

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT
MINUTES OF THE BOARD OF COMMISSIONERS MEETING

July 14, 2026

Meeting called to Order – 7:02 pm by Chairman Mere

Invocation – Commissioner Mere

Attendees Commissioner Griffin - Present
 Commissioner Ducrou – Present
 Commissioner Hansen - Excused
 Commissioner Cook – Present
 Commissioner Mere – Present
 Chief Doug Underwood – Present
 Office Manager Theresa Sharp – Present
 Office Manager Susan Lindenmuth – Present
 Attorney Ian Mann – Present

Others Present – Some Public

Public Input Agenda Items – None

Minutes - Review and acceptance of Revised April 14, 2026, Board Meeting Minutes – Motion made by Commissioner Griffin to accept minutes. Commissioner Ducrou seconded the motion. Chairman Mere called for any discussion. Hearing none, he called for a vote and, with all in favor, the motion passed. Chairman Mere calls for Review and Acceptance of the May 12, 2026, minutes.

Review and acceptance of May 12, 2026, Board Meeting Minutes – Motion made by Commissioner Ducrou to accept minutes. Commissioner Griffin seconded the motion. Chairman Mere called for any discussion. Hearing none, he called for a vote and, with all in favor, the motion passed. Chairman Mere calls for Acceptance of the May 2026 financials.

Financial Reports - Review and acceptance of May 2026 Financials - motion made by Commissioner Cook to accept the May 2026 financials. Commissioner Ducrou seconded the motion. Chairman Mere called for any discussion. Hearing none, he called for a vote and, with all in favor, the motion passed. Chairman Mere calls for Acceptance of the June 2026 financials.

Review and acceptance of June 2026 Financials - motion made by Commissioner Ducrou to accept the June 2026 financials. Commissioner Cook seconded the motion. Chairman Mere called for any discussion. Hearing none, he called for a

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vote and, with all in favor, the motion passed. Chairman Mere calls for the Fire Marshal's report.

Fire Marshal's Report – Chief indicates no Fire Marshal report as it is one of the reports we are unable pull from ESO. Annual inspections up to par currently, some CO inspections on use occupancies but most inspections revolve around the new Race Trac going in at Bayshore Road and I-75, including underground fire main and underground fuel tanks. Chairman Mere calls for the Administrative Report.

Administrative Report – Chief reads Administrative Report in the record. Additional discussion include:

Rescue 131 – Rescue 131 is currently out of service. It sustained damage from a blow out of a rear tire and it bent one of the joists for the rear bed. It is being repaired by the company that installed the lift on the truck, and we expect it back by the end of the week. This truck will eventually be converted to a brush truck. All other trucks are in service.

Hose Testing - Chief stated that hose testing is currently being done and there is a large amount of equipment for this currently in the bays of the station. Along with hose testing for Bayshore, they also do hose testing for Captiva, North Fort Myers, Shores, Alva and Tice during the same time frame. For the large amount of hose, we are required to test along with required ladder testing, it is cost effective and costs Bayshore approximately \$2,000.

Chief then directed Commissioners to the reports in the board packets, noting incident types, call volumes and aids given/received for the months of May and June 2026. Chairman Mere calls for any questions. Hearing none, he calls for Union Petitions.

Union Petitions – Hearing none, Chairman Mere calls for Old Business.

Old Business – First Due Software was discussed in the Administrative Report.

Cell Tower Land Lease – Chief researched a couple of departments that currently have cell tower land lease agreements. They are struggling with development orders approved due to variances required. We currently do not meet the variances since we have residential on both sides of our property. Chief recommended that we not go forward with this company, however, if this is something that the Commissioners wanted to further investigate, work with an attorney who is versed in this area and seek out different cell tower companies for increased cost and better deal. Chief

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asked the board for directions on whether to move forward. Commissioner Mere suggests not moving forward with this offer and, should another company contact us, we can address each situation. Options discussed included cost sharing, but the footprint would continue to be an issue. Chairman Mere calls for New Business.

New Business – Homestead Exemption Ballot – Chief sent Commissioners an email that has a breakdown showing that 60% of our properties are homestead exempt. This is a higher percentage than some other districts like the islands. Statewide is estimated to be 40%. Chief attended the Florida Fire Chief’s Executive Session on Monday in Port Charlotte where they discussed property tax reform at a discussion with legal staff and lobbyists with League of Cities, League of Counties and others including those working with assessments. At this time, there are three lawsuits currently pending against the bill challenging the language on the ballot, validity of the bill, and no required study done on the fiscal impact. We should hear more about this in the next week or two.

Announce budget hearing dates – Budget hearing dates have been set. Preliminary budget hearing will be September 9, 2026, at 7pm, immediately followed by the Commissioner meeting. The final budget hearing is set for September 22, 2026 at 7pm. The regularly scheduled September 8th meeting is moved to September 9th.

