



**KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT**  
*Seat 1: William A. Andersen; Seat 2: Jennifer Miller; Seat 3: Mark Wheaton,  
Seat 5: Marilyn Beyer*

**BUDGET WORKSHOP MEETING MINUTES - DRAFT**  
**JULY 25 2011**

**1. AGENDA**

**1.A. Call to Order**

Chairman Andersen called the meeting to order at 6:01 p.m.

Also present were: Don Bock, Vicky Fay, Ronnie Fell, Sergio Garcia, Mike Jenkins, Scott Robinson, Peter Rosasco, Theron Simmons, Bruce Stoll, and Jennifer Zimmer. The meeting was held at Station #24.

**1.B. Pledge of Allegiance**

Commissioner Miller led the Pledge of Allegiance.

**1.C. Roll Call**

Vicky Fay called the roll. The following Commissioners were present: William Andersen, Marilyn Beyer, Jennifer Miller and Mark Wheaton. There was a quorum.

**1.D. Approval of Agenda**

**Motion:** Commissioner Miller made a motion to ***approve the agenda***. This motion was seconded by Commissioner Beyer, and the Board unanimously passed the motion.

**2. Public Comment**

No requests were received from the General Public to address the Board.

**3. Discussion: KLFR&EMS 2011-2012 Proposed Budget**

Finance decreased the transfer in to the vehicle replacement fund by one-half. It will need to increase in future years to fund the Vehicle Replacement Schedule appropriately. Peter Rosasco requested direction from the District Board on what they would like the final millage to be. The District Board would like to achieve roll-back, which is 0.8559. The Commissioners reviewed the budgets as follows:

District Budget

Acct 410 Phones: \$1,560 needs to be added to the for the District Administrator's cell phone. Commissioner Miller asked if the plan can be lowered.

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.



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

*Seat 1: William A. Andersen; Seat 2: Jennifer Miller; Seat 3: Mark Wheaton,  
Seat 5: Marilyn Beyer*

### **3. Discussion: KLFR&EMS 2011-2012 Proposed Budget (Continued)**

#### KLVAC Budget

Acct121 Volunteer Pay: Commissioner Wheaton requested the Volunteer Reimbursement to remove \$17,194 (minimum wage calculation, which results in a \$148,000. This will also affect the Employer Payroll Tax and Workman's Compensation. Commissioner Wheaton asked for additional information at the next meeting.

Acct 314 Legal Services: Jennifer Zimmer indicated \$500 per mo x 12 = \$6,000.00. Commissioners Beyer and Miller requested it be capped at \$5,000.00

Acct 410 Phones: The Wireless Air Cards are for the ambulances. Last year they were included in the total. Rosasco asked the Corps to look at the projected expenses.

Acct 320 Accounting Fees: The Corps expects the fees to be about \$6,500 this year, and the Corp will review this item.

Acct 461 Building Repairs: Commissioner Wheaton suggested only pressure-cleaning the building in FY 11-12 and painting the building in FY 12-13.

Acct 462 Vehicle Maintenance: Chief Bock reported there is a transmission leak in the ambulance. Commissioner Wheaton will check the ambulance.

Acct 520 Operating Supplies: The \$10,000 increase in Medical Supplies is due to the increase in cost by suppliers.

Acct 522 Diesel: The Diesel is projected at \$14,000 for this fiscal year.

Acct 640 Capital Equipment: The Inventory System is for all medical supplies. This is a scanner system. This item will be removed from the budget this year.

Acct 640 Capital Equipment: The Corps would like to install cabinets where there is a seat because the newest ambulance does not have these cabinets.

#### KLVPD Budget

Acct 120/121 Salaries/Wages: The new firefighter position should be removed, which will reduce payroll expenses, medical benefits, and unemployment taxes.

Acct 121 Salaries/Wages: Commissioner Andersen said he does not feel it is the mission of the district to pay the board members. \$16,800 was removed from the account.

Acct 314 Legal Services: This does not include any department expenses associated with the Lawsuit.

Acct 320 Accounting Fees: This was increased by \$3,000. Mike Jenkins will meet with Keys Accounting regarding the charges.

Acct 460 Equipment Repair: The projection is low for the current year.

Acct 630 Infrastructure Capital: The Fire Hydrants cost will be changed from \$150,000 to \$75,000. Theron Simmons reported FCAA is willing to do everything for us. Based upon current FCAA projections, the costs may be further reduced to \$60,500.00.

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.



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

*Seat 1: William A. Andersen; Seat 2: Jennifer Miller; Seat 3: Mark Wheaton,  
Seat 5: Marilyn Beyer*

### **3. Discussion: KLFR&EMS 2011-2012 Proposed Budget (Continued)**

#### KLKFD Budget (Continued)

Chief Garcia reported the department has applied for a grant to purchase additional extrication equipment. The department does bill for Hazmat. It is better to pass the cost of the false alarms to the individual/business creating the problem rather than having the taxpayers pay for it. Commissioner Beyer asked if there is a standard ordinance for false alarms, and requested Linda pull a report to identify where there are multiple calls for the same address. Based upon the report results, Theron Simmons will prepare a Draft Ordinance for the next meeting, if required.

Acct 520 Operating Supplies: The department will check the honor guard apparel regarding replacement.

Acct 641 Vehicle Capital Outlay: Squad 24 was changed from \$445,000 to \$438,900.

Acct 641 Vehicle Capital Outlay: The Tanker Pumper. The tanker is being checked for refurbishing. The new tanker may be reduced by approximately \$25,000 to \$50,000. Chief Garcia indicated the department has a better vehicle maintenance program.

The District removed \$182,000 during the meeting, which resulted in a millage of .925. Jennifer Zimmer indicated the District still needs to remove another \$130,000 from the budget.

### **4. Adjourn**

Commissioner Wheaton made a motion to adjourn at 7:39 p.m., which was seconded by Commissioner Miller, and unanimously approved by the Board.

#### **DOCUMENTS:**

110725 2011-2012 Proposed KLFR&EMS District Budget

Millage Rate Analysis (V2)

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