Sanibel Fire & Rescue District

BOFC September Meeting Minutes

Date & Time: Wednesday, September 9, 2026, at 3:30 PM

Location: Temporary Administrative Office - 1456 Periwinkle Way, Suite A, Sanibel, FL 33957

Attendance: Commissioner Jerry Muench, Commissioner Bruce Cochrane, Commissioner Richard McCurry, Fire Chief Kevin Barbot, Deputy Chief John DiMaria, Assistant Chief Chris Jackson, Fire Marshal Larry Williams, Administrative Assistant Greta Fulkerson, DVP Ed Zarick (Local 1826 District 17), Duty Personnel, and Greg Easter.

Call to Order and Pledge of Allegiance

- The meeting was called to order at 3:30 PM.
- The Pledge of Allegiance was recited by all present.
- A roll call confirmed the presence of Commissioners Muench, Cochrane, and McCurry, along with District Administration.

Approval of Minutes

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

Fire Marshal Williams' Report

- **Inspections and Reviews:** For the month of August, 20 plan reviews and 139 fire inspections were completed. Fire Marshal Williams noted an increase in smaller new-construction projects and continued remodel activity.
- **Commercial and Development Projects:**
    - **Gulf Beach / East Gulf Property:** The former structure has been completely demolished and approved plans are already in place for redevelopment.
    - **Castaways / Tween Waters Properties:** Plans have been received for 37 units, along with a recreation center and pool house. Beach View has been completed, while Castaways and West Wind remain scheduled for redevelopment.
    - **Song of the Sea:** New-construction plans have been reviewed and approved. District staff are coordinating with the owner to use the existing structure for

training before demolition, subject to the appropriate hold-harmless documentation.

- **Mobil Gas Station:** Plans were received for a new canopy associated with the gas station property.
- **Former Chevron Property:** Fire Marshal Williams advised that the property is expected to transition to a Kangaroo Express operation associated with Circle K. The final configuration of the convenience store and fuel operation was not yet confirmed.
- **Potential Publix Property Inquiry:** Publix representatives contacted the Fire Marshal as part of due diligence to determine whether any outstanding fire inspections existed on the property. No official project or City approval was confirmed during the meeting.
- **F.I.S.H. Temporary Location:** The former Rosie's Cafe property across from Station 171 is being remodeled for temporary use by F.I.S.H. while its current properties are redeveloped. Fire Marshal Williams advised that the two existing F.I.S.H. buildings are anticipated to be replaced by one larger building.
- **Island Inn / By the Sea:** Construction continues to progress. Two of the By the Sea buildings have been topped out, and substantial redevelopment remains underway throughout the island.

Assistant Chief Jackson's Report

- **Apparatus Maintenance and Annual Testing:** Apparatus required only normal wear-and-tear repairs during the month. Annual aerial and ground ladder testing is scheduled for November 12, and staff are continuing to coordinate annual hose testing dates.
- **Department Physicals:** Annual department physicals have been scheduled for January and February 2027.
- **Station 172 Warranty Items:**
  - **Countertop Replacement:** A countertop that repeatedly cracked after attempted repairs has been measured for full replacement. Fabrication and installation are expected within the next several weeks.
  - **Landscape Maintenance:** Manhattan changed the landscape maintenance contractor. The new contractor spent approximately seven hours on site completing weeding, cleanup, and general maintenance, resulting in a significant improvement. The District is scheduled to assume responsibility for landscape maintenance in December and will review dead or damaged landscaping before that transition.

- **Stairwell Flooring:** Rubberized flooring at the stairwell mezzanine areas continues to peel. Replacement material has been ordered, and the upcoming work will represent the third attempt to correct the issue.
- **Retainage:** The District continues to hold approximately $147,000 in retainage. Chief Barbot advised that deductions are already being tracked for contracted services that were not properly performed, including landscape maintenance obligations.

- **Station 171 Reconstruction:**
  - Column work continues, with 28 additional columns scheduled for placement, bringing the project close to completion of that portion of the foundation work.
  - Three new apparatus bay foundations are being poured to support structural I-beams that will carry the second floor and allow removal of the remaining southern wall section.
  - Excavation of the elevator pit is underway. Rainwater had accumulated in the approximately six-foot-deep excavation and was being pumped out before the concrete placement could proceed.
  - The construction contract provides approximately 15 months for completion, placing the contractual completion timeframe in August 2027.
- **Bunker Gear Dryer:** Ductwork for the Station 172 bunker-gear dryer has been completed and the unit is operational. Staff reported that the selected contractor completed the work for approximately $1,600, substantially below earlier estimates and avoiding a significantly more expensive construction change.

Deputy Chief DiMaria's Report

- **Call Volume Statistics:** Year-to-date call volume was reported at 1,147 calls for 2026 compared with 1,186 calls during the same period in 2025, approximately 3% lower. August 2026 recorded 112 calls compared with 136 calls in August 2025, approximately a 17% decrease.
- **Out-of-Shoot Time:** Crews remain above the 90th percentile for turnout performance, reported at approximately 90.36%.
- **Training Hours:** Personnel completed 666 aggregated training hours during August. With the training tower difficult to access during Station 171 construction, crews continue to utilize available station areas and locations throughout the community for training.

