

# KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT



## FY10/11 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 2010-2011  
SUMMARY OF ALL FUNDS**

9/21/2010

Millage Per \$ 1,000

.7890 - 11.18% BELOW ROLLBACK
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	GENERAL FUND	VEHICLE & EQUIPMENT REPLACEMENT FUND	TOTAL BUDGET
<b><u>ESTIMATED REVENUES</u></b>			
Ad Valorem Taxes	\$ 1,834,245	-	\$ 1,834,245
Interest Income	35,000	-	35,000
<b>TOTAL REVENUES</b>	<u>\$ 1,869,245</u>	<u>-</u>	<u>\$ 1,869,245</u>
<b>OTHER FINANCING SOURCES:</b>			
Transfers In:	580,000	-	580,000
Fund Balance October 1, 2010	<u>\$ 503,882</u>	<u>\$ 1,882,500</u>	<u>\$ 2,386,382</u>
<b>TOTAL REVENUES, FUND BALANCE, RESERVES AND OTHER FINANCING SOURCES</b>	<u><u>\$ 2,953,127</u></u>	<u><u>\$ 1,882,500</u></u>	<u><u>\$ 4,835,627</u></u>
<b><u>EXPENDITURES</u></b>			
<b>Departments:</b>			
District Board	\$ 321,801	\$ -	\$ 321,801
Key Largo Fire & Rescue	1,756,034	-	1,756,034
Key Largo Ambulance	701,121	-	701,121
<b>Total Department Expenditures</b>	<u>2,778,956</u>	<u>-</u>	<u>2,778,956</u>
<b>OTHER FINANCING USES:</b>			
Transfers Out:	-	580,000	580,000
Fund Balance September 30, 2011	<u>174,171</u>	<u>1,302,500</u>	<u>1,476,671</u>
<b>TOTAL EXPENDITURES, FUND BALANCE, RESERVES AND OTHER FINANCING USES</b>	<u><u>\$ 2,953,127</u></u>	<u><u>\$ 1,882,500</u></u>	<u><u>\$ 4,835,627</u></u>

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2010-2011  
GENERAL FUND SUMMARY**

9/21/2010

**PROPOSED REVENUES**

*Prior Year Millage Rate:* 0.7768  
*2010 Gross Taxable Value:* \$ 2,447,128,146  
*Millage Rate :* **0.7890**

Ad Valorem Taxes (at 95% collection)	\$	1,834,245
Interest Income		35,000
<b>Total Revenues</b>	<b>\$</b>	<b>1,869,245</b>

**OTHER FINANCING SOURCES**

**Transfers In**

Transfer from Vehicle & Equipment Replacement Fund		580,000
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PROJECTED FUND BALANCE OCT 1, 2010	\$	503,882
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<b>TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES</b>	<b>\$</b>	<b>2,953,127</b>
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**PROPOSED EXPENDITURES**

**Key Largo Fire/EMS District Board**

Operating Expenditures	\$	320,801
Capital Outlay		1,000
<b>Subtotal District Board</b>	<b>\$</b>	<b>321,801</b>

**Key Largo Fire & Rescue**

Operating Expenditures	\$	1,291,534
Capital Outlay		464,500
<b>Subtotal Key Largo Fire &amp; Rescue</b>	<b>\$</b>	<b>1,756,034</b>

**Key Largo Ambulance**

Operating Expenditures	\$	539,975
Capital Outlay		161,146
<b>Subtotal Key Largo EMS</b>	<b>\$</b>	<b>701,121</b>

<b>Total Expenditures</b>	<b>\$</b>	<b>2,778,956</b>
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**OTHER FINANCING USES**

**Transfers Out**

Transfer to Vehicle & Equipment Replacement Fund		-
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FUND BALANCE SEP 30, 2011		174,171
6% OF TOTAL EXPENDITURES		174,171

<b>TOTAL EXPENDITURES, FUND BALANCES AND OTHER FINANCING USES</b>	<b>\$</b>	<b>2,953,127</b>
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**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2010-2011  
GENERAL FUND SUMMARY**

9/21/2010

Department: 1100 District Board  
Exp Transaction Code 511 (except as indicated below)

