

KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT



FY19/20 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 2019-2020 ADOPTED BUDGET**

REVENUES

<i>Prior Year Millage Rate:</i>	1.0000
<i>Roll- Back Rate:</i>	0.9440
<i>Taxable Value</i>	3,585,678,529
<i>Millage Rate :</i>	1.0000
<i>% over roll-back rate</i>	5.93%

Ad Valorem Taxes (97% collection rate)	\$ 3,478,108
Intergovernmental Revenue - Monroe County - Contribution for Capital Infrastructure (150,000 for capital outlay)	150,000
SAFER Grant - 5 Personnel Year #1&#2 (2/13/19 start) (3 year term 75% funding provided year 1 & 2, 35% funding year 3)	164,869
Interest Income	12,000
Total Revenues	\$ 3,804,977

UNASSIGNED FUND BALANCE OCT 1, 2019	1,741,896
COMMITTED FUND BALANCE TRAUMA DISTRICT OCT 1, 2019 (247,771 EMS)	247,771
COMMITTED FOR VEH REPL FUND BALANCE OCT 1, 2019	300,114
TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES	\$ 6,094,758

EXPENDITURES

Key Largo Fire/EMS District Board	
Operating Expenditures	\$ 327,873
Reserve Transfers	225,000
Subtotal District Board	\$ 552,873
Key Largo Fire & Rescue	
Operating Expenditures	\$ 1,822,017
Capital Outlay	169,000
Subtotal Key Largo Volunteer Fire Department	\$ 1,991,017
Key Largo Ambulance	
Operating Expenditures	\$ 659,887
Capital Outlay	257,012
Subtotal Key Largo Volunteer Ambulance Corp.	\$ 916,899
Total Expenditures & Transfers	\$ 3,460,789

FUND BALANCE	
UNASSIGNED FUND BALANCE SEPT 30, 2020	2,311,084
COMMITTED FUND BALANCE TRAUMA DISTRICT SEPT 30, 2020 (22,771 EMS)	22,771
COMMITTED FOR VEH REPL FUND BALANCE SEPT 30, 2020	525,114
TOTAL EXPENDITURES & FUND BALANCES	\$ 6,094,758

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
BUDGET DETAILS - DISTRICT**

Department: 1100 District Board

Exp Transaction Code 511 (except as indicated below)

Acct #	Computation / Explanation	FY 19-20 Adopted Budget
110	Board Member Stipends 5 Members @ \$ 200 / month x 12 months	12,000
210	FICA Taxes: @ 7.65 % of Wages	918
511.240	Worker's Compensation	752
514.310	Legal Services	45,000
512.311	District Clerk Services	19,000
513.320	Accounting and Financial Services	
.01	District Audit	10,000
.02	Financial and Accounting Services	60,000
<i>Total Accounting & Financial Services</i>		70,000
400	Travel & Per Diem - Training, Seminars, Meetings	4,000
450	Insurance & Risk Management:	
	Public Position Bond	100
	General & Mgt Liability, Commercial Auto and Excess Liability	2,133
<i>Total Risk Management</i>		2,233
470	Printing and Binding	3,000
490	General Departmental: Miscellaneous Expenses	
.01	MoCo Property Appraiser Charges	56,327
.02	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)	104,343
.03	Discretionary Expenditures	1,000
<i>Total General Departmental</i>		161,670
411	Advertising	5,500
510	Office Supplies & Equipment	500
540	Dues, Subscriptions and Publications	3,300
Department Total Operations		\$ 327,873
919	Transfer to Committed Funds for Vehicle & Equipment Replacement	225,000
Department Total Including Transfers to Reserves		\$ 552,873

Total Operating Budget	327,873
Total Capital & Reserve Budget	225,000
Total	552,873

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
BUDGET DETAILS - FIRE DEPARTMENT**

