



DISTRICT MEETING AGENDA

August 13, 2018

(KLVFD – Station #24 at 6:00 p.m.)

1. AGENDA

1.A Call to Order

1.B Pledge of Allegiance

1.C Roll Call

2. APPROVAL OF AGENDA & MINUTES

2.A. Approval of August 13, 2018 District Meeting Agenda

2.B. Approval of Minutes

2.B.1 July 23, 2018 Budget Workshop Meeting Minutes

2.B.2 July 23, 2018 District Meeting Minutes

3. PUBLIC COMMENT

4. CHAIRMAN REPORT

5. SECRETARY REPORT

6. OLD BUSINESS

6.A. Fire Hydrant Report

7. NEW BUSINESS

7.A DISCUSSION: Modification of Resolution 2017-001 (Cullen)

7.B MOTION/APPROVAL: KLVFD Budget Line-Item Transfer (\$35,000) (Johnson)

8. FINANCIAL REPORT

8.A. District Financial Report 180731

9. LEGAL COUNSEL REPORT

10. AMBULANCE CORPS REPORT

11. FIRE DEPARTMENT REPORT

12. COMMISSIONER ITEMS

(See Next Page)



***DISTRICT MEETING AGENDA
August 13, 2018***

13. NEXT MEETING

14. ADJOURN

3rd Quarter Meeting Schedule:

<i>August 27, 2018</i>	<i>Budget Workshop (District) & District Meeting</i>
<i>September 5, 2018</i>	<i>1st Public Hearing & (District Meeting-if required)</i>
<i>September 10, 2018</i>	<i>District Meeting (if required)</i>
<i>September 12, 2018</i>	<i>Final Public Hearing & (District Meeting-if required)</i>
<i>September 24, 2018</i>	<i>District Meeting (if required)</i>

Documents

- 2.A. *August 13, 2018 Agenda*
- 2.B.1 *July 23, 2018 Budget Workshop Meeting Minutes*
- 2.B.2 *July 23, 2018 District Meeting Minutes*
- 7.A. *Resolution 2017-001*
- 7.B. *KLVFD Budget Line-Item Transfer (\$35,000)*
- 8.A. *District Financial Report 180731*

*PERSONS WHO WISH TO BE HEARD SHALL COMPLETE A SPEAKER REQUEST CARD,
AND SUBMIT THE CARD TO THE DISTRICT CLERK PRIOR TO THE AGENDA ITEM BEING HEARD*

RESOLUTION NO. 2017-001

**A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND
EMERGENCY MEDICAL SERVICES DISTRICT, FLORIDA,
APPROVING THE BOARD UNITY POLICY.**

WHEREAS, the Key Largo Fire Rescue and Emergency Medical Services District (“District”) Board is required to discuss issues relating to the District, discuss the issues at a public meeting and, may be required to vote on issues affecting the District;

WHEREAS, the Key Largo Fire Rescue and Emergency Medical Services District (“District”) Board desires that the Board act in unity on issues that have come before the Board, and to bring issues to the Board concerning the District.

**NOW THEREFORE, BE IT RESOLVED BY THE KEY LARGO FIRE RESCUE
AND EMERGENCY MEDICAL SERVICES DISTRICT, FLORIDA, AS FOLLOWS:**

Section 1. Incorporating all clauses so stated above, this policy shall be titled, the “Board Unity Policy.”

Section 2. The “Board Unity Policy” shall consist of the following,
Commissioners may at times, wish to make press statements, statements to the public, statements on position(s) to private citizens, or otherwise express a position that concerns the District. The Commissioners recognize the importance of collaboration with regard to such communications and shall attempt to involve all Commissioners in the discussion prior to stating an official District position on an issue.

