



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Kenny Edge; Seat 4: George Mirabella; Seat 5: Danny Powers

DISTRICT MEETING AGENDA

March 22, 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=Ylp2b3JYckhlQVpwVkhFIMmVKbE1uZz09>

1. **AGENDA**
 - 1a. Call to Order
 - 1b. Roll Call
2. **APPROVAL OF AGENDA & MINUTES**
 - 2a. Approval of March 22, 2021 District Meeting Agenda
 - 2b.1 Approval of February 08, 2021 Strategic Planning Workshop Minutes
 - 2b.2 Approval of February 08, 2021 District Meeting Minutes
3. **PUBLIC COMMENT**
4. **CHAIRMAN REPORT**
5. **SECRETARY REPORT**
6. **OLD BUSINESS**
 - 6a. Fire Hydrant Report (Edge)
7. **NEW BUSINESS**
 - 7a. MOTION/APPROVAL: Resolution 2021-001 Public Safety (Jones)
 - 7b. DISCUSSION: EMS Calls & Refusals 2016 and 2020 (Conklin)
8. **FINANCE REPORT**
 - 8a. KLFR&EMS District Five-Year Capital Budget – 2 Rescue
 - 8b. KLFR&EMS District Five-Year Capital Budget – 3 Rescue
9. **LEGAL REPORT**
10. **AMBULANCE CORPS REPORT**
 - 10a. KLVAAC Monthly Reports (1/31/21– 02/28/21)
 - 10b. KLVAAC Weapons Policy Update



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DISTRICT MEETING AGENDA

(Continued)

March 22, 2021

11. FIRE DEPARTMENT REPORT

- 11a. KLFD Monthly Reports (12/31/20 – 02/28/21)
- 11b. KLFD Performance Reports (01/31/21 – 02/28/21)
- 11c. KLVD Work Schedule & Benefits Agreement
- 11d. KLFD Loss/Gain Summary & Detailed Reports (2020 (as of 3/5/21))

12. COMMISSIONER ITEMS

13. NEXT MEETING

- 13a. KLFR&EMS April 12, 2021 or April 26, 2021

14. ADJOURN

NEXT MEETINGS

April 12, 2021 District Meeting (if required)
April 26, 2021 District Meeting
May 10, 2021 District Meeting (if required)
May 24, 2021 Strategic Planning Workshop
May 24, 2021 District Meeting
June 14, 2021 District Meeting (if required)
June 28, 2021 KLVAC Budget Workshop
June 28, 2021 District Meeting

DOCUMENTS

AI 02a. District Meeting Agenda
AI 02b.1 Minutes Strategic Planning Workshop February 08, 2021
AI 02b.2 Minutes District Meeting February 08, 2021
AI 07a. Resolution 2021-001
AI 07b. EMS Calls & Refusals 2016 and 2020
I 08a. KLFR&EMS District Five-Year Capital Budget – 2 Rescue
AI 08b. KLFR&EMS District Five-Year Capital Budget – 3 Rescue
AI 10a. KLVAC Monthly Reports (1/31/21 – 02/28/21)
AI 10b. KLVAC Weapons Policy Update
AI 11a. KLFD Monthly Reports (12/31/20 – 02/28/21)
AI 11b. KLFD Performance Reports 01/31/21 – 02/28/21)
AI 11c. KLVD Work Schedule & Benefits Agreement
AI 11d. KLFD Loss/Gain Summary & Detailed Reports (2020 (as of 3/5/21))

Persons who wish to be heard shall send submit a
Speaker Request Form to the Chairman or request to speak via Zoom.



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DISTRICT "STRATEGIC PLANNING WORKSHOP" February 8, 2021

1. AGENDA

1a. Call to Order

Chairman Allen called the combination (in-person meeting and Zoom video conference) District Meeting to order 6:05 pm.

Pledge of Allegiance

Commissioner Mirabella led the Pledge of Allegiance.

1c. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, Kenny Edge (Zoom), George Mirabella, and Danny Powers. There was a quorum. David Garrido and Gaelan Jones, Esq. were also present.

Also present via Zoom were: Don Bock, Vicky Fay, CJ Jones, Jennifer Johnson. Jason Mumper and Scott Robinson.

2. APPROVAL OF AGENDA

2a Approval of February 8, 2021 Strategic Planning Workshop Meeting Agenda

MOTION: Commissioner Edge made a motion **to approve the February 8, 2021 Strategic planning Workshop Meeting Agenda.**
The motion was seconded by Commissioner Conklin and the Board unanimously passed the motion.

3. PUBLIC COMMENT

Sue Heim spoke at items 19-002 and 20-18.

4. BRAINSTORMING (Looking to the Future)

This item is on District Meeting Agenda Item 7f.

5. REVIEW STRATEGIC PLANNING ACTION ITEMS

5a. Emergency Pay Plan

See Item 20-016.

5b. Review Strategic Plan List

Gaelan Jones led the review of the Strategic Plan list.



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19-002 General Funding

Chairman Allen and Gaelan Jones met with Commissioner Forster who was receptive to the renewal of Fire Hydrant ILA and the 2nd story addition. The Board will continue to develop the one-year timeline from today. A resolution that is approved by the KLFR&EMS Board and the BOCC needs to be sent to the Supervisor of Elections for placement on the ballot 90 days in advance of the election.

19-003 Limited Revenue

This item is linked to #20-015, District Business Plan.

19-004 Identify Actions Required to Raise Millage

This item is linked to #20-015, District Business Plan.

19-005 Special Assessment Cost Recovery

This item is linked to #20-015 District Business Plan. This item was tabled until Millage issue is resolved.

19-006 Website User Friendliness

Gaelan Jones has been revising and updating the website broken links. Vicky is updating and reviewing. Gaelan Jones reported the Corporate Board Meetings may be added to the District website, and he will get with the departments.

19-007 Communications Plan

The Clerk is placing posts on the website.

20-002 Economic Indicators

Jennifer Johnson reported the real estate market is strong, values will be set in December, and Finance does not expect a decrease in value. Sales tax revenue has decreased due to COVID-19.

20-003 Five-Year Capital Improvement Plan

The Fire Department 5-Year Plan was presented on 1/25/21 and the Ambulance Corps was presented on 2/1/21. Next meeting the overall plan, District Plan and revenue requirements to meet the plans.

20-004 Potential Litigation

Both Gaelan Jones and Vicky Fay are monitoring potential litigation. No bills have left the Legislative Committees; however, they are expected to bring more transparency to Special Districts. Gaelan discussed several proposed bills, which includes the change to the Firefighter's Bill of Rights.

20-005 Review Retention Incentives

This item was moved to the 2nd and 3rd Quarters of 2021. Scott Robinson indicated EMS updated the Step Plan for this year, and will relook at the 401K Plan. Don Bock reported the Fire Department's 401K is at 8%, and the department does not qualify for the State 175 plan.



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20-007 Grant Funding

The FEMA Safer Grant Debrief was rescheduled to 2/11/21, and the Fire Department will consider another SAFER grant based upon the results of this call. The Corps has an item on the District Meeting to apply for a grant.

20-008 Community Support

The Fire Department worked with the Marines for the 2020 Toys for Tots Program. in 2021. the Departments are not scheduling community support activities until COVID-19 slows down.

20-011 Fire Hydrant Project, Phase 9 FY 20-21

Phase 9, the two hydrants on Kay Drive and Samson Road have been installed, and La Rocco is following up with FCAA on the balance of the Phase 9 hydrants permits. Commissioner Edge will follow up with computer issues. The Fire Department is adding blue reflectors or reflector tape to ensure the fire hydrants are visible at night. Commissioner Edge will coordinate public safety issues with Captain Garrido.

20-012 Prepare KLFD Strategic Plan

The Fire Department is working on the Strategic Plan.

20-013 Prepare KLVAC Strategic Plan

The Ambulance Corps is working on the Strategic Plan, the ultimate goal is for three people at each station per day.

20-014 Fact-Finding Business Plan

Both departments have submitted their 5-Year Operating/Capital Budgets. This item will be included in the 5-Year Plan.

20-015 District Business Plan

No action at this time. Jennifer needs both department's plans.

20-016 Emergency Pay Plan

Commissioner Mirabella reported the Corps presented the Emergency Plan at the Corporate Board meeting. It has not been finalized yet. Suggested updates include volunteers receive double the stipend, and paid staff on duty will receive time and a half after 40 hours. This is to not exceed a four-day period, and the cost would be approximately \$20,000. The Departments will simultaneously submit Emergency Pay Plans as an Agenda Discussion Item to the Board.

21-017 20th Anniversary 911 Service

Commissioner Conklin reported a committee is being established including the Sheriff's Office, Ambulance Corps and Fire Department to conduct a 20th anniversary 911 service at the North Station.

21-018 IT Support

Chairman Allen suggested IT support for the District, it will be reviewed at budget time. Gaelan Jones will bring a proposal to the next meeting for IT support including: 1) video conferencing, 2) website



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21-018 IT Support (Continued)

maintenance, 3) network or device management, and 4) hearing and seeing people talking. Gaelan Jones will get with Jennifer Johnson to discuss KLWTD purchases.

21-019 Public Safety

This item was added to follow up on street lighting.

6. ADJOURN WORKSHOP

Commissioner Mirabella made a Motion to adjourn at 7:03 pm, which was seconded by Commissioner Powers and unanimously approved by the Board.

