

# KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT



## FY12/13 Adopted Budget

The KLFR&EMS District Mission is to provide **exceptional**  
fire protection and emergency medical services  
**efficiently and cost-effectively**  
without compromising the health or safety of residents or personnel.

KLFR&EMS District, P. O. Box 371023, Key Largo, FL 33037-1023

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2012-2013  
GENERAL FUND SUMMARY**

9/25/2012

**PROPOSED REVENUES**

*Roll- Back Rate:* 0.7901  
*Millage Rate :* **0.7900**  
*% over roll-back rate* -0.01%

Ad Valorem Taxes	\$	1,734,573
Interest Income		7,000
<b>Total Revenues</b>	<b>\$</b>	<b>1,741,573</b>

Uncommitment of funds committed for Vehicle & Equipment Replacement		200,000
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UNASSIGNED FUND BALANCE OCT 1, 2012		413,623
COMMITTED FOR VEH REPL FUND BALANCE OCT 1, 2012		1,461,976

<b>TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES</b>	<b>\$</b>	<b>3,617,172</b>
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**PROPOSED EXPENDITURES**

**Key Largo Fire/EMS District Board**

Operating Expenditures	\$	267,092
Capital Outlay		-
<b>Subtotal District Board</b>	<b>\$</b>	<b>267,092</b>

**Key Largo Fire & Rescue**

Operating Expenditures	\$	1,170,480
Capital Outlay		1,029,654
<b>Subtotal Key Largo Fire &amp; Rescue</b>	<b>\$</b>	<b>2,200,134</b>

**Key Largo Ambulance**

Operating Expenditures	\$	612,384
Capital Outlay		14,300
<b>Subtotal Key Largo EMS</b>	<b>\$</b>	<b>626,684</b>

<b>Total Expenditures</b>	<b>\$</b>	<b>3,093,910</b>
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**FUND BALANCE**

UNASSIGNED FUND BALANCE SEPT 30, 2013		219,915
COMMITTED FOR VEH REPL FUND BALANCE SEPT 30, 2013		303,347

<b>TOTAL EXPENDITURES &amp; FUND BALANCES</b>	<b>\$</b>	<b>3,617,172</b>
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**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2012-2013**  
**BUDGET DETAILS - DISTRICT**

9/25/2012

<b>Department:</b>		<b>1100</b>	<b>District Board</b>	
<b>Exp Transaction Code</b>		<b>511</b>	<i>(except as indicated below)</i>	
<b>Acct #</b>	<b>Computation / Explanation</b>			<b>FY 12-13 Adopted Budget</b>
110	Board Member Stipends			
	5 Members @ \$ 200 / month x 12 months			12,000
210	FICA Taxes: @ 7.65 % of Wages			918
<b>514.310</b>	Legal Services			
.01	Non- Litigation			50,000
	<i>Total Legal Services</i>			50,000
<b>512.311</b>	District Clerk Services			25,000
<b>513.320</b>	Accounting and Financial Services			
.01	District Audit			11,000
.02	Financial and Accounting Services			62,000
	<i>Total Accounting &amp; Financial Services</i>			73,000
400	Travel & Per Diem - Training, Seminars, Meetings			7,500
450	Insurance & Risk Management:			
	Public Position Bond			572
	General & Mgt Liability, Hired Auto and Umbrella			2,340
	<i>Total Risk Management</i>			2,912
460	Repairs & Maintenance - 4 flashing lights			1,000
470	Printing and Binding			1,500
490	General Departmental: Miscellaneous Expenses			
.01	MoCo Property Appraiser Charges			34,000
.02	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)			52,037
.03	Discretionary Expenditures			1,500
	<i>Total General Departmental</i>			87,537
411	Advertising			3,550
510	Office Supplies & Equipment			300
540	Dues, Subscriptions and Publications			1,875
	<b>Department Total</b>			<b>\$ 267,092</b>
			Total Operating Budget	267,092
			Total Capital Budget	-
			Total	267,092

