

BAYSHORE FIRE PROTECTION & RESCUE SERVICE DISTRICT
MINUTES OF THE BOARD OF COMMISSIONERS MEETING
September 9, 2026

Meeting called to order at 7:23 p.m. by Chairman Mere

Invocation – Commissioner Hansen

Attendees – Commissioner Griffin – Present
Commissioner Ducrou – Present
Commissioner Hansen – Present
Commissioner Cook – Present
Commission Mere – Present
Chief Doug Underwood – Present
Office Manager Susan Lindenmuth – Present
Attorney Ian Mann – Absent

Others Present: Some Public

Public Input Agenda Items – None

Minutes – Review and acceptance of the August 11, 2026 Board Meeting minutes – Motion made by Commissioner Cook to accept the minutes. Commissioner Griffin seconded the motion and, with all in favor, motion passed. Chairman Mere calls for Acceptance of August 2025 Financials.

Financial Reports – Review and Acceptance of the Financials for August 2026 - Motion made by Commissioner Hansen to accept the financials. Commissioner Ducrou seconded the motion. Chairman Mere calls for any discussion. Hearing none, he calls for vote and with all in favor, motion passed. With no further discussion offered, Chairman Mere calls for Fire Marshal Report.

Fire Marshal Report – Chief Underwood reviewed the NEIRS online portal (The National Emergency Response Information System) and its capabilities. Commissioners asked questions about data access for privacy and Chief explained that no sensitive or HIPAA related information is on the site. With no further discussion offered, Chairman Mere calls for the Administrative Report.

Administrative Report (on-file) – Chief Underwood reads the Administrative Report into the record. Chairman Mere calls for questions and hearing none, he calls for Union Petitions.

Union Petitions – Chairman Mere calls any Union Petitions and hearing none, calls for Old Business.

Old Business – None. With no Old Business, Chairman Mere calls for New Business.

New Business:

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Credit Card Acceptance Presentation – Office Manager Lindenmuth reviews the credit card presentation in the board packets. Commissioners asked questions concerning the surcharges and if customers will know what they are being charged for at the time of the transaction. OM Lindenmuth confirmed that, through the website landing page, customers will know what the surcharge will be for prior to completion of the transaction and, after reviewing and due diligence, recommended Card Systems, Inc. as the company to contract with to perform this function. OM Lindenmuth addressed the suggestion of our bank representative that we open a separate account for accounts receivable to limit access to hackers. Chairman Mere then called for a vote to allow the Chief/OM Lindenmuth to proceed with opening the additional account and to go forward with securing an agreement with Card Systems, Inc. to accept electronic payments to meet the new law that goes into effect January 1, 2027. Motion made by Commissioner Ducrou and Commissioner Hansen seconded the motion. Chairman Mere calls for any discussion. Hearing none, he calls for vote and with all in favor, motion passed.

Assessment Feasibility Study – Chief reviewed the meeting he and additional fire chiefs had concerning Amendment 3, schedule to be on the November ballot, and the alternative funding sources like special assessments. An assessment feasibility study will be needed to determine what non-ad valorem fire assessment would be available for the District. Commissioner Ducrou stated that he believes Amendment 3 will pass and it is important that, with any assessments or other available avenues for funds, provisions are put in place so that future millage rates cannot be raised without going to the public.

Memorandum of Understanding with Tax Collector – Chief explains that, should we go to a special assessment, an MOU would need to be drafted with the Lee County Tax Collector so that they will continue to collect the funds for us. Without the MOU, we would be responsible for collection.

Employee Recognition of Outstanding Assistance– Chief read the recognition letter included in board packets, recognizing FF Justin White and FF Shawn Louzao.

Chairman Mere calls for any further questions or any other new business and hearing none, calls for Chief Items.

Chief Items – Chief discussed the upcoming contractual raises of 3% for union employees. However, OM Lindenmuth and the Chief are not included. In the past, the board allowed these position to follow the same raises as the Union. Chief requested directions on this for the upcoming fiscal year. The board agreed to 3% for both, with OM Lindenmuth waiting to receive this until she completes her one-year probationary period in March, 2027. Motion made by Commissioner Ducrou and Commissioner Griffin seconded the motion. Chairman Mere calls for any discussion. Hearing none, he calls for vote and with all in favor, motion passed.

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Commissioner Items – Commissioner Ducrou requested that the financial statements presented each board meeting be reduced to just the combined financial statements to eliminate redundancy going forward. Since the Combined statements include both the General Fund and the Impact Fund, the individual fund statements would be eliminated from the monthly board packets. All supplemental documentation will remain.

Public Input – Chairman Mere thanked the members of the public that attended the meeting. He called for 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 Hansen and with none opposed, meeting is adjourned 8:32 p.m.