

**RESOLUTION No. 2025-01**

**A RESOLUTION OF THE UPPER CAPTIVA FIRE PROTECTION & RESCUE SERVICE DISTRICT OF LEE COUNTY, FLORIDA, ADOPTING BUDGET AMENDMENT #2025-1, AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the UPPER CAPTIVA FIRE PROTECTION & RESCUE SERVICE DISTRICT of LEE County, Florida, has adopted a Budget for Fiscal Year 2024-2025; and

WHEREAS, the UPPER CAPTIVA FIRE PROTECTION & RESCUE SERVICE DISTRICT desires to reallocate expenditure line-items based on estimated new expenditures for the General Fund.

NOW, THEREFORE, BE IT RESOLVED by the UPPER CAPTIVA FIRE PROTECTION & RESCUE SERVICE DISTRICT of LEE County, Florida, that:

1. Budget Amendment 2025-1, which is attached hereto and incorporated herein by this reference, is hereby ADOPTED.
2. This Resolution will take effect immediately upon its adoption.

THE FOREGOING RESOLUTION WAS OFFERED BY COMMISSIONER FRY WHO MOVED THE RESOLUTION'S ADOPTION. THE MOTION WAS SECONDED BY COMMISSIONER Yafchak AND, UPON BEING PUT TO A VOTE, THE VOTE WAS AS FOLLOWS:

Commissioner Duncan Rosen	<u>YES</u>
Commissioner Steve Holt	<u>YES</u>
Commissioner Van Hammond	<u>YES</u>
Commissioner Bill Fry	<u>YES</u>
Commissioner MJ Yafchak	<u>YES</u>

PASSED AND ADOPTED IN OPEN AND REGULAR SESSION OF THE FIRE BOARD OF UPPER CAPTIVA FIRE PROTECTION AND RESCUE SERVICE DISTRICT, FLORIDA THIS 17<sup>th</sup> DAY OF JANUARY 2025.

UPPER CAPTIVA FIRE PROTECTION AND RESCUE SERVICE DISTRICT

  
Chairman

Attest: 

**UPPER CAPTIVA FIRE & RESCUE DISTRICT  
BUDGET AMENDMENT**

FISCAL YEA 2025  
 BA # 2025-1

**GENERAL FUND**

G.L. Account #	G.L. Account Description	Amount Prior to BA	Revenue Increase (Decrease)	Expenditure Increase (Decrease)	Amount After BA
361-351	BEGINNING FUND BALANCE (UNSPENT FUNDS)	\$640,692	\$174,827		\$815,519
364.9	INSURANCE PROCEEDS	\$0	\$196,084		\$196,084
522-120	SALARIES & WAGES	\$765,731		\$43,680	\$809,411
522-210	PAYROLL TAXES PAID	\$58,578		\$3,342	\$61,920
522-240	WORKERS' COMP	\$32,544		\$1,966	\$34,509
522-320	ACCOUNTING & AUDITING	\$24,000		(\$5,000)	\$19,000
522-400	TRAVEL & PER DIEM	\$5,000		\$5,000	\$10,000
522.520	OPERATING SUPPLIES-OTHER	\$44,000		\$40,000	\$84,000
522.521	FUEL	\$15,000		(\$15,000)	\$0
522.620	BUILDING IMPROVEMENTS	\$0		\$254,827	\$254,827
522.640	MACHINERY & EQUIPMENT	\$105,000		\$150,000	\$255,000
522.9	UNRESTRICTED FUND BALANCE-ENDING	\$495,157		(\$107,903)	\$387,254
TOTALS:			\$370,911	\$370,911	

Description of Amendment:

For the GENERAL FUND, to appropriate Fiscal Year 2025 amended expenditures for items budgeted and ordered in FY24 that will be paid in FY25, as well as to document the approved changes to the District Staffing Plan, creating a new part-time Office Manager (NTE 30 hours/week) position, and approved emergency spending after Hurricane HELENE. Details below:

**Budgeted & Contracted in FY24 but to be Paid in FY25**

361-351	BEGINNING FUND BALANCE (Add Unspent FY24 IAN Funds)	\$174,827	
522.620	BUILDING IMPROVEMENTS (IAN RENO)		\$174,827

**Hurricane IAN/HELENE Insurance Proceeds**

364.9	INSURANCE PROCEEDS VFIS IAN Marine/Contents	\$81,824	
364.9	INSURANCE PROCEEDS VFIS IAN Vehicles	UNKNOWN	
364.9	INSURANCE PROCEEDS PGIT HELENE Buildings	\$48,244	
364.9	INSURANCE PROCEEDS PGIT HELENE Vehicles	UNKNOWN	
364.9	INSURANCE PROCEEDS PGIT HELENE Marine	\$66,016	
522.620	BUILDING IMPROVEMENTS (HELENE Garage Doors & Bunker Room)		\$80,000

**Unbudgeted Hurricane HELENE Emergency Spending**

522.520	OPERATING SUPPLIES-OTHER		\$25,000
522.640	MACHINERY & EQUIPMENT		\$150,000

**Unbudgeted New Position Added After FY25 Budget Locked**

522-120	SALARIES & WAGES-Office Manager		\$43,680
522-210	PAYROLL TAXES PAID-Office Manager		\$3,342
522-240	WORKERS' COMP-Office Manager		\$1,966
522-400	TRAVEL & PER DIEM-Office Manager TIC Boat		\$5,000

**Budgeted Activities No Longer Planned**

522-320	ACCOUNTING & AUDITING (Bookkeeper Contract to Office Manager Travel)		(\$5,000)
522.520	OPERATING SUPPLIES-OTHER		\$15,000
522.521	FUEL (moved to Operating Supplies Other/Credit Card)		(\$15,000)

16-Jan-25	Bill Fry	2025-1	17-Jan-25
Date	Prepared By	Approved By Resolution #	Date