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
110	Board Member Stipends 5 Members @ \$ 200 / month x 12 months	12,000
120	District Administrator Wages	40,000
210	FICA Taxes: @ 7.65 % of Wages	3,978
514.310	Legal Services	50,000
512.311	District Clerk Services	25,000
513.320	Accounting and Financial Services	
	District Audit	10,000
	District Single Audit	-
	Financial and Accounting Services	62,000
	<i>Total Accounting &amp; Financial Services</i>	<i>72,000</i>
400	Travel & Per Diem - Training, Seminars, Meetings	8,000
450	Insurance & Risk Management:	
	Public Position Bond	505
	General & Mgt Liability, Hired Auto and Umbrella	2,000
	<i>Total Risk Management</i>	<i>2,505</i>
460	Repair & Maintenance: Equipment	-
470	Printing and Binding	1,500
490	General Departmental: Miscellaneous Expenses	
	MoCo Property Appraiser Charges	46,491
	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)	55,027
	Bank Service Charges	100
	Key Largo Wastewater District Assessments	
	Miscellaneous Expenditures	1,000
	<i>Total General Departmental</i>	<i>102,618</i>
411	Advertising	3,000
412	Postage & Freight	100
510	Office Supplies	-
540	Dues, Subscriptions and Publications	1,100
643	Capital Outlay: District Computer	1,000

**Department Total    \$    321,801**

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2010-2011  
GENERAL FUND SUMMARY**

9/21/2010

Department: 1250 Key Largo Fire & Rescue  
Exp Transaction Code 522 (except as indicated below)

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
120	Regular Salaries & Wages: <b>Please see Fire Dept. Step Plan Handout</b>	
	Office Manager (@ Step Plan - Year 10 Oct 2010-Sept 2011)	56,160
	Firefighter II/EMT (1) (@ Step Plan - Year 3 Oct 10-Feb 11 / Year 4 Mar 11-Sep 11)	43,564
	Firefighter II/EMT (1) (@ Step Plan - Year 2 Oct. 10-Jul 11 / Year 3 Aug 11-Sep 11)	42,756
	Firefighter II/EMT (1) (@ Step Plan - Year 1- Dec 10-Sep 11)	40,215
	<i>Total Regular Salaries &amp; Wages</i>	182,695
121	Volunteer Pay:	
	Volunteer Chief's Reimbursement	24,000
	Volunteer Assistant Chief's Reimbursement	21,600
	Volunteer/Line Officer Reimbursement	432,608
	<i>Total Volunteer Pay</i>	478,208
140	Overtime wages	3,000
	<i>Total Overtime Wages</i>	3,000
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	50,789
230	Life & Health Insurance-awaiting next years quote from BCBS Agent	
	Medical/Dental/Vision/Life Insurance for (4) Full Time Employees	36,000
	<i>Total Life &amp; Health Insurance</i>	36,000
240	Worker's Compensation-Awaiting next years quote from PGIT	
	Premium	29,100
	Audit Premium	3,500
	<i>Total Workers Compensation</i>	32,600
250	Unemployment Tax	13,000
312	Professional Services:	
	Firefighter Annual Physicals (\$402.65*50 F/F's includes TB test & Drug Testing)	20,133
	Background Checks, drug testing	1,000
	<i>Total Professional Services</i>	21,133
320	Accounting and Financial Services	
	Accounting Fees (*note: Corporation pays an additional fee for accounting not reflected here.)	10,000
	<i>Total Accounting &amp; Financial Services</i>	10,000
400	Travel & Per Diem - Training, Seminars, Meetings	14,000
401	Vehicle Reimbursement: Volunteer Chief's Command Vehicle	7,800

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2010-2011  
GENERAL FUND SUMMARY**

9/21/2010

Department: 1250 Key Largo Fire & Rescue  
Exp Transaction Code 522 (except as indicated below)

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
410	Phones - Station Phones, Cell Phones	
	Station Phones, Equipment lease and DSL- North & So. Stations	12,900
	Television Service	1,650
	Nextel Communications - (6) Phones & (1) PCS card	5,091
	<i>Total Phones</i>	19,641
430	Utilities	
	Electric	32,000
	Water	11,520
	Due to Monroe County (back utility bills)	76,957
	Fire Hydrant Maintenance (120 Hydrants @ \$ 50/mo per hydrant)	6,000
	<i>Total Utilities</i>	126,477
440	Rent & Leases:	
	Station 24 Copier Lease:	8,400
	Annual Lease Payment - DEP Station 25 Property	300
	Red Alert Incident Reporting Program support and maintenance	495
	<i>Total Rent &amp; Leases</i>	9,195
450	Risk Management	
	Package (Property, General & Mgmt Liability, Portable Equipment	50,423
	Auto	18,332
	Statutory AD&D	525
	Accident and Sickness	7,144
	Umbrella Policy	1,431
	Storage Tank Liability	1,286
	<i>Total Risk Management</i>	79,141
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

