

**Public Hearing and Regular Meeting Minutes of the
Board of Commissioners
Cedar Hammock Fire Control District**

May 21, 2026

CALL TO ORDER

The regular meeting was called to order by Chairman Litschauer at 6:00 p.m. The following Commissioners were present: Steve Litschauer, Bill Espy, Marnie Matarese, Beth Byron-Reasoner, and John Stevens.

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Pavkovich led the invocation, which was followed by the Pledge of Allegiance.

QUORUM

Chairman Litschauer confirmed a physically present quorum for the meeting. The meeting was properly advertised.

CONSENT AGENDA

Chairman Litschauer asked if there was any discussion of the minutes or the Treasurer's report. There was no discussion.

ACTION: Commissioner Espy moved to accept the Consent Agenda. Commissioner Matarese seconded the motion. The motion passed unanimously (5-0).

SPECIAL BUSINESS

Chief Falcone presented a new firefighter and recognized two promotions.

New Hire-

Firefighter Jane Kitcher was sworn in and introduced as our newest employee.

Promotions-

Firefighter Hunter Day was promoted to the rank of Third-Class Firefighter.

Battalion Chief Matt Rose was promoted to the rank of Deputy Chief in charge of Administration.

RECESS REGULAR MEETING-

Chairman Litschauer recessed the regular meeting at 6:09pm. At 6:11pm the Public Hearing was opened.

PUBLIC HEARING / 2026-2027 PROPOSED FIRE ASSESSMENT RATES

Chairman Litschauer called the Public Hearing to order and requested verification of the Public Notice of the public hearing. Chief Falcone confirmed the meeting was properly advertised.

Chief Falcone presented Resolution 2026-01 of the Board of Fire Commissioner of The Cedar Hammock Fire Control District of Manatee County, Florida, to impose Non-Ad Valorem assessments for fiscal year 2026-2027, providing for an effective date. The resolution proposes an 8.0% increase to the Non-Ad Valorem rates according to the average growth rate in Florida personal income over the previous five years using the data provided by the Bureau of Economic Analysis.

Chairman Litschauer opened the Public Hearing for comments for the 2026-2027 Proposed Non-Ad Valorem Assessments. There were no comments.

Chairman Litschauer closed the public hearing for comments.

ACTION: Commissioner Stevens moved to adopt Resolution 2026-01, Proposed Non-Ad Valorem Assessments for fiscal year 2026-2027 as presented. Commissioner Byron-Reasoner seconded the motion. The motion passed unanimously (5-0).

CLOSE PUBLIC HEARINGS-

Chairman Litschauer adjourned the Public Hearing for the 2026-2027 Proposed Non-Ad Valorem Assessments at 06:22 pm.

RESUME REGULAR MEETING

Chairman Litschauer reconvened the regular meeting at 6:23pm.

PUBLIC COMMENTS

There were no public comments.

OLD BUSINESS

Fiscal Year 2024-2025 Financial Audit Update

Auditor Bo Slemons of CS&L presented the 2024-2025 Financial Audit. He handed out bound copies and a letter addressed to the Board of Fire Commissioners.

Mr. Slemons reported there were no changes in accounting policies and no difficulties in obtaining information for the audit. There were no disagreements or deficiencies. The document contains a clean and unmodified report.

ACTION: Commissioner Byron-Reasoner moved to accept the financial audit. Commissioner Matarese seconded the motion. The motion passed unanimously (5-0).

Fiscal Year 2026-2027 Budget Draft

Chief Falcone presented the updated budget draft. He explained the capital expenses that were included in this draft. The highlighted items were a station alerting system, station maintenance, and the final payment of the two fire engines that are projected to be delivered in the next fiscal year.

Union Negotiations Update

Chief Falcone updated the Board on the progress made in the past few meetings. The next meeting is June 22nd at Station 3.

NEW BUSINESS

Financial Account(s) Signature Forms

Chief Falcone explained that the Board would need to sign updated forms which would add Deputy Chief Matt Rose as an authorized signer for the District.

Impact Fee Resolution

Chief Falcone presented Resolution 2026-02, Resolution of the Board of Fire Commissioners of the Cedar Hammock Fire Control District confirming and continuing the fire/rescue service impact fees adopted in Resolution 2016-01; confirming impact fee rates included in Resolution 2016-01, continuing adopted findings, conclusions and recommendations set forth in the impact fee study prepared by Burton and Associates, Inc. and the application of the annual Consumer Price Index; providing for compliance with applicable Florida law; providing for severability; repealing all resolutions in conflict herewith; providing for an effective date.

ACTION: Commissioner Byron-Reasoner Matarese moved to adopt Resolution 2026-02, Impact Fees, as presented. Commissioner Matarese seconded the motion. The motion passed unanimously (5-0).

CHIEF'S REPORT

Chief Falcone mentioned two successful events that the District and CHFR Families participated in. The first was a family day Easter egg hunt at Station 3 and the other event was the Desoto Parade where an engine and Benevolent float represented the District.

Chief Falcone reminded the Commissioners of the upcoming election requirements that they would need to fulfill if they were seeking reelection.

Chief Falcone informed the Board that there were discussions with the other Technical Rescue Teams in the county about coming together as one. He also mentioned the potential creation of a Manatee County Task Force for technical rescue incidents.

COMMISSIONER'S COMMENTS

Commissioner Stevens mentioned that everything was going good.

Commissioner Byron-Reasoner congratulated the Chief and the Administrative staff on the successful financial audit. She then recommended that the staff look at doing a new impact fee study. The board discussed the options and the timeline for when a study would need to be completed. The board advised Chief Falcone to reach out to the firm that performed the last study for information on a new study.

Chairman Litschauer mentioned the upcoming hurricane preparedness expo at the Bayshore Gardens recreation Center on May 26, 2026. He thanked Chief Falcone for his attendance at recent CERT training. He also referenced the good job on the financial audit.

NEXT MEETING DATE

June 18, 2026

ADJOURNMENT

Action: Commissioner Matarese made a motion to adjourn the meeting. The motion was seconded by Commissioner Espy. The motion passed unanimously (5-0). The meeting was adjourned at 7:06 pm.



APPROVED

Chairman Steve Litschauer