2025/2026 Final Budget Revised (Rev. One) and Resolution 2026-01 Adopting Same
- Office Manager Theresa Sharp went through the revised budget. OM Sharp stated that in November, we amended the 2024-2025 budget after the audit. We are bringing this revision to meet these audited numbers. This increased our Impact Fees carry forward by \$54,581 and increasing our total Unencumbered Reserves by \$22,010. We moved the Unassigned reserves carry forward to the Unencumbered reserves into one lump sum. In the expenses section, we show that \$22,010 increase in the Reserves Unassigned and reflected the Impact Fee Carry Forward. We included a second line Impact Fee Reserve Carry Forward, which is the negative number that reflects that we paid for the new engine instead of making payments (Impact Fund owing the General Fund). Still retaining a positive number, Impact Fees Retained Reserves \$1,339, which is nearly equivalent to two houses, just slightly less now that the impact fees have gone up. Finally, reflecting the change in the budget for paying off the engine, showing vehicle acquisition at \$300,000, Downpayment on Equipment was dropped by \$150,000, due to not making a downpayment on the equipment. Reduced the Pumper Principal (installment

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payment we intended to make payments on) from \$57,541. OM Sharp then referred to Revision #1, showing the changes in those reserves on the income portion of the budget, the changes in the expense portion of the budget and announcing the purpose and justification for the amendment. OM Sharp then read the Purpose and Justification for the Amendment section of Revision #1. Motion made by Commissioner Ducrou to accept the 2025/2026 Final Budget Revised (Rev. One) and Resolution 2026-01 Adopting Same. Commissioner Cook seconded the motion. Chairman Mere called for any discussion. Hearing none, he called for a vote and, with all in favor, the motion passed.

Revised Chart of Accounts (both funds) – OM Sharp advised Commissioners over the last couple of years, minor adjustments to the Chart of Accounts have been made. This new chart will also help with preparations for the upcoming budget year. Primary adjustments are on the bottom of page four of seven, earmarking some reserves for plans the Chief has, items previously adopted such as replacement for her position, showing the acquisition of Rescue 131, vehicle acquisition we had planned to make this year that has not been completed, and lining up our expense reserves to accommodate so they will be in place when we adopt the next budget. OM Sharp requests for a motion and second to adopt. Motion made by Commissioner Cook to accept the Revised Chart of Accounts for both funds. Commissioner Ducrou seconded the motion. Chairman Mere called for any discussion. Hearing none, he called for a vote and, with all in favor, the motion passed.

Board meeting Dates for Upcoming Fiscal Year – Board meetings will remain the second Tuesday of the month at 7pm. Motion made by Commissioner Cook to accept the Board meeting Dates for Upcoming Fiscal Year. Commissioner Griffin seconded the motion. Chairman Mere called for any discussion. Hearing none, he called for a vote and, with all in favor, the motion passed.

Chairman Mere calls for Chief's Items.

Chief's Items – Legislature has indicated the limiting of Impact Fees. The State of Florida has released a scale stating districts can only go up 50% of the current value, which Bayshore has done, and is spread out over 4 years, which is 12.5%. There is currently a legislator that is drafting a bill (and there is support) to eliminate Impact Fees statewide. Fire Chiefs have been informed by lobbyists working with the districts not to rely on Impact Fees. A bill that recently passed: Change the language on the roll back rate must be a super-majority board vote. Our current roll

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back rate is 3.425 (.21% increase) as our properties stayed flat in value. Our projected 9% increase in funding is from new growth. As our rate is so low we will not be near the 110% roll back rate, we will not have an issue with super majority vote. Chief reviewed data previously sent to Commissioners. Our taxable value increased almost 100%. The audit currently being conducted by the State of Florida to some cities/counties includes increase in population and cost of living increase. However, the ability to purchase items today with 2020 dollars has increased approximately 93% to 95%. This has caused budgets across the board to increase to compensate for the loss of purchasing power. Looking at Bayshore's budget shows an increase of 54% from the 2019 budget when the department was reliant upon SAFER grants. Using the audit guidelines, it shows our growth increase at 23% and our CPI was 26%. If the State chooses to audit Bayshore, we are in line with the audit requirements on growth and increase. Some areas of the state have seen a 100% increase in their budgets in just a couple of years where we have maintained minimal growth in 7 years. No additional Chief's items. Chairman Mere called for Commissioner Items.

Commissioner Items – Commissioner Ducrou requested loaded costs for all employees to be presented to employees. Chief states once contracted raises are in place as well as new insurance rates after October 1, we will provide this to everyone. OM Sharp states we can provide a file that we have prepared for severe weather events that has this data on a single sheet for Commissioner review.

OM Sharp presented Commissioners with her Notice of Intent to retire from Bayshore Fire at the end of the fiscal year. She expressed sincere gratitude to the board for many years of working together. The board thanked Theresa for her many years of dedication and commitment to the district. Commissioner Mere and Commissioner Ducrou expressed their thanks for her service and for keeping everything running smoothly. Chief stated that, with the acceptance of this letter, the district will implement the buyout of her vacation hours as stipulated in the SOG with funds already allocated for in reserves.

Chairman Mere calls for additional Commissioner items. Hearing none, Chairman Mere calls for Public Input.

Public Input – Hearing none, Chairman Mere calls for Motion to Adjourn.

Motion to Adjourn – Commissioner Cook moves to adjourn, and motion is seconded by Commissioner Griffin and, with all in favor, meeting is adjourned at 8:10 p.m.