Documents

Agenda

Strategic Planning Action Plan

Next Scheduled Workshop:

May 24, 2021

| | | 21201: 2 nd Story contract and contract changes to Board on 210125 f | | | |
|--------|--------------------------|--|---|--------|--|
| # | ASSIGNED TO | ACTION ITEMS | TARGET DATE | STATUS | 02/22/21 District Meeting . . . Page 1 of 2 Comments Incorporated After 02/08/21 Meeting |
| 19-002 | ALLEN | GENERAL FUNDING SOURCE - General Sales Tax SP (0.7.1) | 2020 Ongoing | | 210222: Chairman Allen and Legal met with BOCC Commissioner Forster, who was receptive to fund the Fire Hydrant ILA and helping to fund 2nd Story addition; Fi210201: 2nd Story contract and contract changes to Board on 210125; 201116: The proposal to prepare the drawings was received from Burke, and Legal will review and bring back to the Board; 200803: Legal is working on the drawings; 200210: Legal is scanning drawings and then submitted to engineering firm; 191118: Legal will coordinate obtaining drawings and information for Station 24 second story; 190708: Commissioner Allen & Legal to meet with BOCC Commissioner to discuss Station 24 Second Story; 190225: Allen will meet with BOCC. |
| 19-003 | JOHNSON | Limited revenue - Review Increasing the Millage C - This Item is linked to 20-015. | 2021 (3rd Qtr.) | | 210201: This item is linked with 20-015; 201116: Recommendation millage to be raised 2022-2023; 200727: Rescheduled to 3rd Quarter of 2021; 200713: The Board voted not to raise the millage at the 03/09/20 meeting; 200210: See Item 19-004;. |
| 19-004 | JONES | Identify Actions Necessary to Raise Millage - This Item is linked to 20-015. | 2021 (3rd Qtr.) | | 210201: This item is linked with 20-015; 201116: Date remains the same, no action at this time; 200727 & 200713: Rescheduled to 3rd Quarter of 2021 as the Board voted not to raise the millage at the 03/09/20 meeting; 200210: At the March meeting, the Board will vote to raise the millage. |
| 19-005 | JONES CONKLIN BOCK | Special Assessment & Cost Recovery: Fire Department (SP 0.7.3) - T | TABLED UNTIL DETERMINATION OF MILLAGE ISSUE | | 210222: This item was tabled until Millage decision; 210201: This item is linked with 20-015; 201116: This item moved to 2021; List of Items has been prepared & Board will need to determine which items it would like to consider; 200727: Legal will meet with the departments; 200713: discuss; 200210: Legal met with the departments, and provided a list of potential billable items;. This item on hold until potential millage increase is resolved. |
| 19-006 | JONES | Update Website User Friendliness (SP: Outreach) | 2021 Ongoing | | 210201: Legal and clerk updating website; 201116: This item moved to 2021; 20727: Senate Bill 1466 changes District website requirements; 200713: Legal continues to tweak the website for user friendliness; 200210: Legal will resolve technical issues. |
| 19-007 | KLVFD KLVAC Clerk | Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter | 2021 Ongoing | | 210201: Clerk is posting to the website; 201116: This item moved to 2021, and the Clerk and Fire Department post updates; 200727: The Clerk posts safety tips on website and Fire Department is utilizing Facebook; 200210: The Clerk submitted an advertising proposal to commissioners for raising the millage; Snapchat and Twitter were removed and website may be used to promote millage increase. |
| 20-002 | BOARD | Review economic indicators and budget accordingly (T.2) | 2021 (2nd & 3rd Qtrs.) | | 210201: Ongoing; 20116: Suggestion budget for multiple housing projects; 201116: This item moved to 2021; 200727 & 200713: This item was moved to 2021; The District is reviewing during current budget cycle; 200210: This is being monitored and will be reviewed during budget process. |
| 20-003 | JOHNSON | Review and update the Five-Year Capital Improvement Plan annually (T.3) | 2021 (Ongoing) | | 210222: The overall plan, District plan and revenue requirements will be presented at next meeting; 210201: EMS 5-Year Plan presented to Board and 012421 Fire Department presented to 5 Year Plan to Board; 201116: Finance needs individual departments 5 Year Capital Plan; 200727: Finance distributed 5 Year Plan to Departments for updating and is awaiting information from the departments; 200210: Finance will distribute to departments. |
| 20-004 | JONES FAY | Identify Potential Legislation Important to District & Identify a District representative to represent the District, if/when required. | 2021 (2ndQtr.) | | 210201: Legal and Clerk monitoring beginning of legislative session and session to end in April 2021; 201116: Legal & Clerk monitor; 200727: Senate Bill 1466 changes District website requirements; 200713: Legal reviewed and provided information to the Board regarding potential litigation: Legal will review pending litigation; 200210: Legal will research. |
| | | | | | |

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|--------|---------------------------|---|------------------------|---------------|--|
| | | | | | |
| | ASSIGNED TO | ACTION ITEMS | TARGET DATE | STATUS | 02/22/21 District Meeting . . . Page 2 of 2 Comments Incorporated After 02/08/21 Meeting |
| 20-005 | KLVFD KLVAC | Review Retention Incentives including 401K Match | 2021 (2nd & 3rd Qtrs.) | | 210222: Departments will review 401K Plans; 201116: This item was moved to 2021; KLFD submitted 8% to Board on 201012, Corps 6% and KLFD would like to raise to 10%; , 200727 & 200713: The Fire Department is reviewing retirement options, and the Corps contacted DeMoss Financial regarding 401K plan ; 200210 & 191118: Retention incentives were reviewed during budget process; this item was moved to 2020 and Fire Department would like a pension. |
| 20-007 | KLVFD KLVAC | Pursue additional grant funding (SP Funding) | 2021 (3rd Qtr.) | | 210222: FEMA Safer Debruef on 210211, Fire Department will apply for 3rd Safer Grant; 210201: EMS Grant Application at 210208 meeting; 201116: This item moved to 2021; 2nd Safer grant not received & Clerk will follow up with FEMA; 200727: & 200713: The Fire Department applied for a 2nd Safer Grant, and the Corps did not apply for any grants; 200210 & 191118: The Fire Department applied for a private Ballistic Vest grant; 190708: Submitted grant for Ultrasound Machine. Grants need to be reviewed for accuracy; 181119: The District received the AFG grant for radios and the SAFER grant for full-time firefighters. |
| 20-008 | CONKLIN BOCK | Community Support | 2021 Ongoing | | 210201: Fire Dept worked with Marines for Christmas toys for tots; 201116: Fire Dept. conducted Fire retention & Mask Training; Corps will assist in administering vaccines; 200727: No events were scheduled due to Covid-19, events are planned later in the year, if appropriate; 200210 & 191118: The Fire Department conducted Fire Prevention Week Training in both departments and participated in Stuff-the Bus - moved to 2020. |
| 20-011 | EDGE | Fire Hydrant Project Phase 9 (FY 2020-2021) | 2021 (3rd Qtr.) | | 210222: Contractor working with FKAA for permits and two hydrants installed; 201116: Bid Selection Committee provided recommendation to Board; 200727: & 200713: The Phase 9 Fire Hydrant List was submitted to FKAA for approval. |
| 20-012 | KLVFD | Prepare KLVFD Strategic Plan | 2021 Ongoing | | 210222: Department is working on Plan; 201116: This item moved to 2021 and the Board reconfirmed Strategic Plan is needed; 200727: This item was added to the District Action List. |
| 20-013 | KLVAC | Prepare KLVAC Strategic Plan | | | 210222: Plan is being presented at meeting on 210208; |
| 20-014 | FACT-FINDING COMMITTEE | Fact-Finding Provide Business Plan to District Board. | | | 210222: Thi Fact-Finding Committee Report will be included in 5 year plan; 210201: Both Departments 5-Year Plans are being presented to Board; 201116: The Fact-Finding Committee made a Presentation and need to add 5 Year Capital Budget; 200727: This item was added to the District Action List. |
| 20-015 | DISTRICT | District Prepare Business Plan (4 to 5 years) | | | 201116: No action at this time; 200727: This item was added to the District Action List. |
| 20-016 | DISTRICT | Emergency Pay Policy | | | 210222: the Departments will simultaneously submit plans as Discussion Item to Board for review; 201116: No action at this time; 20091: From District Meeting |
| 21-017 | CONKLIN | 20th Anniversary 911 Service | 2021 (3rd Qtr.) | | 210222: A committee will be established to work on 911 Anniversary Service; 210201: Item added at 012521 Meeting |
| 21-018 | ALLEN | IT Support | 2021 (3rd Qtr.) | | 210222: Legal will present proposal to District Board; 210201: Item added at 012521 Meeting |
| 21-019 | EDGE/ GARRIDO | Public Safety | 2021 Ongoing | | 210222: This item added at 02/08/21 Meeting. |



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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DISTRICT MEETING MINUTES

February 8, 2021 **DRAFT**

1. AGENDA

1a. Call to Order

Chairman Allen called the combination (in-person meeting and Zoom video conference) District Meeting to order 7:07 pm.

1b. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Frank Conklin, Kenny Edge (Zoom), George Mirabella, and Danny Powers. There was a quorum. David Garrido and Gaelan Jones, Esq. were also present.

Also present via Zoom were: Don Bock, Vicky Fay, CJ Jones, Jennifer Johnson. Jason Mumper and Scott Robinson.

2. APPROVAL OF AGENDA & MINUTES

2a. Approval of February 8, 2021 District Meeting Agenda

MOTION: Commissioner Powers made a motion ***to approve the February 8, 2021 District Meeting Agenda***. The motion was seconded by Commissioner Edge, and the Board unanimously passed the motion.

2b. Approval of January 25, 2021 District Meeting Minutes

MOTION: Commissioner Edge made a motion ***to approve the January 25, 2021 District Meeting Minutes***. The motion was seconded by Commissioner Mirabella, and the Board passed the motion unanimously.

3. PUBLIC COMMENT

Sue Heim and Dr. Morrison addressed the Board at Item 7B.

4. CHAIRMAN REPORT

Chairman Allen did not have any items to report to the Board.

5. SECRETARY REPORT

There were no items presented to the Board by Commissioner Edge.

6. OLD BUSINESS

6a. Fire Hydrant Report

Commissioner Edge reported two hydrants have been installed, and LaRocco is working with FKAA for the remainder of the Phase 9 hydrants to be permitted.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Kenny Edge; Seat 4: George Mirabella; Seat 5: Danny Powers

7. NEW BUSINESS

7a. MOTION/APPROVAL: Offer the Dive Rescue Vehicle for Sale to the Sheriff's Office \$30,000

MOTION: Commissioner Conklin made a motion **to approve the sale of the Dive Rescue Vehicle to the Sheriff's Office for \$30,000.** The motion was seconded by Commissioner Powers. The vote was as follows: Allen (Y), Conklin (Y), Edge (Y), Mirabella (Y), and Powers (Y). The Board unanimously passed the motion.