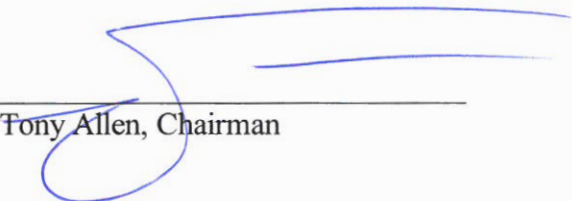
Commissioners recognize and agree that, should the Board take a vote on an item and the vote passes, a Commissioner or Commissioners may not take a position contrary to the action of the Board in their official capacity as a member of the Board. Nor shall any Commissioner act, in the name of the District Board, regarding an issue concerning the agencies, District or any

personnel related thereto, without the prior knowledge and consent of the other commissioners by a majority vote prior to any action.

Nothing herein prevents a Commissioner from expressing his/her personal own views on an issue, but such view should not be attributed to the entire Board.

Section 3. Effective Date. This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED this 12th day of December, 2016 at 6:57 P.M.



Tony Allen, Chairman

ATTEST:



Vicky Fay, District Clerk

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF KEY LARGO FIRE RESCUE AND
EMERGENCY MEDICAL SERVICES DISTRICT ONLY:



DISTRICT ATTORNEY

Motion to adopt by Powers, Seconded by Thomas

FINAL VOTE AT ADOPTION

Chairman Tony Allen	<u>Yes</u>
Vice-Chair George Mirabella	<u>No</u>
Secretary/Treasurer Kay Cullen	<u>Yes</u>
Commissioner Bob Thomas	<u>Yes</u>
Commissioner Dan Powers	<u>Yes</u>

**KEY LARGO FIRE RESCUE & EMS DISTRICT
BUDGET LINE ITEM TRANSFER REQUEST
FY 17-18**

DEPARTMENT: Fire Department

LINE ITEM(S) TO BE DECREASED:

Line Item Number	Line Item Description	Current Budget	Decrease Requested	Adjusted Budget
522.520.05	STATION CLEANING/HOUSEKEEPING SUPPLIES	\$6,000	(\$1,038)	\$4,962
522.312	PROFESSIONAL SERVICES	\$22,000	(\$3,962)	\$18,038
522.121.03	VOLUNTEER FIREFIGHTERS	\$306,126	(\$30,000)	\$276,126
Total Decrease				(\$35,000)

LINE ITEM(S) TO BE INCREASED:

Line Item Number	Line Item Description	Current Budget	Increase Requested	Adjusted Budget
522.461	REPAIRS & MAINTENANCE BUILDINGS	\$39,250	\$5,000	\$44,250
522.462	REPAIRS & MAINTENANCE VEHICLES	\$46,750	\$30,000	\$76,750
Total Increase				\$35,000

Reason for Transfer: Repairs and maintenance expenses are higher than anticipated.

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019 PROPOSED BUDGET**

REVENUES

<i>Prior Year Millage Rate:</i>	1.0000
<i>Roll- Back Rate:</i>	0.9446
<i>Taxable Value</i>	3,344,067,781
<i>Millage Rate :</i>	1.0000
<i>% over roll-back rate</i>	5.86%

Ad Valorem Taxes (97% collection rate)	\$ 3,243,746
Intergovernmental Revenue - Monroe County - Contribution for Capital Infrastructure <small>(\$150,000 for capital outlay)</small>	150,000
Interest Income	12,000
Total Revenues	\$ 3,405,746

UNASSIGNED FUND BALANCE OCT 1, 2018	1,036,656
COMMITTED FUND BALANCE TRAUMA DISTRICT OCT 1, 2018	242,760
COMMITTED FOR VEH REPL FUND BALANCE OCT 1, 2018	100,114
TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES	\$ 4,785,276

EXPENDITURES

Key Largo Fire/EMS District Board	
Operating Expenditures	\$ 318,716
Reserve Transfers	200,000
Subtotal District Board	\$ 518,716

Key Largo Fire & Rescue	
Operating Expenditures	\$ 1,562,747
Capital Outlay	256,783
Subtotal Key Largo Volunteer Fire Department	\$ 1,819,530