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2012-2013  
BUDGET DETAILS - FIRE DEPARTMENT**

9/25/2012

		<b>Department:</b>	<b>1250</b>	<b>Key Largo Fire &amp; Rescue</b>	
		<b>Exp Transaction Code</b>	<b>522</b>	<b>(except as indicated below)</b>	
<b>Acct #</b>	<b>Computation / Explanation</b>				<b>FY 12-13 Adopted Budget</b>
120	Regular Salaries & Wages:				
	Office Manager				57,720
	Firefighter II/EMT (1)				46,042
	Firefighter II/EMT (1)				45,391
	Firefighter II/EMT (1)				42,745
	1 Supervisor Firefighter II/ Driver Operator per 24hr x 365				85,410
	<i>Total Regular Salaries &amp; Wages</i>				<b>277,308</b>
121	Volunteer Pay:				
.01	Volunteer Chief's Reimbursement				24,000
.02	Volunteer Assistant Chief's Reimbursement				21,600
.03	3 Vol. F/F @ \$120 / 24 hr. day x 365 days x 2 stations = 262,800, if all slots are filled, however, based on previous experience this line item has been decrease to be in line with actual results				241,322
.03	2 Vol. F/F Home Shift Drivers (2 per station) @ \$30 / 12 hr. shift x 365 days				21,900
.03	Base Pay for Vols., Stipends, Responders, Special Details **				22,000
	<i>Total Volunteer Pay</i>				<b>330,822</b>
140	Overtime wages				6,080
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay				46,987
220	Retirement Plan				10,000
230	Life & Health Insurance				
	Medical/Dental/Vision/Life Insurance for (4) Full Time Employees (\$500 per month each)				24,325
240	Worker's Compensation				26,560
250	Unemployment Tax				16,500

**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2012-2013**  
**BUDGET DETAILS - FIRE DEPARTMENT**

9/25/2012

		<b>Department:</b>	<b>1250</b>	<b>Key Largo Fire &amp; Rescue</b>	
		<b>Exp Transaction Code</b>	<b>522</b>	<b>(except as indicated below)</b>	
<b>Acct #</b>	<b>Computation / Explanation</b>				<b>FY 12-13 Adopted Budget</b>
312	Professional Services:				
	Firefighter Annual Physicals (\$400*50 F/F's includes TB test & Drug Testing)				20,000
	Background Checks, drug testing				1,000
	<i>Total Professional Services</i>				21,000
314	Legal Services - Non-Litigation - Reasonable Stipend				1
320	Accounting Fees (*note: Corporation pays an additional fee for accounting not reflected here.)				13,000
400	Travel & Per Diem - Training, Seminars, Meetings				10,000
401	Vehicle Reimbursement: Volunteer Chief's Command Vehicle				7,800
410	Phones, Television & Internet (Station Phones, Cell Phones, Air Cards)				
.01	Station Phones, Equipment lease and DSL- North & So. Stations				12,900
.02	Cell Phone and Air Card Svcs - (8) Phones & (2) PCS card				7,691
.03	Television Service				2,500
	<i>Total Phones</i>				23,091
412	Postage & Freight				500
430	Utilities				
.01	Electric				33,025
.02	Water (additional \$5,480 for sewer fees)				17,000
.03	Fire Hydrant Maintenance (120 Hydrants @ \$ 50 per hydrant)				6,000
.04	Propane Gas				724
	<i>Total Utilities</i>				56,749
440	Rent & Leases:				
	Station 24 Copier/Scanner/Fax Lease:				7,540
	Annual Lease Payment - DEP Station 25 Property				300
	Red Alert Incident Reporting Program support and maintenance				495
	<i>Total Rent &amp; Leases</i>				8,335