7b. MOTION/APPROVAL: KLFD Quotes for Maximo Rad-57

Captain Garrido explained the difference in quotes was because Round Tree has a direct contact with the manufacturer, and Round Tree will honor the outdated quote. Dr. Morrison indicated the purchase increases the District's ability to respond to the community.

MOTION: Commissioner Conklin made a motion **to approve the Round Tree outdated quote for the Maximo Rad 57 in the amount of \$4,518.75.** The motion was seconded by Commissioner Mirabella, and the Board unanimously passed the motion.

7c. DISCUSSION: 2nd Story Contract

Gaelan Jones presented the 2nd Story Contract to the District Board for their review of changes to scope of work made by vendor. There were no changes to the legal contract terms. Board acknowledged agreement to changes in scope of work and directed Legal to proceed with contract.

7d. MOTION/APPROVAL: Adding Third Ambulance for Local Calls at Station 25

The District Board, departments and Dr. Morrison discussed the addition of a third ambulance at Station 25 for 911 calls due to the increases in population and the number of calls between mile markers 110 through 115. Discussion that interfacility transport is not primary purpose of installing the third ambulance; primary purpose to run local calls.

MOTION: Commissioner Powers made a motion **to approve the addition of a third ambulance at Station 25 for 911 service, subject to the availability of funding and equipment in 2021-22 budget.** The motion was seconded by Commissioner Conklin. The vote was as follows: Allen (Y), Conklin (Y), Edge (Y), Mirabella (Y), and Powers (Y). The Board unanimously passed the motion.

7d.1 EMS Grant Application – Letter of Notification

MOTION: Commissioner Powers made a motion **to approve the Ambulance Corps applying for an EMS grant to place an ambulance at Station 25 for 911 calls.** The motion was seconded by Commissioner Edge, and the Board unanimously passed the motion.



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7e. MOTION/APPROVAL: Purchase of Air Truck \$176,748.00

Gaelan Jones reported the previously reported quote of approximately \$205,000 was a ceiling price from purchasing group Sourcewell, local dealer Rosenbauer quoted \$176,748.00 due to savings they can secure on vehicle parts and equipment. The quote requires an up-front pre-payment of 100%, which includes P&P Bond. The vehicle construction period is expected to be approximately nine months.

MOTION: Commissioner Conklin made a motion **to approve Rosenbauer's quote of \$176,748.00 with a 100% up-front prepayment.** The motion was seconded by Commissioner Powers, and the Board unanimously passed the motion.

7f. DISCUSSION: Street Lighting

Commissioner Edge will contact the County to clarify if FDOT or Monroe County is responsible for maintaining Key Largo's street lighting which would improve community safety.

8. FINANCE REPORT

8a. KLVAC Five-Year Capital Budget

Jennifer Johnson reported the Ambulance Corps 5-Year Plan as follows: 2022 (\$1,521,194), 2023 (\$1,544,984), 2024 (1,770,649), 2025 (\$2,008,397) and 2026 (\$2,152,321). Johnson noted the increases in operations are due to increased staffing. Ambulances were the majority of capital expenses, which included a third ambulance being added at Station 25 next fiscal year. Commissioners were requested to send any questions regarding operating or capital expenses to Ms. Johnson.

9. LEGAL REPORT

Gaelan Jones did not have any additional legal items to report to the Board.

10. AMBULANCE CORPS REPORT

10a. KLVAC Call Log 201231

10b. KLVAC 2020 Total Call Log

Scott Robinson reported nine new volunteers are starting in the next few weeks. There have been lots of calls. He complimented the Fire Department on the amazing job they are doing on the streets, and the departments will make a concerted effort to function well together.

11. FIRE DEPARTMENT REPORT

11a. KLFD Performance Report 201231

Captain Garrido has been compiling the apparatus quotes, and noted the Corps support at the fire. Commissioner Edge noted the Captain's initiative to ensure the fire hydrants could be located at night.

12. COMMISSIONER ITEMS

Commissioner Mirabella confirmed funding is available for the FASD Conference. Commissioner Edge thanked both departments for the great job on fighting the fire.

13. NEXT MEETING

13a. KLFR&EMS February 22, 2021 or March 8, 2021

The next meeting will be March 8, 2021.



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14. ADJOURN

Commissioner Mirabella made a Motion to adjourn at 8:21 pm, which was seconded by Commissioner Powers and unanimously approved by the Board.

NEXT MEETINGS

March 8, 2021 District Meeting

March 22, 2021 District Meeting

DOCUMENTS

AI 02a. District Meeting Agenda

AI 02b. Minutes District Meeting January 25, 2021

AI 07b. Quotes for Maximo Rad-57

AI 07b. 2020 Medical Call Report (Stations 24 and 25)

AI 07c. Contract 2nd Story Drawings

AI 07d. EMS Grant Letter of Notification

AI 07e. Air Truck Purchase Rosenbauer \$176,748.00

AI 07e. Key Largo Price Comparison

AI 08a. KLVAC Five-Year Capital Budget

AI 10a. KLVAC Call Log 201231

AI10b. KLVAC 2020 Call Log

RESOLUTION NO. 2021-001

**A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND
EMERGENCY MEDICAL SERVICES DISTRICT,
EXPRESSING CONCERNS ON PUBLIC SAFETY
REGARDING THE LACK OF ADEQUATE STREET
LIGHTING ON US1 BETWEEN MILE MARKER 100 AND
MILE MARKER 104**

WHEREAS, Chapter 2005-329 Florida Statutes charges the Key Largo Fire and Emergency Medical Services District, the Key Largo Volunteer Fire and Rescue Department, and the Key Largo Volunteer Ambulance Corps (collectively, the “District”) with the provision of fire protection and firefighting services, as well as rescue and emergency medical services; and

WHEREAS, in fulfilling its responsibilities in the provision of rescue and emergency medical services, the District has responded to a number of motor vehicle accidents involving serious bodily injury or death to those individuals involved; and

WHEREAS, the District has noticed a significant concentration of serious motor vehicle-pedestrian accidents near Mile Marker 100 and Mile Marker 104, areas frequented by tourists for recreational purposes; and

WHEREAS, the District believes that lack of adequate street lighting in these areas is a contributing factor to the frequency of these accidents;

NOW THEREFORE, BE IT RESOLVED, that the Key Largo Fire and Emergency Medical Services District hereby expresses a formal declaration of its concern that lack of adequate street lighting along US1 in Key Largo Florida, specifically between Mile Markers 100 and 104, is a contributing cause to the severity and frequency of serious motor vehicle accidents that have occurred in those areas;

AND BE IT FURTHER RESOLVED, that the District will task Board Members and its staff to contact those agencies with jurisdiction over the roads, bridges, and utilities in the aforementioned area, including but not limited to the Florida Department of Transportation (“FDOT”), the Monroe County Board of Commissioners (“BOCC”) and the Florida Keys Electric Co-op, regarding the feasibility of installing additional street lighting along US1 between Mile Markers 100 and 104.

PASSED AND ADOPTED this ____ day of March, 2021 at _____ 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 _____, Seconded by _____

FINAL VOTE AT ADOPTION

| | |
|--------------------------------|-------|
| Chairman Tony Allen | _____ |
| Vice Chairman George Mirabella | _____ |
| Secretary/Treasurer Kenny Edge | _____ |
| Commissioner Frank Conklin | _____ |
| Commissioner Daniel Powers | _____ |

Calls for service and Patient refusals 2016-2020

| Years | Total calls | | Patient refusals |
|-------|-------------|--|------------------|
| 2016 | 1441 | | 368 |
| 2017 | 1602 | | 244 |
| 2018 | 1515 | | 228 |
| 2019 | 1446 | | 171 |
| 2020 | 1575 | | 294 |

KLFR&EMS DISTRICT
5 YEAR PLAN
FY22-FY27

2 EMS RESCUE UNITS

| | | | | | | |
|---|--------------|--------------|--------------|--------------|--------------|--------------|
| Millage Rate | 1.0000 | 1.2941 | 1.4798 | 1.2964 | 1.3815 | 1.3959 |
| Revenue | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Advalorem | \$ 3,848,959 | \$ 5,030,748 | \$ 5,810,173 | \$ 5,140,986 | \$ 5,533,242 | \$ 5,646,827 |
| Transfer In from Vehicle Replacement Fund & Trauma District Funding | \$ - | \$ - | \$ - | \$ 254,218 | \$ 258,000 | \$ - |
| Interest | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| Monroe County ILA for 304 funds | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Grant Revenue | \$ 35,264 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total | \$ 3,904,223 | \$ 5,050,748 | \$ 5,830,173 | \$ 5,415,204 | \$ 5,811,242 | \$ 5,666,827 |

| | | | | | | |
|----------------|------------|------------|------------|------------|------------|------------|
| District Board | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Operations | \$ 355,828 | \$ 397,839 | \$ 417,911 | \$ 399,459 | \$ 417,882 | \$ 418,078 |

| | | | | | | |
|----------------|------------|--------------|--------------|--------------|--------------|--------------|
| Ambulance Corp | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Operations | \$ 984,128 | \$ 1,090,985 | \$ 1,246,180 | \$ 1,292,761 | \$ 1,306,384 | \$ 1,436,073 |
| Capital | \$ 7,000 | \$ 103,000 | \$ 150,000 | \$ 254,218 | \$ 298,000 | \$ - |
| Total | \$ 991,128 | \$ 1,193,985 | \$ 1,396,180 | \$ 1,546,979 | \$ 1,604,384 | \$ 1,436,073 |

| | | | | | | |
|-----------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Fire Department | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Operations | \$ 2,486,954 | \$ 2,836,488 | \$ 3,035,551 | \$ 3,276,953 | \$ 3,408,314 | \$ 3,556,985 |
| Capital | \$ 89,500 | \$ 368,000 | \$ 486,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| Total | \$ 2,576,454 | \$ 3,204,488 | \$ 3,521,551 | \$ 3,291,953 | \$ 3,423,314 | \$ 3,571,985 |