Key Largo Ambulance	
Operating Expenditures	\$ 640,467
Capital Outlay	163,000
Subtotal Key Largo Volunteer Ambulance Corp.	\$ 803,467

Total Expenditures & Transfers	\$ 3,141,713
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FUND BALANCE

UNASSIGNED FUND BALANCE SEPT 30, 2019	1,313,189
COMMITTED FUND BALANCE TRAUMA DISTRICT SEPT 30, 2019	230,260
COMMITTED FOR VEH REPL FUND BALANCE SEPT 30, 2019	300,114
TOTAL EXPENDITURES & FUND BALANCES	\$ 4,785,276

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - DISTRICT**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
110	Board Member Stipends 5 Members @ \$ 200 / month x 12 months	12,000	12,000	12,000	-
210	FICA Taxes: @ 7.65 % of Wages	918	918	918	-
511.240	Worker's Compensation	753	32	753	721
514.310	Legal Services	45,000	45,000	17,354	-
512.311	District Clerk Services	19,000	25,000	6,616	(6,000)
513.320	Accounting and Financial Services				-
.01	District Audit	10,000	10,000	10,000	-
.02	Financial and Accounting Services	60,000	60,000	37,135	-
	<i>Total Accounting & Financial Services</i>	70,000	70,000	47,135	-
400	Travel & Per Diem - Training, Seminars, Meetings	4,000	4,000	-	-
450	Insurance & Risk Management:				
	Public Position Bond	100	100	100	-
	General & Mgt Liability, Commercial Auto and Excess Liability	2,133	2,435	1,939	(302)
	<i>Total Risk Management</i>	2,233	2,535	2,039	(302)
470	Printing and Binding	3,000	3,000	2,142	-
490	General Departmental: Miscellaneous Expenses				
.01	MoCo Property Appraiser Charges	55,000	48,000	54,673	7,000
.02	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)	97,312	89,394	89,394	7,918
.03	Discretionary Expenditures	1,000	1,000	-	-
	<i>Total General Departmental</i>	153,312	138,394	144,067	14,918
411	Advertising	5,000	5,000	5,246	-
510	Office Supplies & Equipment	500	500	580	-
540	Dues, Subscriptions and Publications	3,000	3,000	2,941	-

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - DISTRICT**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
Department Total Operations		\$ 318,716	\$ 309,379	\$ 241,791	\$ 9,337
919	Transfer to Committed Funds for Vehicle & Equipment Replacement	200,000	250,000	250,000	(50,000)
Department Total Including Transfers to Reserves		\$ 518,716	\$ 559,379	\$ 491,791	\$ (40,663)

Total Operating Budget	318,716	309,379
Total Capital & Reserve Budget	200,000	250,000
Total	518,716	559,379