**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2010-2011**  
**GENERAL FUND SUMMARY**

9/21/2010

**Department: 1250 Key Largo Fire & Rescue**  
**Exp Transaction Code 522 (except as indicated below)**

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
461	Repair & Maintenance: Buildings & Grounds	8,500
	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>	16,400
462	Repair & Maintenance: Vehicles (includes oil & lube)	27,750
	Aerial Truck Inspecting and Testing	1,100
	<i>Total R&amp;M Vehicles</i>	28,850
470	Printing and Binding	1,000
490	General Departmental: General Office & Administrative Costs	4,900
	Key Largo Wastewater District Assessments	2,580
	<i>Total General Departmental</i>	7,480
491	Training - Instructor Fees, Education, Student Text and Fire Prevention	
	In-house training (Instructor Fees)	10,000
	Off-site training (Seminar Fees & Education & Text Books)	5,500
	Fire Prevention (KLVFD Only)	4,900
	WET Team Training	5,000
	<i>Total Training</i>	25,400
412	Postage & Freight	500
510	Office Supplies	4,725
520	Operating Supplies	
	Station Cleaning Supplies	7,500
	Firefighting Gear	52,200
	Clothing, Apparel-increase for honor guard apparel	9,200
	Misc. Supplies and Expenses	2,500
	Firefighting Foam or suppression agent	9,600
	<i>Total Operating Supplies</i>	81,000
521	Fuel: Gasoline	5,000
522	Fuel: Diesel	18,000

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
 FY 2010-2011  
 GENERAL FUND SUMMARY**

9/21/2010

**Department:** 1250 Key Largo Fire & Rescue  
**Exp Transaction Code** 522 *(except as indicated below)*

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
540	Dues, Subscriptions and Publications	2,000
630	Capital Outlay: Infrastructure Improvements Sewer Lateral	8,000
641	Capital Outlay: Vehicles - Squad 24	445,000
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	7,500
643	Capital Outlay: Computer Hardware and Software RED ALERT INCIDENT REPORTING SYSTEM UPGRADE	4,000

**Department Total \$ 1,756,034**



**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2010-2011**  
**GENERAL FUND SUMMARY**

9/21/2010

**Department: 1300 Key Largo Ambulance/EMS**  
**Exp Transaction Code 526 (except as indicated below)**

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
120	Regular Salaries & Wages:	
	Administrative (1 Position)	45,000
	Paramedic Payroll	259,003
	<i>Less: EMS Income Applied to Offset Reimbursement</i>	<i>(205,535)</i>
	<i>Total Paramedic Payroll Reimbursement</i>	<i>53,468</i>
	<i>Total Regular Salaries &amp; Wages</i>	<i>98,468</i>
121	Volunteer Pay: Volunteer Reimbursement	128,000
140	Overtime Wages	15,000
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	20,000
220	Retirement Contributions	4,500
230	Life & Health Insurance	
	Administrative (1 position)	10,000
	Disability Insurance (All Members)	5,326
	<i>Total Life &amp; Health Insurance</i>	<i>15,326</i>
240	Worker's Compensation Worker's Compensation (All Members including Administrative position)	20,000
250	Unemployment Tax (State/Federal)	420
312	Professional Services: Medical Director	18,000
320	Accounting and Financial Services: Accounting Fees	10,000
400	Travel & Per Diem - Training, Seminars, Meetings	3,000
410	Phones - Station Phones, Cell Phones	
	Station Phones: (4 phone & 2 fax lines)	2,600
	Wireless Air Cards	2,400
	DSL for Station	1,500
	<i>Total Phones</i>	<i>6,500</i>
411	Advertising	1,500
412	Postage & Freight	750

**KEY LARGO FIRE RESCUE AND EMS DISTRICT**  
**FY 2010-2011**  
**GENERAL FUND SUMMARY**

9/21/2010

Department: 1300 Key Largo Ambulance/EMS  
Exp Transaction Code 526 (except as indicated below)