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

Acct #	Computation / Explanation	FY 19-20 Adopted Budget
120	Regular Salaries & Wages:	
	Administrative Stipend (\$750 per month 3- Full Time Captains, Lieutenants)	27,000
.02	Station Officers / Driver Engineers / Firefighter-EMT-B/P's - 13 full-time including Step Raises, 2% D/E Cert. pay & 20%/10% Officer pay- does no include SAFER Grant funds	751,711
	<i>Total Regular Salaries & Wages</i>	778,711
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 holidays diff.	245,000
	<i>Total Volunteer Pay</i>	245,000
140	Overtime wages	110,000
210	Employer Payroll Taxes @ 7.65% of Pay	86,729
220	Retirement Plan - 401(k)	40,000
230	Employee Insurance Benefits	
	Medical/Dental/Vision/Life Insurance for (13) Full Time Employees	78,000
	Statutory AD&D	2,200
	<i>Total Insurance Benefits</i>	80,200
240	Worker's Compensation	34,386
250	Unemployment Tax	750
312	Professional Services:	
	Grant Writing Services	2,500
	Firefighter Annual Physicals	20,000
	Background Checks, Drug Testing, Drivers License Checks	1,500
	<i>Total Professional Services</i>	24,000
314	Legal Services (Requires District Board Approval)	-
320	Accounting Fees	10,000
400	Travel & Per Diem - (Greater FL Fire School, Orlando Fire Conference, Seminars, etc.)	4,500
410	Phones, Television & Internet (Station Phones, Air Cards) approx. \$1200 per month for all	11,000
411	Advertising	500
412	Postage & Freight	500
430	Utilities	
.01	Electric	27,000
.02	Water	10,000
.03	Fire Hydrant Maintenance @ \$ 50 per hydrant - Hydrant's increased to 275 total in KL	13,750
.04	Propane Gas	500
.07	TV Service	4,700
	<i>Total Utilities</i>	55,950
440	Rent & Leases:	
	Station 24 Copier/Scanner/Fax Lease	5,000
	Oxygen Tank Rental	2,600
	Annual Lease Payment - DEP Station 25 Property	300
	Red Alert NFRIS Incident Reporting Program Support and Maintenance & SmartCop CAD	6,000
	Software - Fire Manager Scheduling and Time & Attendance Software	2,000
	<i>Total Rent & Leases</i>	15,900

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
BUDGET DETAILS - FIRE DEPARTMENT**

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

Acct #	Computation / Explanation	FY 19-20 Adopted Budget
450	Risk Management	
	Package Policy (Property, General & Mgmt. Liability, Portable Equip, Umbrella & Auto)	58,648
	Cancer Benefit Insurance (New FL Statue)	1,760
	Accident and Sickness	5,000
	Storage Tank Liability	1,500
	<i>Total Risk Management</i>	66,908
460	Repair & Maintenance: Equipment - Aerial Testing, Hose Testing, Pump Testing, Hydraulic Testing,	34,000
461	Repair & Maintenance: Buildings & Grounds	43,250
462	Repair & Maintenance: Vehicles	45,000
470	Printing and Binding	100
490	General Departmental: General Office & Administrative Costs	
.05	Other including Recruitment & Retention	2,000
.06	Computer / IT Services	6,000
	<i>Total General Departmental</i>	8,000
491	Training - Instructor Fees, Education, Student Text and Fire Prevention	
.01	In-house training courses (Outside/In-house instructors/vendors) - Pump Ops, Officer	10,200
.02	Out of area training - Orlando Fire Expo, GFFS, Intercontinental Fire Academy, Seminars,	5,000
.03	Fire Prevention (KLVFD Only) - Fire Safety Demonstrations at School	3,250
.04	Education & Text Books	2,500
.05	KAPLAN online education (60 firefighters)	4,500
	<i>Total Training</i>	25,450
510	Office Supplies & 2 New Computers for Station 24	4,000
520	Operating Supplies	
.01	Fire Ground Safety (highway vests, cones, etc.)	1,750
.02	Daily Operating/Maintenance Supplies including small tools less then 1k (hoses, nozzles,	18,000
.03	Medical Supplies & Equipment	4,500
.05	Station Cleaning/Housekeeping Supplies	4,500
.06	Firefighting Gear - (including helmets, gloves, hoods, boots, coat & pants) 7 sets of Bunker	19,833
.07	Clothing, Apparel - Pants, extrication gloves, tee shirts, patches, etc.	8,000
.08	Fire fighting Foam or suppression agent	11,000
	<i>Total Operating Supplies</i>	67,583
521	Fuel: Gasoline (for portable equipment)	100
522	Fuel: Diesel	26,000
540	Dues, Subscriptions and Publications (email and security)	1,500
630	Capital Outlay: Infrastructure Improvements - Fire Hydrants	
	\$150,000 from Monroe County ILA	150,000
	<i>Total Capital Outlay: Infrastructure Improvements - Fire Hydrants</i>	150,000
640	Capital Outlay: Equipment	
	Replace Bunker Gear Lockers at Station 24 - 2nd purchase, 1st purchase was FY18/19	5,000
	<i>Total Capital Outlay: Equipment</i>	5,000
642	Capital Outlay: Small Tools & Equipment	
	Various Tools, Equipment, etc. Costing >\$1,000 but < \$ 5,000 per each item and a useful life of 1 year or more	14,000

