



DISTRICT BUDGET WORKSHOP AGENDA
(followed by District Meeting)

June 28, 2021

Pursuant to Monroe County Emergency Directive 20-06 and Center for Disease Control (“CDC”) social distancing guidelines established to contain the spread of the COVID-19 virus, this meeting will be accessible virtually via Zoom Meetings. Members of the public who wish to comment on matters before the District Board may do so by either: Sending an email to the clerk@klfremms.org or Calling (301) 715-8592, and upon receiving voice prompt, dialing Meeting ID: 602 743 6243 and Password: 33037 *Members of the public who participate in the meeting through this option must mute themselves until called upon to speak.*

Website: <https://us02web.zoom.us/j/6027436243?pwd=Ylp2b3JYckhlQVpwVkFIMmVKbE1uZz09>

1. AGENDA

1.A. Call to Order

1.B. Pledge of Allegiance

1.C. Roll Call

1.D. Approval of Agenda

2. PUBLIC COMMENT

3. DISCUSSION: KLVAC Proposed FY 2021-2022 Budget

4. ADJOURN

DOCUMENTS

1.D. Agenda Budget Workshop for June 28, 2021

3.0 KLVAC Proposed Budget FY 2021-2022

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2021-2022
BUDGET DETAILS - AMBULANCE CORP**

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

Acct #	Computation / Explanation	FY 21-22 Proposed Budget 3 Rescues	FY 21-22 Proposed Budget 2 Rescues	FY 20-21 Adopted Budget	FY 20-21 Actuals YTD	FY 20-21 Projected Actuals	Budget Increase / (Decrease)
120	Regular Salaries & Wages:						
.01	Administrative (1 Position) - includes 8 holidays Paramedic Payroll wages - includes 8 holidays and 2 additional full-time (and 6 additional full-time for third truck) for full-time and part-time personnel	43,520	43,520	58,801	2,991 see net figure below	22,991 see net figure below	(15,281)
.02	Less: EMS Income Applied to Offset Reimbursement - excess payroll will roll-over if more billing income is collected	680,990	445,982	362,376	see net figure below	see net figure below	83,606
		(150,000)	(150,000)	(268,000)			118,000
	Total Paramedic Payroll Reimbursement	530,990	295,982	94,376	84,225	94,376	201,606
	Total Regular Salaries & Wages	574,510	339,502	153,177	87,216	117,367	186,325
121	Volunteer Pay: Volunteer Reimbursement - Includes \$500 per month for Deputy Chief of Administration - 1 volunteer per rescue per day	180,000	125,000	191,030	91,189	182,378	(66,030)
140	Overtime Wages - estimated for sick & vacation	100,000	75,000	24,930	11,553	24,930	50,070
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	76,845	52,747	48,741	18,525	46,002	4,006
220	Retirement Contributions - 401K (8% employer contribution)	50,000	30,000	2,500	1,957	3,914	27,500
230	Benefits for 7 or 13 full-time medics (up to \$575 per mo. each FT emp.) plus 1 Office Manager	80,500	46,000	34,500	2,513	12,660	11,500
240	Worker's Compensation	31,996	25,996	21,217	11,739	19,736	4,779
250	Unemployment Tax	300	300	300	40	300	-
312	Professional Services: Medical Director, etc.						
.02	Medical Director - includes 3% increase	19,282	19,282	18,720	12,000	18,000	562
.03	Background Checks, drug testing	800	800	765	90	180	35
.04	Other - Grant Writing	2,081	2,081	2,250	-	-	(169)
	Total Professional Services	22,163	22,163	21,735	12,090	18,180	428
320	Accounting and Financial Services	13,770	11,985	11,330	5,454	10,908	655
400	Travel & Per Diem - Training, Seminars, Meetings	4,182	4,182	4,000	14	1,548	182
410	Station Phone Services: (4 phone & 2 fax lines), DSL/Internet, Wireless Air Cards for laptops in trucks	10,924	10,924	11,200	8,785	17,570	(276)
411	Advertising	416	416	400	-	400	16
412	Postage & Freight	364	364	357	-	350	7
430	Utilities						
.05	Electric & Propane	12,500	12,500	11,730	5,938	11,876	770
.06	Water	2,000	2,000	3,264	816	1,632	(1,264)
	Total Utilities	14,500	14,500	14,994	6,754	13,508	(494)