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - FIRE DEPARTMENT**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
120	Regular Salaries & Wages:				
	Administrative Stipend (\$500 per month 3- Full Time FF)	18,000	18,000	18,000	-
	Full-time firefighter II / EMT Station Officer / Driver Engineer (8 full-time) (including holiday pay) - adding two additional paid positions & step - see detail sheet	574,490	395,826	399,885	178,664
.02	<i>Total Regular Salaries & Wages</i>	592,490	413,826	417,885	178,664
121	Volunteer Pay:				
.01	Volunteer Chief's Reimbursement - Chief has declined	-	-	-	-
.02	Volunteer Assistant Chief's Reimbursement	-	-	-	-
.03	Volunteer firefighters (Station 24 and Station 25) \$83 per 12 hr shift (includes holiday pay) - based on projected for 17/18	245,000	331,126	241,128	(86,126)
	<i>Total Volunteer Pay</i>	245,000	331,126	241,128	(86,126)
140	Overtime wages - based on projected fro FY 17/18 & 2 new full-time positions	75,000	54,200	98,322	20,800
210	Employer Payroll Taxes @ 7.65% of Pay	69,805	61,135	57,936	8,670
220	Retirement Plan - 401(k)	18,500	20,000	10,543	(1,500)
230	Life & Health Insurance				
	Medical/Dental/Vision/Life Insurance for (8) Full Time Employees - increased to 10 employees @ 500/mo. Each	60,000	48,000	35,733	12,000
240	Worker's Compensation - no renewal estimate yet	30,000	26,000	27,800	4,000
250	Unemployment Tax	750	1,000	471	(250)
312	Professional Services:				
	Grant Writing Services	2,500	-	1,900	2,500
	Firefighter Annual Physicals	20,000	20,000	13,745	-
	Background Checks, drug testing - about \$75 per new person	1,850	2,000	576	(150)
	<i>Total Professional Services</i>	24,350	22,000	16,221	2,350
314	Legal Services (Requires District Board Approval)		-	-	-
	Accounting Fees - based on projected amount plus 2 new hire accounting feel & 6% increase	18,750	16,000	16,936	2,750
320					
400	Travel & Per Diem - (Greater FL Fire School, etc.)	7,500	7,000	7,556	500
410	Phones, Television & Internet (Station Phones, Cell Phones, Air Cards)	13,000	13,000	12,254	-
411	Advertising - based on projected	1,000	600	876	400
412	Postage & Freight	750	750	368	-

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - FIRE DEPARTMENT

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
430	Utilities				
.01	Electric	26,000	31,000	22,713	(5,000)
.02	Water	10,000	12,500	7,723	(2,500)
.03	Fire Hydrant Maintenance (@ \$ 50 per hydrant, 184 hydrants) plus 17 new hydrants	10,050	9,200	10,000	850
.04	Propane Gas	500	750	282	(250)
.07	TV Service - based on projected	4,700	4,380	4,591	320
	<i>Total Utilities</i>	51,250	57,830	45,309	(6,580)
440	Rent & Leases:				
	Station 24 Copier/Scanner/Fax Lease -based on projected - more printing	5,500	4,500	5,309	1,000
	Oxygen Tank Rental - based on projected	500	1,500	355	(1,000)
	Annual Lease Payment - DEP Station 25 Property	300	300	300	-
	Red Alert Incident Reporting Program support and maintenance	4,500	4,200	3,896	300
	Software - Fire Manager Scheduling and Time & Attendance Software	2,500	2,500	2,500	-
	<i>Total Rent & Leases</i>	13,300	13,000	12,360	300
450	Risk Management				
	Package Policy (Property, General & Mgmt. Liability, Portable Equip, Umbrella & Auto)	52,778	52,000	52,050	778
	Statutory AD&D	2,200	2,100	2,165	100
	Accident and Sickness	8,500	4,716	7,053	3,784
	Storage Tank Liability	1,500	1,643	1,238	(143)
	<i>Total Risk Management</i>	64,978	60,459	62,506	4,519
460	Repair & Maintenance: Equipment	15,000	8,200	24,027	6,800
	SCBA inspection & maintenance - reduced due to new SCBA warantee	2,250	6,500	6,500	(4,250)
	Tools & Equipment	3,500	3,500	3,500	-
	Ground Ladders inspection	2,400	2,400	2,400	-
	Hurst tools inspection and maintenance - reduced due to new Hurst warantee	3,495	5,100	4,592	(1,605)
	Cascade System Compressor inspection & maintenance	3,000	3,000	3,000	-
	Radio maintenance contract	4,300	4,300	4,248	-
	<i>Total R&M Equipment</i>	33,945	33,000	48,867	945

