures for cleaning and decontamination that do not compromise the performance of PPE ensembles and elements. District standards identify and define three primary types of cleaning: routine, advanced and specialized.
 - 1. **Routine cleaning** - After each use, any elements that are soiled shall receive routine cleaning. It is the firefighter's responsibility to routinely clean his/her PPE ensemble or elements using the following process:
 - (a) When possible, initiate cleaning at the incident scene.
 - (b) Brush off any dry debris.
 - (c) Gently rinse off debris with a water hose.
 - (d) If necessary, scrub gently with a soft bristle brush and rinse off again if necessary. Spot clean utilizing a utility sink.
 - (e) Inspect for soiling and contamination and repeat the process if necessary.
 - (f) All elements shall be air-dried in an area with good ventilation. Do not dry in direct sunlight or use a machine dryer.

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2. **Advanced cleaning** - Should routine cleaning fail to render the elements clean enough to be returned to service, advanced cleaning is required. In addition, elements that have been issued, used and soiled shall undergo advanced cleaning every six months, at a minimum.
 - (a) The Support Services Division shall manage all advanced cleaning utilizing a qualified contract cleaner.
 - (b) Advanced cleaning will be coordinated by the Support Services Division. Loaner PPE will be provided for any member scheduled to work.
 - (c) Station laundering machines shall not be used to clean PPE elements.
3. **Specialized cleaning** - PPE elements that are contaminated with hazardous materials or biological agents shall undergo specialized cleaning as necessary to remove the specific contaminants.
 - (a) The PPE elements that are contaminated or suspected to be contaminated shall be isolated, tagged, bagged and removed from service until they undergo specialized cleaning to remove the specific contaminant. All bagged PPE shall include the member's name, company and shift. Universal precautions shall be observed when handling known or suspected contaminated PPE elements. For more information on decontamination of PPE after exposure, refer to the Communicable Diseases Policy.
 - (b) The Support Services Division shall manage all specialized cleaning and will utilize a qualified contract cleaner. The District, if possible, shall identify the suspected contaminant and consult the manufacturer for an appropriate decontamination agent and process.

914.4.4 REPAIR OF PPE

The Support Services Division shall manage all PPE repairs utilizing a manufacturer-recognized repair facility. All elements shall be subject to an advanced or specialized cleaning before any repair work is done. Loaner PPE is available to employees while repairs are being made.

914.4.5 ISSUING PPE

All PPE ensembles or elements shall be issued through the Support Services Division. All fittings shall be completed by the Support Services Division and/or by a manufacturer's representative.

- Members shall only use district-issued PPE.
- Members shall minimize the public's exposure to soiled or contaminated PPE and avoid wearing PPE to non-fire related emergencies.
- Members shall not wear PPE inside station living quarters or other district facilities.

914.4.6 STORAGE OF PPE

The parameters for the storage of all PPE ensembles or elements include the following:

Immokalee Fire Control District

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Personal Protective Equipment

- (a) PPE shall not be stored in direct sunlight or exposed to direct sunlight when it is not being worn.
- (b) PPE shall be clean, dry and well ventilated before storage.
- (c) PPE shall not be stored in airtight containers unless the container is new and unused.
- (d) PPE shall not be stored at temperatures below 40 degrees or above 180 degrees.
- (e) PPE shall be stored in a protective case or bag to prevent damage if stored in compartments or trunks.
- (f) PPE shall not be subjected to sharp objects, tools or other equipment that could damage the ensemble or elements.
- (g) PPE shall not be stored inside living quarters or with personal belongings, or taken or transported within the passenger compartment of personal vehicles unless it is stored in a protective case or bag.
- (h) PPE shall not be stored in contact with hydraulic fluids, solvents, hydrocarbons, hydrocarbon vapors or other contaminants.

914.4.7 PPE TRAINING

The Training Division shall be responsible for the following:

- (a) Upon issue, all employees shall be provided training on this policy along with the manufacturer's written instructions on the care, use and maintenance of their PPE, including any warnings issued by the manufacturer.
- (b) New firefighters shall receive training in the care, use and maintenance of their PPE before participating in live fire training or operations.
- (c) All other firefighters shall receive refresher training as needed when PPE ensembles or elements are upgraded or changed, or at a minimum of every four years as required (§ 633.414, Fla. Stat; Rule 69A-37.0527, F.A.C.).