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
430	Utilities	
	Electric & Propane	11,800
	Water	1,000
	<i>Total Utilities</i>	12,800
440	Rental Equipment - O2 rental bottles	2,500
450	Insurance & Risk Management	
	Fire/Wind/Flood	27,822
	Auto & Umbrella	10,229
	<i>Total Insurance &amp; Risk Management</i>	38,051
460	Repair & Maintenance: Equipment	21,000
461	Repair & Maintenance: Buildings	
	Repairs & Maintenance	8,500
	Cleaning	3,600
	<i>Total Repair &amp; Maintenance Buildings</i>	12,100
462	Repair & Maintenance: Vehicles (includes oil & lube) 10% aging fleet	15,000
470	Printing and Binding	3,000
490	General Departmental: Miscellaneous Expenses	
	Licenses & Permits	1,750
	Bank Fees	210
	Records Maintenance & Disposal	1,000
	Computer R&M (includes \$1,000 for backup)	3,000
	Membership & Retention	2,500
	Key Largo Wastewater District Assessments	1,675
	<i>Total General Departmental</i>	10,135
491	Training - Instructor Fees, Education	
	The Advance Airway Class - U of M	3,800
	ACLS	3,500
	Zoll TabletPCR 5-day Summit	2,200
	ClinCon or EMS Expo - 4 personnel	2,400
	12 Lead Stemi Class - U of M	3,500
	Misc. Training/Books	700
	<i>Total Training</i>	16,100

**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2010-2011  
GENERAL FUND SUMMARY**

9/21/2010

Department: 1300 Key Largo Ambulance/EMS  
Exp Transaction Code 526 (except as indicated below)

Acct #	Computation / Explanation	FY 10-11 Adopted Budget
510	Office Supplies	2,000
520	Operating Supplies	
	Station Supplies: Ambulance & Building	5,000
	Uniforms, Clothing and Apparel, Membership Supplies	3,575
	Medical Supplies-Bandages/First Aid/Drip Sets	40,000
	<i>Total Operating Supplies</i>	48,575
522	Fuel: Diesel	8,000
524	Medicine & Drugs	
	Supplies: Medicine & Controlled Substances	9,000
540	Dues, Subscriptions and Publications	250
620	Capital Outlay: Buildings	
	Building Repairs- sewer lateral	16,000
640	Capital Outlay: Equipment	
	Radio Charges/Pagers	6,396
	Airway training mannequins	3,750
	<i>Total Capital Outlay: Equipment</i>	10,146
641	Capital Outlay: Vehicles Ambulance	135,000

**Department Total \$ 701,121**

KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2010-2011

9/21/2010

VEHICLE AND EQUIPMENT REPLACEMENT RESERVE FUND

REVENUES	\$	-
<b>OTHER FINANCING SOURCES</b>		
Transfers In:		
	From General Fund	-
	<b>Subtotal Other Financing Sources</b>	-
FUND BALANCE OCT 1, 2010		1,882,500
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<b>TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES</b>	<b>\$</b>	<b>1,882,500</b>
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EXPENDITURES	\$	-
<b>OTHER FINANCING USES</b>		
Transfers Out:		
	To General Fund: For EMS Vehicle Purchase	135,000
	To General Fund: For Fire Vehicle Purchase	445,000
	<b>Subtotal Other Financing Sources</b>	580,000
FUND BALANCE SEP 30, 2011		
	Reserved for Vehicle and Equipment Replacement	1,302,500
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<b>TOTAL EXPENDITURES, FUND BALANCE AND OTHER FINANCING USES</b>	<b>\$</b>	<b>1,882,500</b>
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**KEY LARGO FIRE RESCUE AND EMS DISTRICT  
FY 2010-2011  
VEHICLE AND EQUIPMENT REPLACEMENT RESERVE FUND**

Equipment/Vehicle Type	Dept	Make	Unit #	Year New	Service Life	Replace Year	Years to Replacement	Estimated Replacement Cost (updated for FY10/11 Budget)
Dive Rescue Van	Fire Rescue	EVI - International Durastar	WATER RESCUE-25	2009	12	2021	10	339,000
Technical Rescue Pumper	Fire Rescue	Salsbury	SQUAD-24	1994	17	2011	17	445,000
Tanker/Pumper	Fire Rescue	Boardman	TANKER-24	1993	19	2012	1	375,000
80' Ladder / Pumper	Fire Rescue	E-One	LADDER-24	1988	25	2013	2	1,000,000
Class A Engine	Fire Rescue	Pierce	ENGINE-25	2001	15	2016	5	525,000
Class A Engine	Fire Rescue	Pierce	ENGINE-24	2001	16	2017	6	540,000
Cascade Air Fill & Lighting Truck	Fire Rescue	Ford-Pierce	AIR-24	2002	16	2018	7	295,000
Type III Ambulance	EMS			2000	11	2011	0	135,000
Type III Ambulance	EMS			2002	10	2012	1	135,000
Type III Ambulance	EMS			2003	10	2013	2	135,000
Type III Ambulance	EMS			2008	8	2016	5	135,000