**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2012-2013**  
**BUDGET DETAILS - FIRE DEPARTMENT**

9/25/2012

Acct #	Computation / Explanation	FY 12-13 Adopted Budget
	<b>Department: 1250 Key Largo Fire &amp; Rescue</b> <b>Exp Transaction Code 522 (except as indicated below)</b>	
450	Risk Management	
	Package (Property, General & Mgmt Liability, Portable Equipment)	40,030
	Auto	16,612
	Statutory AD&D	740
	Accident and Sickness	8,644
	Umbrella Policy	1,560
	Storage Tank Liability	1,456
	<i>Total Risk Management</i>	69,042
460	Repair & Maintenance: Equipment	
	Air Packs	6,500
	Tools & Equipment	3,500
	Ground Ladders inspection	2,400
	Hurst tools inspection and maintenance	5,100
	<i>Total R&amp;M Equipment</i>	17,500
461	Repair & Maintenance: Buildings & Grounds	10,500
	Generator Preventive Maintenance Program	2,000
	Diesel fuel tank inspections both stations	2,400
	Elevator Maintenance Plan	3,500
	<i>Total R&amp;M: Buildings</i>	18,400
462	Repair & Maintenance: Vehicles (includes oil & lube)	43,425
	Aerial Truck Inspecting and Testing	1,100
	<i>Total R&amp;M Vehicles</i>	44,525
470	Printing and Binding	500
490	General Departmental: General Office & Administrative Costs	
.04	Key Largo Wastewater District Assessments	3,924
.05	Other	1,700
.06	Computer / IT Services	2,500
.07	Payroll Processing Fees	700
	<i>Total General Departmental</i>	8,824

**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2012-2013**  
**BUDGET DETAILS - FIRE DEPARTMENT**

9/25/2012

		Department:	1250	Key Largo Fire & Rescue	
		Exp Transaction Code	522	<i>(except as indicated below)</i>	
<b>Acct #</b>	<b>Computation / Explanation</b>				<b>FY 12-13 Adopted Budget</b>
491	Training - Instructor Fees, Education, Student Text and Fire Prevention				
.01	In-house training (Instructor Fees)				10,000
.02	WET Team Training				1,600
.03	Fire Prevention (KLVFD Only)				4,900
.04	Seminar Fees & Education & Text Books				5,500
.05	KAPLAN online education (50 firefighters @ \$60 per student)				3,000
	<i>Total Training</i>				25,000
510	Office Supplies				4,725
520	Operating Supplies				
.01	Fire Ground Safety				6,300
.02	Daily Operating/Maintenance Supplies				6,628
.03	Medical Supplies & Equipment				4,000
.04	Command Vehicle Computer Software				2,200
.05	Station Cleaning/Housekeeping Supplies				7,144
.06	Firefighting Gear (10 sets of Bunker Gear)				26,386
.07	Clothing, Apparel				8,200
.08	Firefighting Foam or suppression agent				9,500
	<i>Total Operating Supplies</i>				70,358
521	Fuel: Gasoline				7,670
522	Fuel: Diesel				22,878
540	Dues, Subscriptions and Publications				2,000
630	Capital Outlay: Infrastructure Improvements				
	10 Fire Hydrants (\$6,050 per hydrant + 5% admin fee)				63,525
	<i>Total Capital Outlay: Infrastructure Improvements</i>				63,525
640	Capital Outlay: Equipment - Hurst Tool				5,000

**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2012-2013**  
**BUDGET DETAILS - FIRE DEPARTMENT**

9/25/2012

		<b>Department:</b>	<b>1250</b>	<b>Key Largo Fire &amp; Rescue</b>	
		<b>Exp Transaction Code</b>	<b>522</b>	<b>(except as indicated below)</b>	
<b>Acct #</b>	<b>Computation / Explanation</b>				<b>FY 12-13 Adopted Budget</b>
641	Capital Outlay: Vehicles - Squad 24				
	Rescue Pumper - Squad 24				99,629
	Tanker Pumper				259,000
	Ladder				600,000
	<i>Total Capital Outlay: Vehicles</i>				958,629
642	Capital Outlay: Small Tools & Equipment				
	Various Hose, Tools, Equipment >\$1,000 but < \$ 2,500 per each item and a useful life of 1 year or more				2,500
				<b>Department Total</b>	<b>\$ 2,200,134</b>
				Total Operating Budget	1,170,480
				Total Capital Budget	1,029,654
				Total	2,200,134