914.4.8 PPE RECORD KEEPING

The District shall maintain or require contracted vendors to maintain records on all structural firefighting ensembles or elements to include:

- (a) The name of the member to whom the element is issued.
- (b) The date and condition of the element when issued.
- (c) The manufacturer, model name or design.
- (d) The manufacturer's identification number, lot number or serial number.
- (e) The month and year of manufacture.
- (f) The dates and findings of all advanced inspections.

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- (g) The dates of advanced cleaning, specialized cleaning or decontamination, and by whom it was performed.
- (h) The date of any repairs, the person who repaired the PPE and a brief description of the repair.
- (i) The date the element was removed from service (retirement).
- (j) The date and method the element was disposed.

914.4.9 PPE RETIREMENT

All PPE ensembles and elements that are worn or damaged to the extent that the District deems that it is not possible or cost effective to repair shall be retired. All PPE ensembles and elements that are no longer useful for emergency operations but are not contaminated, defective or damaged shall be retired.

Retired PPE ensembles and elements shall be destroyed or disposed of by the District in a manner ensuring that they will not be used in any firefighting or emergency activities, including training. Retired PPE may only be used for training when that training does not include live fire. Any PPE used for training shall be clearly marked: "Training only. No live fire."

914.4.10 SPECIAL INCIDENT PROCEDURE

If any member of the Immokalee Fire Control District suffers a serious injury or death while wearing PPE, the following procedure should be followed:

- (a) The PPE will immediately be removed from service.
- (b) Custody of the PPE will be maintained by the Fire Chief or the authorized designee, and the PPE shall be kept in a secure location with controlled, documented access.
- (c) All PPE shall be non-destructively tagged and stored only in paper or cardboard containers to prevent further degradation or damage. Plastic airtight containers shall not be used.
- (d) The PPE shall be made available to the district's investigation team (see the Line-of-Duty Death and Serious Injury Investigations Policy) or outside experts as approved by the Fire Chief or the authorized designee, to determine the condition of the PPE.
- (e) The Fire Chief or the authorized designee shall determine the retention period for storage of the PPE.

Hazard Communication

916.1 PURPOSE AND SCOPE

The purpose of this policy is to protect the health and safety of district members who may be occupationally exposed to hazardous chemicals in the workplace.

916.2 POLICY

It is the policy of the Immokalee Fire Control District to develop, implement and maintain a written chemical hazard communication program for members to use as a reference. The program shall minimally describe how district members will receive information and training on the criteria specified for labels and other forms of warning and Safety Data Sheets (SDS) pursuant to the Florida Emergency Planning and Community Right-to-Know Act and the federal Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 USC § 11001 et seq.; § 252.81, Fla. Stat. et seq.; Rule 69A-62.004, F.A.C.).

916.3 PROCEDURE

The Fire Chief or the authorized designee should develop, implement and maintain a written chemical hazard communication program that includes, but is not limited to:

- (a) A list of hazardous chemicals known to be present in the workplace. The list may be compiled for the workplace as a whole or for individual work areas.
- (b) The methods the District will use to inform and train members of the hazards of non-routine tasks and the hazards associated with chemicals in unlabeled pipes in member work areas.
- (c) The District shall make the written chemical hazard communication program available, upon request, to members, to their designated representatives and to any applicable Florida regulatory agency.
- (d) The District shall establish a procedure to ensure that each container of a hazardous chemical is labeled, tagged or marked with the following information:
 - 1. Identity of the hazardous chemical
 - 2. Appropriate hazard warnings
 - 3. Name and address of the manufacturer, importer or other responsible party
- (e) The District will keep a current notice in place informing members of their rights regarding hazardous materials disclosures pursuant to Florida law (Rule 69A-62.004, F.A.C.).

916.4 SAFETY DATA SHEETS

The District shall have an SDS for each hazardous chemical that is in use in the workplace. The SDS concerning a hazardous chemical shall be readily accessible to members and prepared in

Immokalee Fire Control District

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Hazard Communication

accordance with the Florida Emergency Planning and Community Right-to-Know Act (§ 252.81, Fla. Stat. et seq.).

916.5 TRAINING REQUIREMENTS

See the Hazard Communication Program Training Policy.

Release of HIPAA-Protected Information

1033.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a pre-authorization process for the release of a member's protected health information (PHI), which is protected by Health Insurance Portability and Accountability Act (HIPAA) regulations, in the event of an on-duty injury or illness.

1033.2 POLICY

It is the policy of the Immokalee Fire Control District to allow members to complete a pre-authorization for the release of their PHI to a family member or other specific individual in the event the member becomes injured or ill on-duty.

1033.3 GUIDELINES

The Fire Chief or the authorized designee should ensure procedures are in place to address:

- (a) The right of members to voluntarily complete a pre-authorization for the release of PHI to specific individuals.
- (b) Storage and security of completed pre-authorization forms.
- (c) Supervisor access to completed forms during both business and non-business hours.
- (d) Expiration and renewal requirements for the pre-authorization form.
- (e) Situations or circumstances in which members can expect the District to release their PHI to the pre-authorized family member or other specific individual.

ATTACHMENT 13

RESOLUTION 2025-010

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF THE IMMOKALEE FIRE CONTROL DISTRICT ADOPTING DISTRICT POLICIES SECTIONS 312 – ELEVATOR RESTRICTIONS DURING EMERGENCIES, 504 – LATEX SENSITIVITY, 601 – CPR AND AUTOMATED EXTERNAL DEFIBRILLATOR TRAINING, 602 – COMMUNICABLE DISEASE TRAINING PROGRAM, 608 – HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) TRAINING, 609 – NATIONAL INCIDENT MANAGEMENT SYSTEMS (NIMS) TRAINING, 611 – RESPIRATORY PROTECTION TRAINING, 903 – COMMUNICABLE DISEASES, 908 – RESPIRATORY PROTECTION PROGRAM, 914 – PERSONAL PROTECTIVE EQUIPMENT, 916 – HAZARD COMMUNICATION, AND 1033 – RELEASE OF HIPAA-PROTECTED INFORMATION

The undersigned, being all of the Fire Commissioners of the Board of Fire Commissioners of the Immokalee Fire Control District, a governmental entity, by this instrument at a meeting of the Board of Fire Commissioners, hereby consent to the following resolutions:

WHEREAS, the Board of Fire Commissioners of the Immokalee Fire Control District desires to adopt the following policies, attached hereto as Attachments 1 through 12:

1. Section 312 – Elevator Restrictions During Emergencies (Attachment 1)
2. Section 504 – Latex Sensitivity (Attachment 2)
3. Section 601 – Communicable Disease Training Program (Attachment 3)
4. Section 602 – Communicable Disease Training Program (Attachment 4)
5. Section 608 – Health Insurance Portability and Accountability Act (HIPAA) Training (Attachment 5)
6. Section 609 – National Incident Management System (NIMS) Training (Attachment 6)
7. Section 611 – Respiratory Protection Training Program (Attachment 7)
8. Section 903 – Communicable Diseases (Attachment 8)
9. Section 908 – Respiratory Protection Equipment (Attachment 9)
10. Section 914 – Personal Protective Equipment (Attachment 10)
11. Section 916 – Hazard Communication (Attachment 11)
12. Section 1033 – Release of HIPAA-Protected Information

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF THE IMMOKALEE FIRE CONTROL DISTRICT that the following District Policies are adopted:

1. Section 312 – Elevator Restrictions During Emergencies (Attachment 1)
2. Section 504 – Latex Sensitivity (Attachment 2)
3. Section 601 – Communicable Disease Training Program (Attachment 3)
4. Section 602 – Communicable Disease Training Program (Attachment 4)

ATTACHMENT 13

5. Section 608 – Health Insurance Portability and Accountability Act (HIPAA) Training (Attachment 5)
6. Section 609 – National Incident Management System (NIMS) Training (Attachment 6)
7. Section 611 – Respiratory Protection Training Program (Attachment 7)
8. Section 903 – Communicable Diseases (Attachment 8)
9. Section 908 – Respiratory Protection Equipment (Attachment 9)
10. Section 914 – Personal Protective Equipment (Attachment 10)
11. Section 916 – Hazard Communication (Attachment 11)
12. Section 1033 – Release of HIPAA-Protected Information

This resolution shall take effect immediately upon its adoption.

The foregoing resolution was offered by Commissioner _____ who moved for its adoption. The motion was seconded by Commissioner _____, and the Vote was as follows:

Commissioner Joseph Brister	_____
Commissioner Robert Halman	_____
Commissioner Donald Gunthner	_____
Commissioner Bonnie Keen	_____
Commissioner Patricia Anne Goodnight	_____

Duly passed and adopted on this 22nd day of May, 2025.

Board of Commissioners of the Immokalee Fire Control District

By: _____
Joseph Brister, Chair

4.

**Authorization
for Chair
to Execute
Agreement for
Owner's Advisor
Services for the
Construction
of Station 31**



Immokalee Fire Control District

Regular Board Meeting

Thursday May 22, 2025

Meeting Date: May 22, 2025
Prepared By: Chief Financial Officer Becky Bronsdon
Date Prepared: May 15, 2025
Subject: Authorization for Chair to Execute Agreement for Owner's Advisor Services for the Construction of Station 31

Objective:

Obtain Board authorization for the Chair to execute the Agreement for Owner's Advisor Services for the Construction of Station 31.

Background Information:

On February 21, 2025, the District published a legal notice advertising a Request for Proposal ("RFP") for an Owner's Advisor for the construction of Station 31, and also published the notice and RFP packet on the District's website. Proposals were received through March 21, 2025. Pursuant to the District's Bidding Policy and Section 255.20, Florida Statutes, the District established a committee to review and rank the proposals. Once the ranking was completed, staff began the process of competitive negotiation with the top ranked firm, Saltz Michelson Architects.

As of this date, we are scheduled to finalize negotiations over the scope of services and cost on May 22, 2025 as we are awaiting information from RCMA regarding the services they have completed related to preparation of the site to build. Since some of these services are included in the scope of services identified in the proposal from Saltz Michelson, we are unable to complete the negotiations as of this date.

We did confirm with the Senior Grant Specialist, State of Florida Legislative and Grant Section, that the execution of this Agreement will satisfy one of the two requirements needed to enable the District to execute the Grant Agreement with the State of Florida. The other requirement is that we have the land purchase completed (or, alternatively, use the existing station site) which we are diligently striving to complete with RCMA. Our original extension of time in which to execute the State Grant Agreement expires June 30. We may request a second extension if needed if we cannot complete the purchase of the property.

Once negotiations with Saltz Michelson are complete, Attorney Carlyn Kowalsky of Manson Bolves Donaldson Tanner will complete the Agreement for execution by the District. Because time is of the essence regarding the Agreement for Owner's Advisor, staff is requesting the

Board authorize the Chair to execute the agreement since it will not be completed by the May 22, 2025 Board Meeting. Staff will provide an update to the Board at the meeting (and following our negotiation session with Saltz Michelson the morning of May 22) regarding the terms of the Agreement.

Recommendation:

Staff recommends the Board authorize the Chair to execute the Agreement for Owner's Advisor Services for the Construction of Station 31 with Saltz Michelson.

Attachments:

None

5.

Establish Date

for the

2025-2026

Budget Date

for

2025-2026

Budget



Immokalee Fire Control District

Regular Board Meeting

Thursday May 22, 2025

Meeting Date: May 22, 2025
Prepared By: Chief Financial Officer Becky Bronsdon
Date Prepared: May 8, 2025
Subject: Establish the Date for the 2025-2026 Budget Workshop

Objective:

Schedule the 2025-2026 Budget Workshop.

Background Information:

Prior to the Tentative and Final Budget Hearings, the District needs to hold a Budget Workshop for the Board to provide input to staff.

Staff suggests the Board schedule the Budget Workshop for the same day as the July Board Meeting – July 24, 2025. Based on prior Budget Workshops, we do not anticipate the Workshop will require more than one hour.

Recommendation:

Staff recommends the Board schedule the Budget Workshop for Thursday, July 24, 2025 at 2:00 p.m. or at any other date and time that will accommodate the Commissioners' schedules.

Attachments:

None