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - FIRE DEPARTMENT**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
461	Repair & Maintenance: Buildings & Grounds	20,000	20,000	33,957	-
	Station 24 & 25 Floor steam cleaning	3,100	2,000	3,100	1,100
	Tree Trimming and Lawn Service @ Stations 24 & 25 (\$350/month avg)	4,750	4,750	6,700	-
	Landscape Station 24 with low-maintenance plants	2,500	-	-	2,500
	Generator Preventive Maintenance Program	4,400	4,400	4,400	-
	Diesel fuel tank inspections both stations	1,600	1,600	1,600	-
	Plymovent Maintenance Plan - Station 24 & 25	3,000	2,750	2,765	250
	Elevator Maintenance Plan & Licenses	3,900	3,750	3,857	150
	<i>Total R&M: Buildings</i>	43,250	39,250	56,379	4,000
462	Repair & Maintenance: Vehicles - two new Engines	45,000	45,000	65,673	-
	Aerial Truck Inspecting and Testing	2,000	1,750	-	250
	<i>Total R&M Vehicles</i>	47,000	46,750	65,673	250
470	Printing and Binding	100	100	-	-
490	General Departmental: General Office & Administrative Costs				
.04	Key Largo Wastewater District Assessments	2,635	2,688	2,635	(53)
.05	Other including Recruitment & Retention	2,000	2,000	338	-
.06	Computer / IT Services	5,000	3,000	4,150	2,000
	<i>Total General Departmental</i>	9,635	7,688	7,123	1,947
491	Training - Instructor Fees, Education, Student Text and Fire Prevention				
.01	In-house training courses (Outside/In-house instructors/vendors) - Pump Ops,	5,000	6,400	5,659	(1,400)
.02	Out of area training - Ladder Operations, Hazmat Tech., TRT	12,075	15,020	-	(2,945)
.03	Fire Prevention (KLVFD Only) - Fire Safety Demonstrations at School	4,000	3,500	3,500	500
	Fire Prevention & Safety Project (grant funding anticipated, if grant is not received this can't	-	22,936	-	(22,936)
.04	Seminar Fees & Education & Text Books & Expo Trainings	8,300	11,560	2,177	(3,260)
.05	KAPLAN online education (60 firefighters)	4,500	4,500	4,500	-
	<i>Total Training</i>	33,875	63,916	15,836	(30,041)
510	Office Supplies	3,500	3,500	3,847	-
520	Operating Supplies				
.01	Fire Ground Safety (highway vests, cones, etc.)	1,250	1,500	1,147	(250)
.02	Daily Operating/Maintenance Supplies	12,500	9,500	11,402	3,000
.03	Medical Supplies & Equipment	8,000	7,000	9,070	1,000

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - FIRE DEPARTMENT

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
520	Operating Supplies (continued)				
.05	Station Cleaning/Housekeeping Supplies	5,500	6,000	4,548	(500)
.06	Firefighting Gear - (including helmets, gloves, hoods, boots, coat & pants) 11	24,750	36,297	36,297	(11,547)
.07-1	Clothing, Apparel - Pants, extrication gloves, tee shirts, etc.	7,000	7,750	6,663	(750)
.08	Fire fighting Foam or suppression agent	13,000	10,750	11,490	2,250
	<i>Total Operating Supplies</i>	72,000	78,797	80,617	(6,797)
521	Fuel: Gasoline (for portable equipment)	100	200	50	(100)
522	Fuel: Diesel	27,000	24,000	25,435	3,000
540	Dues, Subscriptions and Publications (webhosting hub & backup & Sonic Wall)	1,500	1,500	869	-
630	Capital Outlay: Infrastructure Improvements - Fire Hydrants \$150,000 from Monroe County ILA	150,000	150,000	150,000	-
	<i>Total Capital Outlay: Infrastructure Improvements - Fire Hydrants</i>	150,000	150,000	150,000	-
620	Capital Outlay: Building & Grounds				
	Air Conditioner	-	-	9,100	-
	Paint Station 24 in FY 2018 & 25 in FY 20019	14,500	16,120	15,260	(1,620)
	Lettering & Emblem for Station 24	6,000	-	-	6,000
	Gate replacement for Station 25	-	2,500	-	(2,500)
	<i>Total Capital Outlay: Building</i>	20,500	18,620	24,360	1,880
640	Capital Outlay: Equipment				
	15 Spare SCBA Bottles - 15 in FY 18/19 & 10 in FY 19/20 (\$1130.25 ea) & 10 paid-staff SCBA masks (\$310)	20,100	-	-	20,100
	SCOTT SCBA - voice amp for mask - 6 at \$731.40 ea	4,388	-	-	4,388
	SCOTT SCBA fit-test computer and mask interface - annual testing required	10,650	-	-	10,650
	Computer Server to replace Station 24's intermittent/failing server	2,750	-	-	2,750
	ToughBook - reserve incase one fails still can access software & pre-fire plans - includes iicensing	5,600	-	-	5,600
	Hurst Equipment for Station 24 - no longer able to cut new car metals; for Station 25 - using Trauma District Funds	-	50,000	50,275	(50,000)
	Thermal Imaging Camera	-	5,535	5,535	(5,535)
	SCBA's & Tanks	-	275,000	275,000	(275,000)