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
BUDGET DETAILS - FIRE DEPARTMENT**

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

Acct #	Computation / Explanation	FY 19-20 Adopted Budget
805	Upper Keys Honor Guard	
.01	Uniform for 1 member	500
.02	Flags/Poles/Pendants	-
.03	Training	500
.04	Travel	1,000
<i>Total Upper Keys Honor Guard</i>		2,000

<i>Total Operating Budget</i>	1,822,017
<i>Total Capital Budget</i>	<u>169,000</u>
<i>Total</i>	<u>1,991,017</u>

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
BUDGET DETAILS - AMBULANCE CORP

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

Acct #	Computation / Explanation	FY 19-20 Adopted Budget
120	Regular Salaries & Wages:	
.01	Administrative (1 Position) 3% Increase & unused vacation	56,813
.02	Paramedic Payroll - min. \$15.00/hr 3% increase - includes sick 104 hours ea & holiday 6x8 hours ea and vacation time 160 hours ea per year for 3 fulltime medics)	322,941
	<i>Less: EMS Income Applied to Offset Reimbursement</i>	(292,300)
	<i>Total Paramedic Payroll Reimbursement</i>	30,641
	<i>Total Regular Salaries & Wages</i>	87,454
121	Volunteer Pay: Volunteer Reimbursement - Includes \$500 per month for Deputy Chief of Administration	151,000
140	Overtime Wages 3% increase	4,600
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	40,955
220	Retirement Contributions - 401K	2,500
230	Benefits for full-time medics (3 @ up to \$500 per mo. each FT emp. for health	18,000
240	Worker's Compensation	15,115
250	Unemployment Tax - based on projected	300
312	Professional Services: Medical Director, etc.	
.02	Medical Director	18,000
.03	Background Checks, drug testing	750
.04	Other - Grant Writing	2,000
	<i>Total Professional Services</i>	20,750
320	Accounting and Financial Services	11,000
400	Travel & Per Diem - Training, Seminars, Meetings	4,000
410	Station Phone Services: (4 phone & 2 fax lines), DSL/Internet, Wireless Air Cards for laptops in trucks - based on projected estimate	10,500
411	Advertising	400
412	Postage & Freight	350
430	Utilities	
.05	Electric & Propane	11,500
.06	Water	3,200
	<i>Total Utilities</i>	14,700
440	Rental Equipment - O2 rental bottles, etc.	4,500

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
BUDGET DETAILS - AMBULANCE CORP**

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

Acct #	Computation / Explanation	FY 19-20 Adopted Budget
450	Insurance & Risk Management	
	Fire/Wind/Flood	33,417
	Auto & Umbrella	10,156
	Disability Insurance (All Members) -	3,500
	<i>Total Insurance & Risk Management</i>	47,073
460	Repair & Maintenance: Equipment - includes \$1,250 for replacement of washer and dryer	41,250
461	Repair & Maintenance: Buildings	25,000
462	Repair & Maintenance: Vehicles	25,000
470	Printing and Binding	1,250
490	General Departmental: Miscellaneous Expenses	
.08	Computer R&M	6,000
.10	Employee Assistance Program (program through AETNA approx. \$2 per month per member)	1,100
.12	Membership & Retention	2,500
.14	Key Largo Wastewater District Assessment	-
	<i>Total General Departmental</i>	9,600
491	Training - Instructor Fees, Education	
.07	ACLS/PALS (taught in alternating years)	1,500
.08	ClinCon (4 reg.x \$335 ea) or EMS Expo (4 registration x \$440 ea)	1,760
.10	Misc. Training/Books & pig tracheas	900
.15	Handtevy Pals class	1,750
.20	Kaplan online training for members (45 @ \$40 each)	-
.25	Advanced Airway Management	2,400
.30	ACS with 12-lead	2,400
.40	Advanced Stroke Life Support	2,400
.50	Florida Mass Casualty Triage on-line course	900
	<i>Total Training</i>	14,010
510	Office Supplies	2,500