| | | | | | | |
|---|--------------|--------------|--------------|--------------|--------------|--------------|
| Total Expenses before transfers to reserves | \$ 3,923,410 | \$ 4,796,313 | \$ 5,335,642 | \$ 5,238,390 | \$ 5,445,580 | \$ 5,426,136 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|

| | | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|--------------|
| Reserves for future vehicle replacement | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ 225,000 | \$ 225,000 | \$ 225,000 | \$ 225,000 | \$ 250,000 | \$ 250,000 |
| Total Expenses and transfers to reserves | \$ 4,148,410 | \$ 5,021,313 | \$ 5,560,642 | \$ 5,463,390 | \$ 5,695,580 | \$ 5,676,136 |

| | | | | | | |
|--|--------------|-----------|------------|-------------|------------|------------|
| Net Increase/(Decrease) in Unassigned Fund Balance | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ (244,187) | \$ 29,435 | \$ 269,531 | \$ (48,186) | \$ 115,663 | \$ (9,309) |

| | | | | | | |
|-------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Unassigned Fund Balance | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ 2,481,291 | \$ 2,510,726 | \$ 2,780,257 | \$ 2,732,071 | \$ 2,847,734 | \$ 2,838,425 |

| | | | | | | |
|--|------------|--------------|--------------|--------------|--------------|--------------|
| Reserve for future vehicle replacement | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ 805,114 | \$ 1,030,114 | \$ 1,255,114 | \$ 1,225,896 | \$ 1,217,896 | \$ 1,467,896 |

| | | | | | | |
|----------------------------|------------------|---------------|---------------|----------------|---------------|---------------|
| | +104.3% CY Value | | | +101% PY Value | | |
| Gross Taxable Value Per DR | 3,967,999,249 | 4,007,679,242 | 4,047,756,034 | 4,088,233,595 | 4,129,115,931 | 4,170,407,090 |

| | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Total Required (Exp + Ending F/B (50% of Exp)) | 4,148,410 | 5,021,313 | 5,560,642 | 5,463,390 | 5,695,580 | 5,676,136 |
| | 2,074,205 | 2,510,656 | 2,780,321 | 2,731,695 | 2,847,790 | 2,838,068 |
| | 6,222,615 | 7,531,969 | 8,340,963 | 8,195,086 | 8,543,370 | 8,514,204 |

| | | | | | | |
|------------------------|--------|--------|--------|--------|--------|--------|
| Resulting Millage Rate | 0.8942 | 1.2941 | 1.4798 | 1.2964 | 1.3815 | 1.3959 |
|------------------------|--------|--------|--------|--------|--------|--------|

| | | | | | | |
|------------------|----|----|----|----|----|----|
| Staff Head Count | | | | | | |
| FTE Fire | 15 | 17 | 23 | 23 | 23 | 23 |
| FTE EMS | 6 | 8 | 10 | 12 | 13 | 13 |
| PT EMS | 8 | 8 | 8 | 7 | 6 | 6 |
| Total | 29 | 33 | 41 | 42 | 42 | 42 |

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|---------|---|---------|---------|---------|---------|---------|---------|
| 110 | Board Member Stipends | | | | | | |
| | 5 Members @ \$ 350 / month x 12 months | 21,000 | 21,000 | 21,000 | 21,000 | 21,000 | 21,000 |
| 210 | FICA Taxes: @ 7.65 % of Wages | 1,607 | 1,607 | 1,607 | 1,607 | 1,607 | 1,607 |
| 511.240 | Worker's Compensation | 752 | 752 | 752 | 752 | 752 | 752 |
| 514.310 | Legal Services | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| .02 | Litigation | - | - | - | - | - | - |
| | Total Legal Services | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 512.311 | District Clerk Services | 19,000 | 19,000 | 19,000 | 19,000 | 19,000 | 19,000 |
| 512.312 | Professional Services (IT Help) | 1,000 | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 |
| 513.320 | Accounting and Financial Services | | | | | | |
| .01 | District Audit | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| .02 | Financial and Accounting Services | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| | Total Accounting & Financial Services | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 |
| 400 | Travel & Per Diem - Training, Seminars, Meetings | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| 450 | Insurance & Risk Management: | | | | | | |
| | Public Position Bond | 100 | 100 | 100 | 100 | 100 | 100 |
| | General & Mgt Liability, Commercial Auto and Excess Liability | 2,176 | 2,219 | 2,263 | 2,309 | 2,355 | 2,402 |
| | Total Risk Management | 2,276 | 2,319 | 2,363 | 2,409 | 2,455 | 2,502 |
| 460 | Repairs & Maintenance - 4 flashing lights | - | - | - | - | - | - |
| 470 | Printing and Binding | 3,060 | 3,121 | 3,184 | 3,247 | 3,312 | 3,378 |
| 490 | General Departmental: Miscellaneous Expenses | | | | | | |
| .01 | MoCo Property Appraiser Charges | 63,199 | 64,463 | 65,752 | 67,067 | 68,409 | 69,777 |
| .02 | MoCo Tax Collector Charge (@3% of Ad Valorem Collection) | 115,469 | 150,922 | 174,305 | 154,230 | 165,997 | 169,405 |
| .03 | Discretionary Expenditures | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| | Total General Departmental | 179,668 | 216,385 | 241,057 | 222,297 | 235,406 | 240,181 |
| 411 | Advertising | 5,610 | 5,722 | 5,837 | 5,953 | 6,072 | 6,194 |
| 510 | Office Supplies & Equipment | 510 | 5,520 | 631 | 643 | 5,656 | 769 |
| 540 | Dues, Subscriptions and Publications | 2,346 | 2,393 | 2,441 | 2,490 | 2,539 | 2,590 |

Department Total Operations

\$ 355,828 \$ 397,839 \$ 417,911 \$ 399,459 \$ 417,882 \$ 418,078

Department: 1300 Key Largo Volunteer Ambulance Corp with 2 Rescues slowly raising staff to 12 full- CPI Escalation
Exp Transaction Code 526 (except as indicated below)

102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|--------|--|-----------|-----------|-----------|-----------|-----------|-----------|
| 120 | Regular Salaries & Wages: | | | | | | |
| .01 | Administrative (1 Position) - step raises | 47,348 | 49,476 | 51,604 | 53,732 | 55,860 | 57,988 |
| .02 | Paramedic Payroll (5 to 12 full-time and 7 to 8 part-time medics) plus annual step raises | 423,363 | 507,330 | 636,132 | 676,866 | 693,345 | 814,223 |
| | Less: EMS Income Applied to Offset Reimbursement | (200,000) | (225,000) | (250,000) | (275,000) | (300,000) | (325,000) |
| | Total Paramedic Payroll Reimbursement | 223,363 | 282,330 | 386,132 | 401,866 | 393,345 | 489,223 |
| | Total Regular Salaries & Wages | 270,711 | 331,806 | 437,736 | 455,598 | 449,205 | 547,211 |
| 121 | for Deputy Chief of Administration - 3 volunteer each day | 150,000 | 146,000 | 140,000 | 140,000 | 140,000 | 140,000 |
| 140 | Overtime Wages based on covering sick & vacation days | 45,786 | 61,614 | 78,030 | 84,728 | 92,063 | 99,442 |
| 210 | Pay | 50,987 | 58,478 | 69,291 | 73,082 | 75,067 | 85,041 |
| 220 | Retirement Contributions - 401K | 28,000 | 30,000 | 32,000 | 34,000 | 36,000 | 38,000 |
| 230 | for health) | 48,300 | 62,100 | 75,900 | 82,800 | 82,800 | 82,800 |
| 240 | Worker's Compensation | 22,194 | 25,455 | 30,162 | 31,812 | 32,676 | 37,018 |
| 250 | Unemployment Tax | 300 | 325 | 350 | 375 | 400 | 425 |
| 312 | Professional Services: Medical Director, etc. | | | | | | |
| .02 | Medical Director | 18,727 | 19,102 | 19,484 | 19,873 | 20,271 | 20,676 |
| .03 | Background Checks, drug testing | 780 | 796 | 812 | 828 | 845 | 862 |
| .04 | Other - Grant Writing | 2,081 | 2,122 | 2,165 | 2,208 | 2,252 | 2,297 |
| | Total Professional Services | 21,588 | 22,020 | 22,460 | 22,910 | 23,368 | 23,835 |
| 320 | Accounting and Financial Services | 11,985 | 12,225 | 12,469 | 12,719 | 12,973 | 13,232 |
| 400 | Travel & Per Diem - Training, Seminars, Meetings | 4,182 | 4,266 | 4,351 | 4,438 | 4,527 | 4,617 |
| 410 | Wireless Air Cards for laptops in trucks | 10,924 | 11,143 | 11,366 | 11,593 | 11,825 | 12,061 |
| 411 | Advertising | 416 | 424 | 433 | 442 | 450 | 459 |
| 412 | Postage & Freight | 364 | 371 | 379 | 386 | 394 | 402 |
| 430 | Utilities | | | | | | |
| .05 | Electric & Propane | 11,965 | 12,204 | 12,448 | 12,697 | 12,951 | 13,210 |
| .06 | Water | 3,329 | 3,396 | 3,464 | 3,533 | 3,604 | 3,676 |
| | Total Utilities | 15,294 | 15,600 | 15,912 | 16,230 | 16,555 | 16,886 |
| 440 | Rental Equipment - O2 rental bottles, etc. | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 | 5,169 |

Department: 1300 Key Largo Volunteer Ambulance Corp with 2 Rescues slowly raising staff to 12 full- CPI Escalation 102%
Exp Transaction Code 526 (except as indicated below)