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - FIRE DEPARTMENT**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
640	Capital Outlay: Equipment (continued)				
	Gym equipment @ both stations - 2 sets of free weights & rack	-	2,750	2,447	(2,750)
	Red Alert Incident Reporting Program - upgrade with pre-fire plan, GPS and CAD interface - module left out of purchase plus ToughBook licenses 1 @ \$450 ea	-	5,950	5,950	(5,950)
	Knox Box Keybox for trucks - 3 ea at \$580 to secure knox box key	-	1,940	2,368	(1,940)
	Bank charger for radio batteries in truck - E25	-	1,000	1,000	(1,000)
	ToughBook truck mounts - locking and securing in truck - 2	-	1,600	1,600	(1,600)
	Replace extrication air bags that are out of useful life span	8,550	-	-	8,550
	Rescue TeleCrib vehicle stabilizatin strut kit	4,545	-	-	4,545
	Ram Fan	4,750	-	4,750	4,750
	Monitor	-	-	2,734	-
	Intake Valve	-	1,700	1,525	(1,700)
	<i>Total Capital Outlay: Equipment</i>	61,333	345,475	353,184	(284,142)
641	Capital Outlay: Vehicles	-	525,000	523,284	(525,000)
642	Capital Outlay: Small Tools & Equipment				
	Various Tools, Equipment, Hose, etc. Costing >\$1,000 but < \$ 5,000 per each	24,950	14,500	14,500	10,450
805	Upper Keys Honor Guard				
.01	Uniform for 1 member	919	919	-	-
.02	Flags/Poles/Pendants	300	300	-	-
.03	Training	1,000	1,000	-	-
.04	Travel	2,200	2,200	630	-
	<i>Total Upper Keys Honor Guard</i>	4,419	4,419	630	-
		1,562,747.00	1,449,046.00	1,369,530.00	113,701.00
		256,783.00	1,053,595.00	1,065,328.00	(796,812.00)
		1,819,530.00	2,502,641.00	2,434,858.00	(683,111.00)

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - AMBULANCE CORP**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
120	Regular Salaries & Wages:				
.01	Administrative (1 Position) 3% Increase	50,340	48,874	48,874	1,466
.02	Paramedic Payroll - min. \$15.00/hr 3% increase	299,498	290,975	see net figure below	8,523
	<i>Less: EMS Income Applied to Offset Reimbursement</i>	(286,030)	(266,118)	see net figure below	19,912
	<i>Total Paramedic Payroll Reimbursement</i>	13,468	24,857	24,857	(11,389)
	<i>Total Regular Salaries & Wages</i>	63,808	73,731	73,731	(9,923)
121	Volunteer Pay: Volunteer Reimbursement	160,000	170,090	141,891	(10,090)
140	Overtime Wages 3% increase	4,510	4,379	4,379	131
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	39,348	39,345	37,188	3
220	Retirement Contributions - 401K	5,000	7,500	2,500	(2,500)
220	Administrative Staff Unused Vacation payout (max for budget purpose) - per vacation policy	4,818	4,701	4,701	117
230	Sick Benefits for full-time medics - 3 at \$500 max per month	18,000	-	-	18,000
240	Worker's Compensation - Don't have figures yet	22,052	24,127	16,960	(2,075)
250	Unemployment Tax - based on projected	300	300	290	-
312.02	Professional Services: Medical Director	18,000	18,000	18,000	-
320	Accounting and Financial Services - based on projected plus 6% increase	25,645	21,311	24,194	4,334
400	Travel & Per Diem - Training, Seminars, Meetings	4,000	6,000	2,000	(2,000)
410	Station Phone Services: (4 phone & 2 fax lines), DSL/Internet, Wireless Air Cards for laptops in trucks - based on projected estimate	10,000	10,000	9,960	-
411	Advertising	400	200	-	200