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
BUDGET DETAILS - AMBULANCE CORP**

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

Acct #	Computation / Explanation	FY 19-20 Adopted Budget
520	Operating Supplies	
.09	Station Supplies: Ambulance & Building	9,750
.10	Medical Supplies: Bandages/First Aid/Drip Sets	52,000
.11	Uniforms, Clothing and Apparel, Membership Supplies	4,500
.12	Small Tools: 8 new Minitor VI pagers @ \$535 + \$500 for other tools	4,780
	<i>Total Operating Supplies</i>	71,030
522	Fuel: Diesel	14,000
524	Medicine & Drugs : Supplies: Medicine & Controlled Substances	22,000
	Narcan to Community	600
	<i>Total Medicine & Drugs</i>	22,600
540	Dues, Subscriptions and Publications	450
643	Capital Outlay: Buildings	
	Repair work for Hurricane Irma damage & interior repairs	24,512
	Replace Station 23 office carpet with tile	5,000
	Second handrail for crew quarters stairway	2,500
	<i>Total Capital Outlay: Buildings</i>	32,012
641	Capital Outlay: Vehicles - 2008 Ambulance Replacement, using Trauma District Funding	225,000

Department Total

<i>Total Operating Budget</i>	659,887
<i>Total Capital Budget</i>	257,012
<i>Total</i>	<u><u>916,899</u></u>

**KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2019-2020
VEHICLE REPLACEMENT SCHEDULE**

9/27/2019

Year	Beginning Balance	Contributions	Purchases & Other Distributions	Ending Balance	Vehicle to be Replaced
09/30/20	\$ 300,114	\$ 225,000	\$ -	\$ 525,114	ambulance (new in 2008) replaced with Trauma District Funding
09/30/21	525,114	225,000	(231,750)	518,364	ambulance (new in 2011)
09/30/22	518,364	225,000	(248,728)	494,636	Cascade/Air Truck
09/30/23	494,636	225,000	-	719,636	
09/30/24	719,636	225,000	-	944,636	
09/30/25	944,636	225,000	(260,837)	908,799	ambulance (new in 2015)
09/30/26	908,799	225,000	(268,662)	865,137	ambulance (new in 2016)
	865,137	225,000	-	1,090,137	
09/30/28	1,090,137	225,000	-	1,315,137	
09/30/29	1,315,137	225,000	-	1,540,137	
09/30/30	1,540,137	225,000	(357,657)	1,407,480	ambulance (new in 2020)
09/30/31	1,407,480	225,000	(311,453)	1,321,027	ambulance (new in 2021)
09/30/32	1,321,027	225,000	(705,680)	840,347	E25
09/30/33	840,347	225,000	(765,106)	300,241	E24
09/30/34	300,241	225,000	(468,354)	56,887	Tanker

Equipment/Vehicle Type	Dept	Unit #	Year New	Service Life	Replace Year	Years to Replacement	Estimated Replacement Cost in FY20
Technical Rescue Pumper	Fire Rescue	SQUAD-24	2013	20	NA	NA	-
Tanker/Pumper	Fire Rescue	TANKER-24	2014	20	2034	14	309,637
Ladder / Pumper	Fire Rescue	LADDER-24	2014	25	2039	19	637,132
Class A Engine	Fire Rescue	ENGINE-25	2017	15	2032	12	494,950
Class A Engine	Fire Rescue	ENGINE-24	2018	15	2033	13	521,000
Cascade Air Fill & Lighting Truck	Fire Rescue	AIR-24	2002	20	2022	2	234,450
Dive Rescue Van	Fire Rescue	WATER RESCUE-25	2009	15	NA	NA	-
Type III Ambulance	EMS		2008	10	2018	-2	225,000
Type III Ambulance	EMS		2011	10	2021	1	225,000
Type III Ambulance	EMS		2015	10	2025	5	225,000
Type III Ambulance	EMS		2016	10	2026	6	225,000