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|--------|--|--------|--------|--------|--------|--------|--------|
| 450 | Insurance & Risk Management | | | | | | |
| | Fire/Wind/Flood | 34,767 | 35,462 | 36,172 | 36,895 | 37,633 | 38,386 |
| | Auto & Umbrella | 10,710 | 10,924 | 11,143 | 11,366 | 11,593 | 11,825 |
| | Disability Insurance (All Members) - | 3,825 | 3,902 | 3,980 | 4,059 | 4,140 | 4,223 |
| | <i>Total Insurance & Risk Management</i> | 49,302 | 50,288 | 51,294 | 52,320 | 53,366 | 54,433 |
| 460 | Repair & Maintenance: Equipment | 42,917 | 43,775 | 44,650 | 45,543 | 46,454 | 47,383 |
| 461 | Repair & Maintenance: Buildings | 26,010 | 26,530 | 27,061 | 27,602 | 28,154 | 28,717 |
| 462 | Repair & Maintenance: Vehicles | 29,580 | 30,172 | 30,775 | 31,391 | 32,018 | 32,659 |
| 470 | Printing and Binding | 1,301 | 1,327 | 1,353 | 1,380 | 1,408 | 1,436 |
| 490 | General Departmental: Miscellaneous Expenses | | | | | | |
| .08 | Computer R&M | 6,242 | 6,367 | 6,495 | 6,624 | 6,757 | 6,892 |
| .10 | (program through AETNA approx. \$2 per month per member) | 1,224 | 1,248 | 1,273 | 1,299 | 1,325 | 1,351 |
| .12 | Membership & Retention | 2,601 | 2,653 | 2,706 | 2,760 | 2,815 | 2,872 |
| .14 | Key Largo Wastewater District Assessment | - | - | - | - | - | - |
| | <i>Total General Departmental</i> | 10,067 | 10,269 | 10,474 | 10,684 | 10,897 | 11,115 |
| 491 | Training - Instructor Fees, Education | | | | | | |
| .07 | ACLS/PALS (taught in alternating years) | 1,561 | 1,592 | 1,624 | 1,656 | 1,689 | 1,723 |
| .08 | ClinCon or EMS Expo | 1,831 | 1,868 | 1,905 | 1,943 | 1,982 | 2,022 |
| .10 | Misc. Training/Books & pig tracheas | 936 | 955 | 974 | 994 | 1,014 | 1,034 |
| .15 | Handtevy Pals class | 1,821 | 1,857 | 1,894 | 1,932 | 1,971 | 2,010 |
| .20 | Kaplan online training for members (45 @ \$40 each) | 1,873 | 1,910 | 1,948 | 1,987 | 2,027 | 2,068 |
| .25 | Advanced Airway Management | 2,497 | 2,547 | 2,598 | 2,650 | 2,703 | 2,757 |
| .30 | ACS with 12-lead | 2,497 | 2,547 | 2,598 | 2,650 | 2,703 | 2,757 |
| .40 | Advanced Stroke Life Support | 2,497 | 2,547 | 2,598 | 2,650 | 2,703 | 2,757 |
| .50 | Florida Mass Casualty Triage on-line course | 936 | 955 | 974 | 994 | 1,014 | 1,034 |
| | <i>Total Training</i> | 16,449 | 16,778 | 17,113 | 17,456 | 17,805 | 18,161 |
| 510 | Office Supplies | 2,601 | 2,653 | 2,706 | 2,760 | 2,815 | 2,872 |

Department: 1300

Key Largo Volunteer Ambulance Corp with 2 Rescues slowly raising staff to 12 full- CPI Escalation

102%

Exp Transaction Code 526

(except as indicated below)

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|--------------------------|---|--------|--------|--------|--------|--------|--------|
| 520 | Operating Supplies | | | | | | |
| .09 | Station Supplies: Ambulance & Building | 10,144 | 10,347 | 10,554 | 10,765 | 10,980 | 11,200 |
| .10 | Medical Supplies: Bandages/First Aid/Drip Sets | 59,160 | 60,343 | 61,550 | 62,781 | 64,037 | 65,317 |
| .11 | Uniforms, Clothing and Apparel, Membership Supplies | 6,120 | 6,242 | 6,367 | 6,495 | 6,624 | 6,757 |
| .12 | tools | 4,973 | 5,073 | 5,174 | 5,278 | 5,383 | 5,491 |
| Total Operating Supplies | | 80,397 | 82,005 | 83,645 | 85,318 | 87,024 | 88,765 |
| 522 | Fuel: Diesel | 15,810 | 16,126 | 16,449 | 16,778 | 17,113 | 17,456 |
| 524 | Medicine & Drugs : Supplies: Medicine & Controlled Substances | 22,889 | 23,347 | 23,814 | 24,290 | 24,776 | 25,271 |
| | Narcan to Community | 624 | 637 | 649 | 662 | 676 | 689 |
| Total Medicine & Drugs | | 23,513 | 23,983 | 24,463 | 24,952 | 25,451 | 25,960 |
| 540 | Dues, Subscriptions and Publications | 468 | 478 | 487 | 497 | 507 | 517 |

Total Operating Budget \$ 984,128 \$ 1,090,985 \$ 1,246,180 \$ 1,292,761 \$ 1,306,384 \$ 1,436,073

| Capital Item | | | | | | |
|---|-------|--------|--------|---------|---------|---|
| Vehicle - Type I Ambulance | 4,000 | - | | 254,218 | 258,000 | - |
| Toughbook for third rescue | | - | - | - | - | - |
| ECG monitor.defibrillators | - | 40,000 | - | - | 40,000 | - |
| Renovate upstairs kitchen* | 3,000 | 35,000 | - | - | - | - |
| Replace ceiling tiles in upstairs kitchen and classroom | | - | - | - | - | - |
| Repave parking lots* | | - | 35,000 | | - | - |
| Replace floors in upstairs kitchen and classroom* | - | - | 45,000 | | - | - |
| ALS training simulation maniquin & equipment | - | 28,000 | 45,000 | | - | - |
| Renovate upstairs bathrooms | - | - | 25,000 | | - | - |

Total Capital Budget \$ 7,000 \$ 103,000 \$ 150,000 \$ 254,218 \$ 298,000 \$ -

| | | | | | | |
|--------------------|------------|--------------|--------------|--------------|--------------|--------------|
| Grand Total Budget | \$ 991,128 | \$ 1,193,985 | \$ 1,396,180 | \$ 1,546,979 | \$ 1,604,384 | \$ 1,436,073 |
|--------------------|------------|--------------|--------------|--------------|--------------|--------------|

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

CPI Escalation 102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|--------|--|-----------|-----------|-----------|-----------|-----------|-----------|
| 120 | Regular Salaries & Wages: | | | | | | |
| | HR/Admin Stipend for Batt. Chiefs Assisting w/Admin. Duties | 27,000 | 27,000 | 27,000 | 27,000 | 27,000 | 27,000 |
| .02 | Salaries - Chief, HR, Capt., Lt., DE., FF (Certification Pay, Promotional Pay, Vaca., Sick, & Holiday) | 1,051,508 | 1,361,973 | 1,485,069 | 1,656,331 | 1,734,052 | 1,824,842 |
| | <i>Total Regular Salaries & Wages</i> | 1,078,508 | 1,388,973 | 1,512,069 | 1,683,331 | 1,761,052 | 1,851,842 |
| 121 | Volunteer Pay: | | | | | | |
| .01 | Volunteer firefighters (Station 24, and Station 25) | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 |
| | <i>Total Volunteer Pay</i> | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 |
| 140 | Overtime wages | 231,356 | 266,060 | 290,005 | 304,505 | 319,731 | 335,717 |
| 210 | Employer Payroll Taxes @ 7.65% of Pay | 113,975 | 140,380 | 151,629 | 165,839 | 172,950 | 181,118 |
| 220 | Retirement Plan - 401(k) @ 8% | 86,281 | 111,118 | 120,966 | 134,666 | 140,884 | 148,147 |
| 230 | Employee Insurance Benefits | | | | | | |
| | Medical/Dental/Vision/Life Insurance for Full Time Employees | 124,338 | 153,594 | 168,222 | 178,315 | 189,014 | 200,355 |
| | Statutory AD&D & EAP | 2,928 | 3,319 | 3,514 | 3,584 | 3,656 | 3,729 |
| | <i>Total Insurance Benefits</i> | 127,266 | 156,913 | 171,736 | 181,900 | 192,670 | 204,084 |
| 240 | Worker's Compensation | 55,572 | 68,447 | 73,931 | 80,860 | 84,327 | 88,310 |
| 250 | Unemployment Tax | 2,835 | 3,213 | 3,402 | 3,402 | 3,402 | 3,402 |
| 312 | Professional Services: | | | | | | |
| | Grant Writing Services | 2,805 | 2,861 | 2,918 | 2,977 | 3,036 | 3,097 |
| | Firefighter Annual Physicals & Medical Director | 22,440 | 22,889 | 23,347 | 23,814 | 24,290 | 24,776 |
| | Background Checks, Drug Testing, Drivers License Checks | 1,561 | 1,592 | 1,624 | 1,656 | 1,689 | 1,723 |
| | <i>Total Professional Services</i> | 26,806 | 27,342 | 27,889 | 28,446 | 29,015 | 29,596 |
| 314 | Legal Services (Requires District Board Approval) | - | - | - | - | - | - |
| 320 | Accounting Fees | 12,364 | 12,612 | 12,864 | 13,121 | 13,384 | 13,651 |
| 400 | Travel & Per Diem - (Greater FL Fire School, Orlando Fire Conference, Seminars, etc.) | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 | 5,169 |
| 410 | Phones, Television & Internet (Station Phones, Air Cards) | 11,444 | 11,673 | 11,907 | 12,145 | 12,388 | 12,636 |
| 411 | Advertising | 520 | 531 | 541 | 552 | 563 | 574 |
| 412 | Postage & Freight | 520 | 531 | 541 | 552 | 563 | 574 |
| 430 | Utilities | | | | | | |
| .01 | Electric | 28,091 | 28,653 | 29,226 | 29,810 | 30,406 | 31,015 |
| .02 | Water | 10,404 | 10,612 | 10,824 | 11,041 | 11,262 | 11,487 |
| .03 | Fire Hydrant Maintenance @ \$ 50 per hydrant | 14,790 | 15,086 | 15,388 | 15,695 | 16,009 | 16,329 |
| .04 | Propane Gas | 765 | 780 | 796 | 812 | 828 | 845 |
| .07 | TV Service | 4,890 | 4,988 | 5,087 | 5,189 | 5,293 | 5,399 |
| | <i>Total Utilities</i> | 58,940 | 60,118 | 61,321 | 62,547 | 63,798 | 65,074 |
| 440 | Rent & Leases: | | | | | | |
| | Station 24 Copier/Scanner/Fax Lease | 4,590 | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 |
| | Oxygen Tank Rental | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 | 1,126 |
| | Annual Lease Payment - DEP Station 25 Property | 306 | 312 | 318 | 325 | 331 | 338 |
| | Red Alert NFRIS Incident Reporting Program Support and Maintenance & SmartCop CAD | 6,242 | 6,367 | 6,495 | 6,624 | 6,757 | 6,892 |
| | Software - Fire Manager Scheduling and Time & Attendance Software | 2,081 | 2,122 | 2,165 | 2,208 | 2,252 | 2,297 |
| | <i>Total Rent & Leases</i> | 14,239 | 14,524 | 14,814 | 15,111 | 15,413 | 15,721 |