\*\* = Monthly - \$150 FFI, \$175 FFII, Stipends per responder \$30 per call or \$15 for responding but not working a fire



**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2012-2013**  
**BUDGET DETAILS - AMBULANCE CORP**

9/25/2012

Acct #	Computation / Explanation	FY 12-13 Adopted Budget
120	Regular Salaries & Wages:	
	Administrative (1 Position)	45,000
	Paramedic Payroll	274,609
	<i>Less: EMS Income Applied to Offset Reimbursement</i>	<i>(195,535)</i>
	<i>Total Paramedic Payroll Reimbursement</i>	<i>79,074</i>
	<i>Total Regular Salaries &amp; Wages</i>	<i>124,074</i>
121	Volunteer Pay: Volunteer Reimbursement	141,280
140	Overtime Wages	10,783
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	36,083
220	Retirement Contributions (Administrative 1 position & members)	12,000
230	Life & Health Insurance	
	Administrative (1 position)	10,500
240	Worker's Compensation	
	Worker's Compensation (All Members including Administrative position)	22,547
250	Unemployment Tax (State/Federal)	220
312	Professional Services:	
.02	Medical Director	18,000
314	Legal Services (any additional - requires board approval)	1
320	Accounting and Financial Services	8,500
400	Travel & Per Diem - Training, Seminars, Meetings - 2 members to Expo	4,500
410	Phones - Station Phones, Cell Phones & Internet	
	Station Phones: (4 phone & 2 fax lines)	2,600
	Wireless Air Cards	2,400
	DSL for Station	2,200
	<i>Total Phones</i>	<i>7,200</i>

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2012-2013  
BUDGET DETAILS - AMBULANCE CORP**

9/25/2012

<b>Acct #</b>	<b>Computation / Explanation</b>	<b>FY 12-13 Adopted Budget</b>
411	Advertising	200
412	Postage & Freight	500
430	Utilities	
.05	Electric & Propane	8,000
.06	Water	4,000
	<i>Total Utilities</i>	12,000
440	Rental Equipment - O2 rental bottles	2,220
450	Insurance & Risk Management	
	Fire/Wind/Flood	26,324
	Auto & Umbrella	12,186
	Disability Insurance (All Members)	5,326
	<i>Total Insurance &amp; Risk Management</i>	43,836
460	Repair & Maintenance: Equipment	20,575
461	Repair & Maintenance: Buildings	9,380
462	Repair & Maintenance: Vehicles (includes oil & lube) 10% aging fleet	16,500
470	Printing and Binding	500
490	General Departmental: Miscellaneous Expenses	
.08	Computer R&M (includes \$1,000 for backup)	5,000
.09	Records Maintenance & Disposal	1,000
.10	Employee Assistance Program (program through AETNA aprx \$2 per month per member)	1,100
.11	Licenses & Permits	1,750
.12	Membership & Retention	2,500
.13	Employee Drug Testing thru Keys Consortium (includes 4 random/month)	2,360
.14	Key Largo Wastewater District Assessment	1,675
	<i>Total General Departmental</i>	15,385

**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2012-2013**  
**BUDGET DETAILS - AMBULANCE CORP**

9/25/2012

Acct #	Computation / Explanation	FY 12-13 Adopted Budget
491	Training - Instructor Fees, Education	
.08	ClinCon or EMS Expo - 4 personnel	2,600
.10	Misc. Training/Books	700
.11	PALS	2,400
.13	Zoll Summit - 2 personnel	1,800
.14	Crystal Reports - PCR training	900
	<i>Total Training</i>	8,400
510	Office Supplies	3,200
520	Operating Supplies	
.09	Station Supplies: Ambulance & Building	6,000
.10	Medical Supplies-Bandages/First Aid/Drip Sets	44,500
.11	Uniforms, Clothing and Apparel, Membership Supplies	4,000
	<i>Total Operating Supplies</i>	54,500
522	Fuel: Diesel	15,000
524	Medicine & Drugs	
	Supplies: Medicine & Controlled Substances	14,250
540	Dues, Subscriptions and Publications	250
620	Capital Outlay: Buildings	
	Painting of building	8,900
		8,900
640	Capital Outlay: Equipment	
	Computer server and equipment replacements	5,400
	<i>Total Capital Outlay: Equipment</i>	5,400
	<b>Department Total</b>	<b>\$ 626,684</b>
	Total Operating Budget	612,384
	Total Capital Budget	14,300
	Total	626,684

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
VEHICLE REPLACEMENT FUNDING ANALYSIS  
FY12-13**

9/25/2012

Year	Beginning Balance	Contributions	Purchases & Other Distributions	Ending Balance	Vehicle to be Replaced
09/30/12	\$ 1,753,225	\$ 12,023	\$ (303,272)	\$ 1,461,976	pumper 75%
09/30/13	\$ 1,461,976	\$ -	\$ (1,158,629)	\$ 303,347	pumper 25%/Tanker/Ladder/ Transfer Out
09/30/14	\$ 303,347	\$ 125,000	\$ (270,000)	\$ 158,347	2 ambulances (new in 2002, 2003)
09/30/15	\$ 158,347	\$ 175,000	\$ -	\$ 333,347	
09/30/16	\$ 333,347	\$ 225,000	\$ -	\$ 558,347	
09/30/17	\$ 558,347	\$ 275,000	\$ -	\$ 833,347	
09/30/18	\$ 833,347	\$ 275,000	\$ (965,000)	\$ 143,347	engine 24, engine 25
09/30/19	\$ 143,347	\$ 250,000	\$ (360,000)	\$ 33,347	ambulance (new in 2008), Cascade
09/30/20	\$ 33,347	\$ 250,000	\$ -	\$ 283,347	
09/30/21	\$ 283,347	\$ 250,000	\$ -	\$ 533,347	
09/30/22	\$ 533,347	\$ 250,000	\$ (135,000)	\$ 648,347	ambulance (new in 2011)
09/30/23	\$ 648,347	\$ 250,000	\$ -	\$ 898,347	

Equipment/Vehicle Type	Dept	Make	Unit #	Year New	Service Life	Replace Year	Years to Replacement	Estimated Replacement Cost (updated for FY12/13 Budget)
Technical Rescue Pumper	Fire Rescue	Salsbury	SQUAD-24	1994	19	2013	0	399,000
Tanker/Pumper	Fire Rescue	Boardman	TANKER-24	1993	20	2013	0	265,000
80' Ladder / Pumper	Fire Rescue	E-One	LADDER-24	1988	26	2013	0	600,000
Class A Engine	Fire Rescue	Pierce	ENGINE-25	2001	17	2018	5	475,000
Class A Engine	Fire Rescue	Pierce	ENGINE-24	2001	17	2018	5	490,000
Cascade Air Fill & Lighting Truck	Fire Rescue	Ford-Pierce	AIR-24	2002	17	2019	6	225,000
Dive Rescue Van	Fire Rescue	EVI - International Durastar	WATER RESCUE-25	2009	15	2024	11	255,000
Type III Ambulance	EMS			2002	11	2013	0	135,000
Type III Ambulance	EMS			2003	11	2014	1	135,000
Type III Ambulance	EMS			2008	11	2019	6	135,000
Type III Ambulance	EMS	2009 Ford Chassis		2011	11	2022	9	135,000