

Upper Captiva Fire & Rescue District
4511 Hodgepodge Lane
P.O. Box 322 Pineland, FL 33945



Serving the Community with Pride
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REGULAR BOARD MEETING MINUTES

Friday July 18, 2025

10:00 a.m.

Location: Fire Station

COMMISSIONERS & STAFF PRESENT:

In room: Duncan Rosen, Van Hammond, Bill Fry, Chief Jesse Cottrell, Crystal McClary

VIA Zoom: MJ Yafchak, Steve Holt

ISLANDERS/GUESTS PRESENT:

Zoom: Zeke McDonald, Ed Dotts, Jeff Brown (Auditor with Ashley, Brown and Smith)

MINUTES:

1) Call to Order: Commissioner Rosen

Meeting called to order by Commissioner Rosen at 10:02

2) Review of Unapproved Minutes – Commissioner Hammond

a. May 16, 2025, Regular Meeting Minutes

Minutes approved by 5-0 Vote

b. June 20, 2025, Regular Meeting Minutes

Minutes approved by 5-0 Vote

3) New Business

a. FY24 Independent Audit – Fry/Jeff Brown (Ashley, Brown and Smith CPAs)

Mr. Brown gave a summary of our FY 2024 financial audit. Full audit is available on our website.

b. Resolution 2025-04 Increasing the Capital Spending Threshold – Fry

This Resolution increases the capital spending threshold from \$1,000 to \$5,000 due to changes in the Florida Administrative Code 691-

72.002. This will simplify the asset management of items under \$5000.

Resolution passed by 5-0 Roll Call Vote.

- c. Resolution 2025-05 Budget Amendment 25-3 – Fry
Details of the changes are posted on the district's website.
Resolution passed by 5-0 Roll Call Vote.
- d. Preliminary FY26 Potential Millage Rates and Pay & Benefit Costs – Fry
Presentation available on district's website
- e. Preliminary FY26 Proposed Operations & Capital Budget – Cottrell
Presentation available on district's website
- f. Resolution 2025-06 Tentative Millage Rate & Setting First Hearing – Fry
The Board agreed to set the Tentative Millage rate at the maximum amount allowed by the State of 3.75 mill. This rate cannot be exceeded but may be reduced during the subsequent formal Budget hearings. **First Budget hearing set to be held on Saturday September 6th at 10:00 at the Fire Station.**
Resolution passed by 5-0 Roll Call Vote.

4) **Recurring Business Updates**

- a. Chief Cottrell Contract Update – Fry/Cottrell
Jesse will convert from part time to full time Fire Chief and reside on the island.
Final contract, reviewed by district's Attorney, was approved by 5-0 Vote.
- b. Chief's Report – Chief Cottrell
Available on district's website
- c. Treasurer's Report – Commissioner Fry
Approved by 5-0 Vote
- d. Accessway Maintenance – Commissioner Hammond
Tractor sent off island for repairs
Tree trimming bills paid

5) **Public Input on Non-Agenda Items**

None

6) **Next REGULAR Monthly Meeting Date: August 15, 2025, at 10:00 a.m.**

7) **Adjourn**

Meeting Adjourned at 11:26