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

CPI Escalation 102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|------------------------|--|--------------|--------------|--------------|--------------|--------------|--------------|
| 450 | Risk Management | | | | | | |
| | Package Policy (Property, General & Mgmt. Liability, Portable Equip, Umbrella & Auto) | 61,017 | 62,238 | 63,483 | 64,752 | 66,047 | 67,368 |
| | Cancer Benefit Insurance (New FL Statue) | 1,831 | 1,868 | 1,905 | 1,943 | 1,982 | 2,021 |
| | Accident and Sickness | 5,610 | 5,722 | 5,837 | 5,953 | 6,072 | 6,194 |
| | Storage Tank Liability | 1,785 | 1,821 | 1,857 | 1,894 | 1,932 | 1,971 |
| | Total Risk Management | 70,243 | 71,648 | 73,081 | 74,543 | 76,034 | 77,554 |
| 460 | Repair & Maintenance: Equipment - Aerial Testing, Hose Testing, Pump Testing, Hydraulic Testing, | 35,700 | 36,414 | 37,142 | 37,885 | 38,643 | 39,416 |
| 461 | Repair & Maintenance: Buildings & Grounds | 71,400 | 72,828 | 74,285 | 75,770 | 77,286 | 78,831 |
| 462 | Repair & Maintenance: Vehicles | 56,100 | 57,222 | 58,366 | 59,534 | 60,724 | 61,939 |
| 470 | Printing and Binding | 104 | 106 | 108 | 110 | 113 | 115 |
| 490 | General Departmental: General Office & Administrative Costs | | | | | | |
| .05 | Other including Recruitment & Retention | 3,570 | 3,641 | 3,714 | 3,789 | 3,864 | 3,942 |
| .06 | Computer / IT Services | 6,630 | 6,763 | 6,898 | 7,036 | 7,177 | 7,320 |
| | Total General Departmental | 10,200 | 10,404 | 10,612 | 10,824 | 11,041 | 11,262 |
| 491 | Training - Instructor Fees, Education, Student Text and Fire Prevention | | | | | | |
| .01 | In-house training courses (Outside/In-house instructors/vendors) - Pump Ops, Officer | 8,670 | 8,843 | 9,020 | 9,201 | 9,385 | 9,572 |
| .02 | Out of area training - Orlando Fire Expo, GFFS, Intercontinental Fire Academy, Seminars, etc. | 3,570 | 3,641 | 3,714 | 3,789 | 3,864 | 3,942 |
| .03 | Fire Prevention (KLVFD Only) - Fire Safety Demonstrations at School | 3,060 | 3,121 | 3,184 | 3,247 | 3,312 | 3,378 |
| .04 | Education & Text Books | 2,601 | 2,653 | 2,706 | 2,760 | 2,815 | 2,872 |
| .05 | KAPLAN online education (60 firefighters) | 4,845 | 4,942 | 5,041 | 5,142 | 5,244 | 5,349 |
| | Total Training | 22,746 | 23,201 | 23,665 | 24,138 | 24,621 | 25,113 |
| 510 | Office Supplies & 2 New Computers for Station 24 | 4,284 | 4,370 | 4,457 | 4,546 | 4,637 | 4,730 |
| 520 | Operating Supplies | | | | | | |
| .01 | Fire Ground Safety (highway vests, cones, etc.) | 1,785 | 1,821 | 1,857 | 1,894 | 1,932 | 1,971 |
| .02 | Daily Operating/Maintenance Supplies including small tools less then 1k (hoses, nozzles, saws, | 125,000 | 25,500 | 26,010 | 26,530 | 27,061 | 27,602 |
| .03 | Medical Supplies & Equipment | 8,160 | 8,323 | 8,490 | 8,659 | 8,833 | 9,009 |
| 520 | Operating Supplies (continued) | | | | | | |
| .05 | Station Cleaning/Housekeeping Supplies | 5,100 | 5,202 | 5,306 | 5,412 | 5,520 | 5,631 |
| .06 | Firefighting Gear - (including helmets, gloves, hoods, boots, coat & pants) 7 sets of Bunker | 24,480 | 24,970 | 25,469 | 25,978 | 26,498 | 27,028 |
| .07 | Clothing, Apparel - Pants, extrication gloves, tee shirts, patches, etc. | 9,180 | 9,364 | 9,551 | 9,742 | 9,937 | 10,135 |
| .08 | Fire fighting Foam or suppression agent | 11,444 | 11,673 | 11,907 | 12,145 | 12,388 | 12,636 |
| | Total Operating Supplies | 185,149 | 86,852 | 88,589 | 90,361 | 92,168 | 94,012 |
| 521 | Fuel: Gasoline (for portable equipment) | 77 | 78 | 80 | 81 | 83 | 84 |
| 522 | Fuel: Diesel | 20,400 | 20,808 | 21,224 | 21,649 | 22,082 | 22,523 |
| 540 | Dues, Subscriptions and Publications (email and security) | 3,162 | 3,225 | 3,290 | 3,356 | 3,423 | 3,491 |
| 805 | Upper Keys Honor Guard | | | | | | |
| .01 | Uniform for 1 member | 510 | 520 | 531 | 541 | 552 | 563 |
| .02 | Flags/Poles/Pendants | - | - | - | - | - | - |
| .03 | Training | 551 | 562 | 573 | 585 | 596 | 608 |
| .04 | Travel | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 | 1,126 |
| | Total Upper Keys Honor Guard | 2,081 | 2,122 | 2,165 | 2,208 | 2,252 | 2,297 |
| Total Operating Budget | | \$ 2,486,954 | \$ 2,836,488 | \$ 3,035,551 | \$ 3,276,953 | \$ 3,408,314 | \$ 3,556,985 |

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

CPI Escalation 102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|---|--|--------|---------|---------|--------|--------|--------|
| Capital Item | | | | | | | |
| 630 | Capital Outlay: Infrastructure Improvements - Fire Hydrants \$150,000 ILA from Monroe County | - | - | - | - | - | - |
| Total Capital Outlay: Infrastructure Improvements - Fire Hydrants | | - | - | - | - | - | - |
| 640 | Capital Outlay: Equipment (> \$5,000 per item and a life of 1yr. or more) | - | - | - | - | - | - |
| | Vetter low pressure airbags | 15,000 | - | - | - | - | - |
| | Station 24- Gasboy electronic gas pump 9800K series with fuel management system | 20,000 | - | - | - | - | - |
| | FireCom Cab Communication Headsets for E24 and E25 @ 7k each truck response) | 15,000 | - | - | - | - | - |
| | Lifepaks for ALS Engines x 2 & Lifepak for BC Command Vehicle | - | 28,000 | - | - | - | - |
| | Lucas Device x 3 | - | 90,000 | - | - | - | - |
| | Toughbook Computers for vehicles x 3 | - | 54,000 | - | - | - | - |
| | Hurst Combo Hydraulic Tool for Tanker and StrongArm for Command vehicles | - | 15,000 | - | - | - | - |
| | Extrications Tools & Equipment (Struts, Cribbing, etc...) | - | 30,000 | - | - | - | - |
| | Training Trailer & Props (Connex Boxes like Islamorada) | - | - | 15,000 | - | - | - |
| | Fire station alerting system for 24 & 25 | - | - | 100,000 | - | - | - |
| | | - | - | 86,000 | - | - | - |
| Total Capital Outlay: Equipment | | 50,000 | 217,000 | 201,000 | - | - | - |
| 641 | Capital Outlay: Vehicles | - | - | - | - | - | - |
| | Command vehicles (2 Truck or SUV type) | - | 90,000 | 90,000 | - | - | - |
| Total Capital Outlay: Vehicles | | - | 90,000 | 90,000 | - | - | - |
| 642 | Capital Outlay: Small Tools & Equipment (> \$1,000 but < \$5,000 per item and a life of 1 yr. or more) | 39,500 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Total Capital Outlay: Small Tools & Equipment | | 39,500 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| 643 | Capital Outlay: Buildings | - | - | - | - | - | - |
| | Station 24 - Remodel (kitchen & Restrooms) - If 2nd Story added this would be also done at same | - | - | 75,000 | - | - | - |
| | Station 24 - Replace Entry Doors - If 2nd Story added this would be also done at same time. | - | - | 100,000 | - | - | - |
| | Station 24 - Update Classroom Symposium | - | 15,000 | - | - | - | - |
| | Station 24 - Repave parking area | - | 17,000 | - | - | - | - |
| | Station 24 - Fence in parking area with automatic gate | - | 14,000 | - | - | - | - |
| | Station 25 - Restore parking area with sealant | - | - | 5,000 | - | - | - |
| Total Capital Outlay: Buildings | | - | 46,000 | 180,000 | - | - | - |

Total Capital Budget \$ 89,500 \$ 368,000 \$ 486,000 \$ 15,000 \$ 15,000 \$ 15,000

| | | | | | | |
|--------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Grand Total Budget | \$ 2,576,454 | \$ 3,204,488 | \$ 3,521,551 | \$ 3,291,953 | \$ 3,423,314 | \$ 3,571,985 |
|--------------------|--------------|--------------|--------------|--------------|--------------|--------------|