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - AMBULANCE CORP**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
412	Postage & Freight	500	500	-	-
430	Utilities				
.05	Electric & Propane	11,500	11,000	10,346	500
.06	Water	3,000	3,500	1,908	(500)
	<i>Total Utilities</i>	14,500	14,500	12,254	-
440	Rental Equipment - O2 rental bottles	4,500	5,000	3,890	(500)
450	Insurance & Risk Management				
	Fire/Wind/Flood	30,660	28,526	28,526	2,134
	Auto & Umbrella	8,657	12,215	12,215	(3,558)
	Disability Insurance (All Members) - <i>don't have renewal quote yet</i>	4,200	3,962	3,962	238
	<i>Total Insurance & Risk Management</i>	43,517	44,703	44,703	(1,186)
460	Repair & Maintenance: Equipment	40,000	40,000	34,442	-
461	Repair & Maintenance: Buildings - <i>based on projected</i>	14,000	10,000	16,094	4,000
462	Repair & Maintenance: Vehicles - <i>based on projected</i>	18,000	15,000	17,810	3,000
470	Printing and Binding	500	250	1,887	250
490	General Departmental: Miscellaneous Expenses				
.08	Computer R&M	4,500	4,500	4,250	-
.10	Employee Assistance Program (program through AETNA approx. \$2 per month per member)	1,100	1,100	1,080	-
.12	Membership & Retention	250	2,500	500	(2,250)
.13	Employee Drug Testing thru Keys Consortium	1,250	1,250	600	-
.14	Key Largo Wastewater District Assessment	1,329	1,356	1,329	(27)
	<i>Total General Departmental</i>	8,429	10,706	7,759	(2,277)

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - AMBULANCE CORP**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
491	Training - Instructor Fees, Education				
.07	ACLS/PALS (taught in alternating years)	1,500	1,500	842	-
.08	ClinCon (4 reg.x \$335 ea) or EMS Expo (4 registration x \$440 ea)	1,760	1,760	-	-
.10	Misc. Training/Books	500	500	500	-
.15	Handtevy Pals class - <i>replace with 12-lead class or other EMS related</i>	1,750	1,500	1,200	250
.20	<i>Kaplan on-line training for members - 45 @ \$40 per person</i>	1,800	-	-	1,800
	<i>Total Training</i>	7,310	5,260	2,542	2,050
510	Office Supplies	3,500	3,500	2,336	-
520	Operating Supplies				
.09	Station Supplies: Ambulance & Building	6,000	6,500	5,050	(500)
.10	Medical Supplies-Bandages/First Aid/Drip Sets - projected cost increase	55,000	62,000	47,926	(7,000)
.11	Uniforms, Clothing and Apparel, Membership Supplies	4,500	4,500	4,500	-
.12	Tools - <i>increase for 8 new Minitor VI pagers @ \$535 + \$500 for other tools</i>	4,780	-	-	4,780
	<i>Total Operating Supplies</i>	70,280	73,000	57,476	(2,720)
522	Fuel: Diesel	13,500	13,500	10,262	-
524	Medicine & Drugs : Supplies: Medicine & Controlled Substances	25,000	25,000	18,010	-
	Narcan to Community	600	1,200	1,200	(600)
	<i>Total Medicine & Drugs</i>	25,600	26,200	19,210	(600)
540	Dues, Subscriptions and Publications	450	450	450	-

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2018-2019
BUDGET DETAILS - AMBULANCE CORP**

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

Acct #	Computation / Explanation	FY 18-19 Proposed Budget	FY 17-18 Adopted Budget	FY17-18 Projected Actuals	Budget Increase / (Decrease)
643	Capital Outlay: Buildings				
	Repair work for Hurricane Irma damage (\$71,288 is policy 5% deductible)	46,500	-	-	46,500
	<i>Total Capital Outlay: Buildings</i>	46,500	-	-	46,500
640	Capital Outlay: Equipment				
	Minitor VI pagers (8) - \$535 each	-	2,850	2,850	(2,850)
	Portable Ultrasound for rescue (GE Vivid E = \$21,500) - utilizing Trauma District funds for in-field trauma patient assessment & transmitting interface hospital (\$2,000? estimate)	-	23,500	23,500	(23,500)
	2 each - Vein Illuminator device Accuvue AV400 with mounting arm. Using Trauma Funds (\$6,250.00 each)	12,500	-	-	12,500
	Radio replacement - contingent on being awarded Grant funding only	104,000	-	-	104,000
	<i>Total Capital Outlay: Equipment</i>	116,500	26,350	26,350	90,150

Department Total

<i>Total Operating Budget</i>	640,467	642,253	566,909	(1,786)
<i>Total Capital Budget</i>	<u>163,000</u>	<u>26,350</u>	<u>26,350</u>	<u>136,650</u>
<i>Total</i>	<u>803,467</u>	<u>668,603</u>	<u>593,259</u>	<u>134,864</u>

Check Total \$ 798,649 \$ 668,603 \$ 593,259 \$ 134,864

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2016-2017
VEHICLE REPLACEMENT SCHEDULE**

7/16/2018

Year	Beginning Balance	Contributions	Purchases & Other Distributions	Ending Balance	Vehicle to be Replaced
09/30/17	586,551	269,751	(482,904)	373,398	Engine 25
09/30/18	373,398	250,000	(523,284)	100,114	Engine 24
09/30/19	100,114	200,000	-	300,114	
09/30/20	300,114	125,000	(400,000)	25,114	Cascade/Air Truck, ambulance (new in 2008)
09/30/21	25,114	125,000	-	150,114	
09/30/22	150,114	125,000	(175,000)	100,114	ambulance (new in 2011)
09/30/23	100,114	125,000	-	225,114	
09/30/24	225,114	125,000	-	350,114	
09/30/25	350,114	125,000	(200,000)	275,114	ambulance (new in 2015)
09/30/26	275,114	125,000	(200,000)	200,114	ambulance (new in 2016)

Equipment/Vehicle Type	Dept	Unit #	Year New	Service Life	Replace Year	Years to Replacement	Estimated Replacement Cost
Technical Rescue Pumper	Fire Rescue	SQUAD-24	2013	20	2033	14	401,080
Tanker/Pumper	Fire Rescue	TANKER-24	2014	20	2034	15	297,156
Ladder / Pumper	Fire Rescue	LADDER-24	2014	25	2039	20	611,451
Class A Engine	Fire Rescue	ENGINE-25	2017	15	2032	13	475,000
Class A Engine	Fire Rescue	ENGINE-24	2018	15	2033	14	500,000
Cascade Air Fill & Lighting Truck	Fire Rescue	AIR-24	2002	18	2020	1	225,000
Dive Rescue Van	Fire Rescue	WATER RESCUE-25	2009	15	2024	5	255,000
Type III Ambulance	EMS		2008	10	2018	-1	175,000
Type III Ambulance	EMS		2011	10	2021	2	175,000
Type III Ambulance	EMS		2015	10	2025	6	200,000
Type III Ambulance	EMS		2016	10	2026	7	200,000