- **Fire and Rescue Training:**
    - Current training includes victim drags and carries.
    - A water survival evaluation is planned for the following month. The evaluation will assess each member's ability to survive a water emergency and will include self-rescue skills and survival techniques involving the District's newer marine-response assets.
- **Medical Training:**
    - A medical director in-service is scheduled for September 17 and will include introduction of racemic epinephrine, a nebulized medication used in certain pediatric respiratory emergencies, along with review of the associated diagnosis and treatment considerations.
    - All personnel completed Handtevy provider certification, including the online coursework and hands-on evaluations.
    - Advanced Cardiac Life Support renewals for paramedics are scheduled for September 22, 23, and 24.
    - EMT and Paramedic state-renewal processes have begun. All personnel were reported at 100% of required continuing-education hours.
- **Community Involvement:**
    - The District will participate in the September 11 Wave of Remembrance. Sanibel Fire and Sanibel Police have combined their honor-guard personnel for a seven-member color guard for the ceremony.
    - The District will participate in the City's Touch-A-Truck event on October 3.
    - A fire extinguisher class is scheduled at The Sanibel School on September 24.
    - Community CPR classes continue to be scheduled throughout the year.

Chief Barbot's Report

- **District Financial Report:** Financial reports were presented with no notable issues identified. Additional budget adjustments were addressed later under the business agenda.
- **Station 171 / HUD Grant Administration:** District staff continue to devote significant time to HUD grant documentation for the Station 171 reconstruction. Requirements include review of FEMA documentation related to Hurricane Ian to ensure there is no duplication of benefits or use of duplicate funding. Chief Barbot noted that the administrative work is extensive but necessary to maximize grant reimbursement for the station.

- **Accounting Transition:** The District's transition to its new accounting platform remains on schedule for October 1. The new system will reduce reliance on local servers, improve remote-access capability during disasters, and add additional checks and balances, and financial clarity.
- **Service Recognitions:**
    - Firefighter/Paramedic Allen Schelm - 5 years of service.
    - Firefighter/EMT Dayan Concepcion - 3 years of service.

Business Agenda Items

- **A. Adopt-a-Hydrant Program Update**
    - Public input received since the prior meeting was reported to be approximately three-to-one in favor of continuing the program.
    - General Counsel reviewed the proposed program and did not identify any major liability concerns. Most requested revisions involved clarifying legal language within the application and permit documents.
    - The Board discussed the program as a unique community-partnership opportunity that could be implemented at minimal cost while maintaining operational access to hydrants.
    - **A motion was made by Commissioner Cochrane and seconded by Commissioner McCurry to proceed with the Adopt-a-Hydrant Program, subject to final review and approval of the application materials by General Counsel. The motion carried unanimously.**
- **B. Commissioner McCurry Retirement and Appointment of Successor**
    - Commissioner McCurry previously advised the Board that he would be moving from the island and would be unable to complete his upcoming term. The Board acknowledged his service and expressed appreciation for his contributions to the District.
    - **A motion was made by Commissioner Muench and seconded by Commissioner Cochrane to accept Commissioner Richard McCurry's retirement from the Board effective December 8, 2026, at 11:59 PM. Commissioner McCurry did not participate in the vote concerning his own retirement. The motion carried.**
    - The Board discussed the process for filling the vacancy and noted that no other individuals had expressed interest after notice of the vacancy was published.

- **A motion was made by Commissioner Cochrane and seconded by Commissioner Muench to appoint Greg Easter to fill Commissioner McCurry's vacancy effective December 9, 2026. The motion carried.**
- Mr. Easter thanked the Board and stated that serving would be an honor.

- **C. <u>Resolution 26-008</u> – Fiscal Year 2025-2026 Budget Amendment No. 2**
  - Chief Barbot explained that the amendment was necessary to align the budget with actual construction progress and updated revenue and capital projections.
  - Station 171 grant-funded construction spending had originally been estimated at approximately $4 million for the fiscal year; actual spending was approximately $1.5 million at the time of the meeting.
  - The amendment added approximately $115,000 in non-federal revenue, revised the Station 172 retainage estimate, deferred the new engine and other capital purchases into Fiscal Year 2027, and increased projected interest revenue by approximately $85,000.
  - The amended Fiscal Year 2025-2026 General Fund budget totals $25,562,334 in revenues and expenditures.
  - The Impact Fee Fund was amended to reflect no planned expenditures and a projected ending restricted and unearned balance of $37,377.
  - **A motion was made by Commissioner McCurry to adopt <u>Resolution 26-008</u>. The motion was seconded by Commissioner Muench. With all in favor, the motion carried unanimously.**
  - During review of the budget documents, a fiscal-year reference was identified that should read Fiscal Year 2026 rather than Fiscal Year 2025. This error was corrected and signed.
- **Fire Engine Purchase Update:** Chief Barbot advised that he and Deputy Chief DiMaria continue to refine the documentation that will be sent to fire-apparatus dealers and manufacturers. Final Chief review remained pending due to budget work, with a goal of moving the request process forward within approximately two weeks.

Commissioner / New Business Items

- Greg Easter was welcomed and thanked for agreeing to serve as the incoming Commissioner.
- **Marine 171 Refurbishment:** In response to a Board question, staff advised that they are still seeking a vendor for the Marine 171 refurbishment and had no substantial progress to report since the prior meeting.

Union Items

- DVP Zarick reported that work is underway on the Union's next annual calendar, including recent photography at the station.
- The Union plans to participate in the October Pink Out event at the Community House and is working with Chief Barbot on an October shirt design.
- Planning has begun for the annual pancake breakfast. Because Station 171 is unavailable and parking at Station 172 may be difficult, the Union is evaluating alternative locations.

Public Input

- No formal public comment was offered.

Adjournment

- There being no further business, the meeting was adjourned at approximately 4:15 PM.

Commissioner Jerry Muench

Commissioner Bruce Cochrane

Commissioner Richard McCurry