KLFR&EMS DISTRICT
5 YEAR PLAN
FY22-FY27

3rd rescue unit @ St25

| | | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|--------------|
| Millage Rate | 1.0000 | 1.5739 | 1.5894 | 1.4485 | 1.5622 | 1.5086 |
| Revenue | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Advalorem | \$ 3,848,959 | \$ 6,118,456 | \$ 6,240,498 | \$ 5,744,152 | \$ 6,256,990 | \$ 6,102,732 |
| Transfer In from Vehicle Replacement Fund & Trauma District Funding Interest | \$ 238,703 | \$ - | \$ - | \$ 254,218 | \$ 258,000 | \$ - |
| Monroe County ILA for 304 funds | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| Grant Revenue | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | \$ 35,264 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total | \$ 4,142,925 | \$ 6,138,456 | \$ 6,260,498 | \$ 6,018,370 | \$ 6,534,990 | \$ 6,122,732 |

| | | | | | | |
|----------------|------------|------------|------------|------------|------------|------------|
| District Board | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Operations | \$ 355,828 | \$ 430,471 | \$ 430,821 | \$ 417,554 | \$ 439,594 | \$ 431,755 |

| | | | | | | |
|----------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Ambulance Corp | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Operations | \$ 1,372,970 | \$ 1,524,378 | \$ 1,675,424 | \$ 1,824,198 | \$ 1,950,133 | \$ 1,948,381 |
| Capital | \$ 245,703 | \$ 103,000 | \$ 150,000 | \$ 254,218 | \$ 298,000 | \$ - |
| Total | \$ 1,618,673 | \$ 1,627,378 | \$ 1,825,424 | \$ 2,078,416 | \$ 2,248,133 | \$ 1,948,381 |

| | | | | | | |
|-----------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Fire Department | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| Operations | \$ 2,486,954 | \$ 2,836,488 | \$ 3,035,551 | \$ 3,276,953 | \$ 3,408,314 | \$ 3,556,985 |
| Capital | \$ 89,500 | \$ 368,000 | \$ 486,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| Total | \$ 2,576,454 | \$ 3,204,488 | \$ 3,521,551 | \$ 3,291,953 | \$ 3,423,314 | \$ 3,571,985 |

| | | | | | | |
|---|--------------|--------------|--------------|--------------|--------------|--------------|
| Total Expenses before transfers to reserves | \$ 4,550,955 | \$ 5,262,337 | \$ 5,777,796 | \$ 5,787,922 | \$ 6,111,041 | \$ 5,952,120 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|

| | | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|--------------|
| Reserves for future vehicle replacement | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ 225,000 | \$ 225,000 | \$ 225,000 | \$ 225,000 | \$ 250,000 | \$ 250,000 |
| Total Expenses and transfers to reserves | \$ 4,775,955 | \$ 5,487,337 | \$ 6,002,796 | \$ 6,012,922 | \$ 6,361,041 | \$ 6,202,120 |

| | | | | | | |
|--|--------------|------------|------------|----------|------------|-------------|
| Net Increase/(Decrease) in Unassigned Fund Balance | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ (633,029) | \$ 651,119 | \$ 257,703 | \$ 5,448 | \$ 173,949 | \$ (79,389) |

| | | | | | | |
|-------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Unassigned Fund Balance | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ 2,092,449 | \$ 2,743,568 | \$ 3,001,271 | \$ 3,006,719 | \$ 3,180,668 | \$ 3,101,279 |

| | | | | | | |
|--|------------|------------|--------------|------------|------------|--------------|
| Reserve for future vehicle replacement | | | | | | |
| | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
| | \$ 566,412 | \$ 791,412 | \$ 1,016,412 | \$ 987,194 | \$ 979,194 | \$ 1,229,194 |

| | | | | | | |
|----------------------------|------------------|---------------|---------------|----------------|---------------|---------------|
| | +104.3% CY Value | | | +101% PY Value | | |
| Gross Taxable Value Per DR | 3,967,999,249 | 4,007,679,242 | 4,047,756,034 | 4,088,233,595 | 4,129,115,931 | 4,170,407,090 |

| | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Total Required (Exp + Ending F/B (50% of Exp)) | 4,775,955 | 5,487,337 | 6,002,796 | 6,012,922 | 6,361,041 | 6,202,120 |
| | 2,387,977 | 2,743,668 | 3,001,398 | 3,006,461 | 3,180,520 | 3,101,060 |
| | 7,163,932 | 8,231,005 | 9,004,193 | 9,019,383 | 9,541,561 | 9,303,181 |

| | | | | | | |
|------------------------|--------|--------|--------|--------|--------|--------|
| Resulting Millage Rate | 1.0768 | 1.5739 | 1.5894 | 1.4485 | 1.5622 | 1.5086 |
|------------------------|--------|--------|--------|--------|--------|--------|

| | | | | | | |
|------------------|----|----|----|----|----|----|
| Staff Head Count | | | | | | |
| FTE Fire | 15 | 17 | 23 | 23 | 23 | 23 |
| FTE EMS | 12 | 14 | 16 | 18 | 19 | 19 |
| PT EMS | 8 | 8 | 8 | 7 | 7 | 7 |
| Total | 35 | 39 | 47 | 48 | 49 | 49 |

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|---------|---|---------|---------|---------|---------|---------|---------|
| 110 | Board Member Stipends | | | | | | |
| | 5 Members @ \$ 350 / month x 12 months | 21,000 | 21,000 | 21,000 | 21,000 | 21,000 | 21,000 |
| 210 | FICA Taxes: @ 7.65 % of Wages | 1,607 | 1,607 | 1,607 | 1,607 | 1,607 | 1,607 |
| 511.240 | Worker's Compensation | 752 | 752 | 752 | 752 | 752 | 752 |
| 514.310 | Legal Services | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| .02 | Litigation | - | - | - | - | - | - |
| | Total Legal Services | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 512.311 | District Clerk Services | 19,000 | 19,000 | 19,000 | 19,000 | 19,000 | 19,000 |
| 512.312 | Professional Services (IT Help) | 1,000 | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 |
| 513.320 | Accounting and Financial Services | | | | | | |
| .01 | District Audit | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| .02 | Financial and Accounting Services | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| | Total Accounting & Financial Services | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 |
| 400 | Travel & Per Diem - Training, Seminars, Meetings | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| 450 | Insurance & Risk Management: | | | | | | |
| | Public Position Bond | 100 | 100 | 100 | 100 | 100 | 100 |
| | General & Mgt Liability, Commercial Auto and Excess Liability | 2,176 | 2,219 | 2,263 | 2,309 | 2,355 | 2,402 |
| | Total Risk Management | 2,276 | 2,319 | 2,363 | 2,409 | 2,455 | 2,502 |
| 460 | Repairs & Maintenance - 4 flashing lights | - | - | - | - | - | - |
| 470 | Printing and Binding | 3,060 | 3,121 | 3,184 | 3,247 | 3,312 | 3,378 |
| 490 | General Departmental: Miscellaneous Expenses | | | | | | |
| .01 | MoCo Property Appraiser Charges | 63,199 | 64,463 | 65,752 | 67,067 | 68,409 | 69,777 |
| .02 | MoCo Tax Collector Charge (@3% of Ad Valorem Collection) | 115,469 | 183,554 | 187,215 | 172,325 | 187,710 | 183,082 |
| .03 | Discretionary Expenditures | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| | Total General Departmental | 179,668 | 249,017 | 253,967 | 240,392 | 257,118 | 253,859 |
| 411 | Advertising | 5,610 | 5,722 | 5,837 | 5,953 | 6,072 | 6,194 |
| 510 | Office Supplies & Equipment | 510 | 5,520 | 631 | 643 | 5,656 | 769 |
| 540 | Dues, Subscriptions and Publications | 2,346 | 2,393 | 2,441 | 2,490 | 2,539 | 2,590 |

Department Total Operations

\$ 355,828 \$ 430,471 \$ 430,821 \$ 417,554 \$ 439,594 \$ 431,755

Department: 1300 Key Largo Volunteer Ambulance Corp with 3rd Rescue
Exp Transaction Code 526 (except as indicated below)

CPI Escalation

102%

102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|--------|---|-----------|-----------|-----------|-----------|-----------|-----------|
| 120 | Regular Salaries & Wages: | | | | | | |
| .01 | Administrative (1 Position) 2.5% Increase & unused vacation | 47,348 | 49,476 | 51,604 | 53,732 | 55,860 | 57,988 |
| .02 | Paramedic Payroll | 669,551 | 786,514 | 902,933 | 1,028,936 | 1,124,346 | 1,122,524 |
| | Less: EMS Income Applied to Offset Reimbursement | (200,000) | (225,000) | (250,000) | (275,000) | (300,000) | (325,000) |
| | Total Paramedic Payroll Reimbursement | 469,551 | 561,514 | 652,933 | 753,936 | 824,346 | 797,524 |
| | Total Regular Salaries & Wages | 516,899 | 610,990 | 704,537 | 807,668 | 880,206 | 855,512 |
| 121 | Volunteer Pay: Volunteer Reimbursement - Includes \$500 per month for Deputy | 160,000 | 160,000 | 160,000 | 160,000 | 165,000 | 165,000 |
| 140 | Overtime Wages 3% increase | 83,949 | 100,874 | 118,780 | 131,132 | 154,572 | 164,143 |
| 210 | Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay | 73,505 | 83,910 | 94,349 | 105,096 | 114,733 | 115,489 |
| 220 | Retirement Contributions - 401K | 35,000 | 39,000 | 42,000 | 45,000 | 48,000 | 52,000 |
| 230 | Benefits for 5 full-time medics (up to \$500 per mo. each FT emp. for health plus | 89,700 | 103,500 | 117,300 | 124,200 | 124,200 | 124,200 |
| 240 | Worker's Compensation | 31,996 | 36,526 | 41,069 | 45,748 | 49,943 | 50,272 |
| 250 | Unemployment Tax | 300 | 325 | 350 | 375 | 400 | 425 |
| 312 | Professional Services: Medical Director, etc. | | | | | | |
| .02 | Medical Director | 18,727 | 19,102 | 19,484 | 19,873 | 20,271 | 20,676 |
| .03 | Background Checks, drug testing | 780 | 796 | 812 | 828 | 845 | 862 |
| .04 | Other - Grant Writing | 2,081 | 2,122 | 2,165 | 2,208 | 2,252 | 2,297 |
| | Total Professional Services | 21,588 | 22,020 | 22,460 | 22,910 | 23,368 | 23,835 |
| 320 | Accounting and Financial Services | 13,770 | 14,045 | 14,326 | 14,613 | 14,905 | 15,203 |
| 400 | Travel & Per Diem - Training, Seminars, Meetings | 4,182 | 4,266 | 4,351 | 4,438 | 4,527 | 4,617 |
| 410 | Station Phone Services: (4 phone & 2 fax lines), DSL/Internet, Wireless Air Cards | 10,924 | 11,143 | 11,366 | 11,593 | 11,825 | 12,061 |
| 411 | Advertising | 416 | 424 | 433 | 442 | 450 | 459 |
| 412 | Postage & Freight | 364 | 371 | 379 | 386 | 394 | 402 |
| 430 | Utilities | | | | | | |
| .05 | Electric & Propane | 11,965 | 12,204 | 12,448 | 12,697 | 12,951 | 13,210 |
| .06 | Water | 3,329 | 3,396 | 3,464 | 3,533 | 3,604 | 3,676 |
| | Total Utilities | 15,294 | 15,600 | 15,912 | 16,230 | 16,555 | 16,886 |
| 440 | Rental Equipment - O2 rental bottles, etc. | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 | 5,169 |
| 450 | Insurance & Risk Management | | | | | | |
| | Fire/Wind/Flood | 34,767 | 35,462 | 36,172 | 36,895 | 37,633 | 38,386 |
| | Auto & Umbrella | 12,750 | 13,005 | 13,265 | 13,530 | 13,801 | 14,077 |
| | Disability Insurance (All Members) - | 4,590 | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 |
| | Total Insurance & Risk Management | 52,107 | 53,149 | 54,212 | 55,296 | 56,402 | 57,530 |
| 460 | Repair & Maintenance: Equipment | 42,917 | 43,775 | 44,650 | 45,543 | 46,454 | 47,383 |
| 461 | Repair & Maintenance: Buildings | 26,010 | 26,530 | 27,061 | 27,602 | 28,154 | 28,717 |
| 462 | Repair & Maintenance: Vehicles | 34,170 | 34,853 | 35,550 | 36,261 | 36,987 | 37,726 |
| 470 | Printing and Binding | 1,301 | 1,327 | 1,353 | 1,380 | 1,408 | 1,436 |

Department: 1300 Key Largo Volunteer Ambulance Corp with 3rd Rescue
Exp Transaction Code 526 (except as indicated below)

CPI Escalation

102%

102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|-----------------------------------|--|--------|--------|--------|--------|--------|--------|
| 490 | General Departmental: Miscellaneous Expenses | | | | | | |
| .08 | Computer R&M | 6,242 | 6,367 | 6,495 | 6,624 | 6,757 | 6,892 |
| .10 | Employee Assistance Program | 1,224 | 1,248 | 1,273 | 1,299 | 1,325 | 1,351 |
| .12 | Membership & Retention | 2,601 | 2,653 | 2,706 | 2,760 | 2,815 | 2,872 |
| .14 | Key Largo Wastewater District Assessment | - | - | - | - | - | - |
| <i>Total General Departmental</i> | | 10,067 | 10,269 | 10,474 | 10,684 | 10,897 | 11,115 |
| 491 | Training - Instructor Fees, Education | | | | | | |
| .07 | ACLS/PALS (taught in alternating years) | 1,561 | 1,592 | 1,624 | 1,656 | 1,689 | 1,723 |
| .08 | ClinCon or EMS Expo | 1,831 | 1,868 | 1,905 | 1,943 | 1,982 | 2,022 |
| .10 | Misc. Training/Books & pig tracheas | 936 | 955 | 974 | 994 | 1,014 | 1,034 |
| .15 | Handtevy Pals class | 1,821 | 1,857 | 1,894 | 1,932 | 1,971 | 2,010 |
| .20 | Kaplan online training for members (45 @ \$40 each) | 1,873 | 1,910 | 1,949 | 1,988 | 2,027 | 2,068 |
| .25 | Advanced Airway Management | 2,497 | 2,547 | 2,598 | 2,650 | 2,703 | 2,757 |
| .30 | ACS with 12-lead | 2,497 | 2,547 | 2,598 | 2,650 | 2,703 | 2,757 |
| .40 | Advanced Stroke Life Support | 2,497 | 2,547 | 2,598 | 2,650 | 2,703 | 2,757 |
| .50 | Florida Mass Casualty Triage on-line course | 936 | 955 | 974 | 994 | 1,014 | 1,034 |
| <i>Total Training</i> | | 16,449 | 16,778 | 17,114 | 17,456 | 17,805 | 18,161 |
| 510 | Office Supplies | 2,601 | 2,653 | 2,706 | 2,760 | 2,815 | 2,872 |
| 520 | Operating Supplies | | | | | | |
| .09 | Station Supplies: Ambulance & Building | 10,144 | 10,347 | 10,554 | 10,765 | 10,980 | 11,200 |
| .10 | Medical Supplies: Bandages/First Aid/Drip Sets | 59,160 | 60,343 | 61,550 | 62,781 | 64,037 | 65,317 |
| .11 | Uniforms, Clothing and Apparel, Membership Supplies | 6,120 | 6,242 | 6,367 | 6,495 | 6,624 | 6,757 |
| .12 | Small Tools: 8 new Minitor VI pagers @ \$535 + \$500 for other tools | 4,974 | 5,073 | 5,175 | 5,278 | 5,384 | 5,492 |
| <i>Total Operating Supplies</i> | | 80,398 | 82,006 | 83,646 | 85,319 | 87,025 | 88,766 |
| 522 | Fuel: Diesel | 20,400 | 20,808 | 21,224 | 21,649 | 22,082 | 22,523 |
| 524 | Medicine & Drugs : Supplies: Medicine & Controlled Substances | 22,889 | 23,347 | 23,814 | 24,290 | 24,776 | 25,271 |
| | Narcan to Community | 624 | 637 | 649 | 662 | 676 | 689 |
| <i>Total Medicine & Drugs</i> | | 23,513 | 23,983 | 24,463 | 24,952 | 25,451 | 25,960 |
| 540 | Dues, Subscriptions and Publications | 468 | 478 | 487 | 497 | 507 | 517 |

Total Operating Budget \$ 1,372,970 \$ 1,524,378 \$ 1,675,424 \$ 1,824,198 \$ 1,950,133 \$ 1,948,381

Department: 1300 Key Largo Volunteer Ambulance Corp with 3rd Rescue
Exp Transaction Code 526 (except as indicated below)

CPI Escalation 102% 102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|---|---------------------------|---------|--------|--------|---------|---------|--------|
| Capital Item | | | | | | | |
| Vehicle - Type I Ambulance | | 238,703 | - | - | 254,218 | 258,000 | - |
| Toughbook for third rescue | | 4,000 | - | - | - | - | - |
| ECG monitor.defibrillators | | - | 40,000 | - | - | 40,000 | - |
| Renovate upstairs kitchen | | | 35,000 | - | - | - | - |
| Replace ceiling tiles in upstairs kitchen and classroom | | 3,000 | - | - | - | - | - |
| Repave parking lots | | - | - | 35,000 | | - | - |
| Replace floors in upstairs kitchen and classroom | | - | - | 45,000 | | - | - |
| ALS training simulation maniquin & equipment | | - | 28,000 | 45,000 | | - | - |
| Renovate upstairs bathrooms | | - | - | 25,000 | | - | - |

Total Capital Budget \$ 245,703 \$ 103,000 \$ 150,000 \$ 254,218 \$ 298,000 \$ -

Total Budget \$ 1,618,673 \$ 1,627,378 \$ 1,825,424 \$ 2,078,416 \$ 2,248,133 \$ 1,948,381

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

CPI Escalation 102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|--------|--|-----------|-----------|-----------|-----------|-----------|-----------|
| 120 | Regular Salaries & Wages: | | | | | | |
| | HR/Admin Stipend for Batt. Chiefs Assisting w/Admin. Duties | 27,000 | 27,000 | 27,000 | 27,000 | 27,000 | 27,000 |
| .02 | Salaries - Chief, HR, Capt., Lt., DE., FF (Certification Pay, Promotional Pay, Vaca., Sick, & Holiday) | 1,051,508 | 1,361,973 | 1,485,069 | 1,656,331 | 1,734,052 | 1,824,842 |
| | <i>Total Regular Salaries & Wages</i> | 1,078,508 | 1,388,973 | 1,512,069 | 1,683,331 | 1,761,052 | 1,851,842 |
| 121 | Volunteer Pay: | | | | | | |
| .01 | Volunteer firefighters (Station 24, and Station 25) | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 |
| | <i>Total Volunteer Pay</i> | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 | 180,000 |
| 140 | Overtime wages | 231,356 | 266,060 | 290,005 | 304,505 | 319,731 | 335,717 |
| 210 | Employer Payroll Taxes @ 7.65% of Pay | 113,975 | 140,380 | 151,629 | 165,839 | 172,950 | 181,118 |
| 220 | Retirement Plan - 401(k) @ 8% | 86,281 | 111,118 | 120,966 | 134,666 | 140,884 | 148,147 |
| 230 | Employee Insurance Benefits | | | | | | |
| | Medical/Dental/Vision/Life Insurance for Full Time Employees | 124,338 | 153,594 | 168,222 | 178,315 | 189,014 | 200,355 |
| | Statutory AD&D & EAP | 2,928 | 3,319 | 3,514 | 3,584 | 3,656 | 3,729 |
| | <i>Total Insurance Benefits</i> | 127,266 | 156,913 | 171,736 | 181,900 | 192,670 | 204,084 |
| 240 | Worker's Compensation | 55,572 | 68,447 | 73,931 | 80,860 | 84,327 | 88,310 |
| 250 | Unemployment Tax | 2,835 | 3,213 | 3,402 | 3,402 | 3,402 | 3,402 |
| 312 | Professional Services: | | | | | | |
| | Grant Writing Services | 2,805 | 2,861 | 2,918 | 2,977 | 3,036 | 3,097 |
| | