



**KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT**

Seat 1: Tony Allen; Seat 2: Jennifer Miller; Seat 3: George Mirabella; Seat 4: Bob Thomas; Seat 5: Marilyn Beyer

# Check Request

VENDOR:  
Key Largo Volunteer Fire Department  
Key Largo, FL 33037

DATE: 5/20/13

### CHECK DISPOSITION

Mail: \_\_\_\_\_ Hold for Pickup: \_\_\_\_\_ Return to Staff:   x  

Invoice #	Account Number	Amount
Funds Advance	155.100 Prepaid Expenses – F.D. Advance	\$25,000.00
TOTAL :		\$25,000.00

**DESCRIPTION:**

Advancement of funds for start up of newly formed Fire Department to cover payroll during the transition/start up process.

DEPARTMENT HEAD APPROVAL

BOARD APPROVAL

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Finance Dept Use Only:

Date Received: \_\_\_\_\_

Finance Review and Approval: \_\_\_\_\_

Processed: Date: \_\_\_\_\_ By: \_\_\_\_\_



# Check Request

VENDOR:  
Key Largo Volunteer Fire Department  
Key Largo, FL 33037

DATE: 5/20/13

### CHECK DISPOSITION

Mall: \_\_\_\_\_ Hold for Pickup: \_\_\_\_\_ Return to Staff:   x  

Invoice #	Account Number	Amount
Funds Advance	155.100 Prepaid Expenses - F.D. Advance	\$25,000.00
TOTAL :		\$25,000.00

### DESCRIPTION:

Advancement of funds for start up of newly formed Fire Department to cover payroll during the transition/start up process.

DEPARTMENT HEAD APPROVAL

BOARD APPROVAL

*[Signature]*  
\_\_\_\_\_

\_\_\_\_\_

*Donall Bal 5/15/13*

Finance Dept Use Only:

Date Received: \_\_\_\_\_

Finance Review and Approval: \_\_\_\_\_

Processed: Date: \_\_\_\_\_ By: \_\_\_\_\_

**KLVFR**  
**Payroll Expense Analysis FY13**

	10/13/2012	10/28/2012	11/20/2012	11/30/2012	12/9/2012	12/25/2012	1/15/2013	1/19/2013	2/12/2013	2/26/2013	3/12/2013	3/28/2013	4/1/2013	4/25/2013	5/7/2013	Total
<b>office</b>	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 2,220.00	\$ 33,300.00
<b>full time FF</b>	\$ 5,297.76	\$ 4,759.71	\$ 5,486.30	\$ 4,835.99	\$ 6,401.28	\$ 4,946.40	\$ 8,063.38	\$ 4,799.47	\$ 5,645.16	\$ 6,049.65	\$ 5,441.76	\$ 5,013.24	\$ 5,842.80	\$ 5,007.48	\$ 6,049.08	\$ 83,639.46
<b>part time FF</b>	\$ 3,251.25	\$ 3,746.25	\$ 3,197.25	\$ 2,979.30	\$ 3,818.25	\$ 3,564.00	\$ 3,395.50	\$ 3,526.00	\$ 3,569.00	\$ 3,621.50	\$ 3,329.00	\$ 3,445.00	\$ 4,095.00	\$ 2,816.00	\$ 2,917.24	\$ 51,270.54
<b>overtime</b>	\$ -	\$ 762.71	\$ -	\$ 888.10	\$ -	\$ 193.36	\$ -	\$ 1,987.00	\$ -	\$ 1,659.31	\$ 589.52	\$ -	\$ -	\$ -	\$ -	\$ 6,080.00
<b>payroll taxes</b>	\$ 823.83	\$ 878.90	\$ 834.12	\$ 835.64	\$ 951.63	\$ 835.66	\$ 1,046.44	\$ 958.74	\$ 874.71	\$ 1,036.61	\$ 885.89	\$ 816.89	\$ 930.05	\$ 768.33	\$ 855.76	\$ 13,333.20
<b>payroll processing</b>																
<b>fees QB</b>	\$ 17.50	\$ 14.60	\$ 14.60	\$ 14.60	\$ 16.05	\$ 14.60	\$ 14.60	\$ 19.05	\$ 14.60	\$ 14.60	\$ 20.50	\$ 18.95	\$ 14.60	\$ 16.05	\$ 19.05	\$ 243.95
<b>Total</b>	\$ 11,610.34	\$ 12,382.17	\$ 11,752.27	\$ 11,773.63	\$ 13,407.21	\$ 11,774.02	\$ 14,739.92	\$ 13,510.26	\$ 12,323.47	\$ 14,601.67	\$ 12,486.67	\$ 11,514.08	\$ 13,102.45	\$ 10,827.86	\$ 12,061.13	\$ 187,867.15

Average Bi-Weekly \$ 12,524.48  
Average Monthly \$ 25,048.95