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440	Rental Equipment - O2 rental bottles, etc.	-	4,682	4,590	1,823	3,646	92
450	Insurance & Risk Management						
	Fire/Wind/Flood	34,767	34,767	34,085	24,662	24,662	682
	Auto & Umbrella	12,750	10,710	10,359	6,910	6,910	351
	Disability Insurance (All Members) -	4,590	3,825	3,570	2,794	2,794	255
	<i>Total Insurance & Risk Management</i>	52,107	49,302	48,014	34,366	34,366	1,288
460	Repair & Maintenance: Equipment	42,917	42,917	42,075	15,062	30,124	842
461	Repair & Maintenance: Buildings (includes \$3,000 for ceiling tile replacement in the kitchen and classroom upstairs Station 23)	29,010	29,010	40,000	22,462	44,924	(10,990)
462	Repair & Maintenance: Vehicles - based on projected amount	48,000	48,000	20,000	23,507	47,014	28,000
470	Printing and Binding	1,301	1,301	1,275	-	1,275	26
490	General Departmental: Miscellaneous Expenses						
.08	Computer R&M	6,242	6,242	6,000	2,803	5,606	242
.10	Employee Assistance Program - add 2 + 6 personnel (program through AETNA approx. \$2 per month per member)	1,368	1,224	1,100	630	1,260	124
.12	Membership & Retention	2,601	2,601	2,500	-	1,300	101
	<i>Total General Departmental</i>	10,211	10,067	9,600	3,433	8,166	467
491	Training - Instructor Fees, Education						
.07	ACLS/PALS (taught in alternating years)	1,561	1,561	1,530	-	1,530	31
.08	ClinCon or EMS Expo	-	-	1,795	-	1,795	(1,795)
.10	Misc. Training/Books & pig tracheas	936	936	918	-	918	18
.15	Handtevy Pals class	1,821	1,821	-	-	-	1,821
.20	Kaplan/FireEMS Academy online training for members (45 @ \$40)	1,873	1,873	1,800	-	1,800	73
.25	Advanced Airway Management	2,497	2,497	2,448	-	2,448	49
.30	ACS with 12-lead	2,497	2,497	2,448	-	2,448	49
.40	Advanced Stroke Life Support	2,497	2,497	2,448	-	2,448	49
.50	Training maniquin - less \$5,000 donation (from Kay)	3,850	3,850	-	-	-	3,850
	<i>Total Training</i>	17,532	17,532	13,387	-	13,387	4,145
510	Office Supplies	2,601	2,601	2,550	1,830	2,745	51

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520	Operating Supplies						
.09	Station Supplies: Ambulance & Building	14,000	14,000	11,500	5,712	11,424	2,500
.10	Medical Supplies: Bandages/First Aid/Drip Sets	63,000	63,000	50,000	29,811	59,622	13,000
.11	Uniforms, Clothing and Apparel, Membership Supplies	7,000	7,000	5,500	3,576	7,152	1,500
.12	Small Tools:	6,000	6,000	6,500	-	-	(500)
	<i>Total Operating Supplies</i>	90,000	90,000	73,500	39,099	78,198	16,500
522	Fuel: Diesel	15,500	14,000	12,500	5,375	10,750	1,500
524	Medicine & Drugs : Supplies: Medicine & Controlled Substances	24,000	22,889	18,000	9,477	18,954	4,889
	Narcan to Community	624	624	612	inc above	inc above	12
	<i>Total Medicine & Drugs</i>	24,624	23,513	18,612	9,477	18,954	4,901
540	Dues, Subscriptions and Publications - includes software maintenance costs	12,311	12,311	14,443	12,311	12,311	(2,132)
643	Capital Outlay: Buildings						
	Replace Station 23 office carpet with tile	-	-	7,750	-	7,750	(7,750)
	Air Conditioner Replacement	-	-	-	5,500	5,500	-
	Replace entryway awnings replacement	3,250	3,250	-	5,500	5,500	3,250
	<i>Total Capital Outlay: Buildings</i>	3,250	3,250	7,750	5,500	13,250	(7,750)
640	Capital Outlay: Equipment						
	1 Toughbook computer for 3rd rescue unit	4,000	-	-	-	-	-
	3 Toughbook computers	-	-	16,500	9,102	9,102	(16,500)
	Employee ID Badge Printer	-	-	1,825	2,195	2,195	(1,825)
	<i>Total Capital Outlay: Equipment</i>	4,000	-	18,325	11,297	11,297	(18,325)
641	Capital Outlay: Vehicles - 2008 & 2011 Ambulance Replacement, 1 paid for from using remaining Trauma District Funding	240,000	240,000	225,000	-	-	15,000
Department Total							
	<i>Total Operating Budget</i>	1,506,584	1,104,315	840,957	426,574	775,610	263,358
	<i>Total Capital Budget</i>	247,250	243,250	251,075	16,797	24,547	(11,075)
	<i>Total</i>	1,753,834	1,347,565	1,092,032	443,371	800,157	252,283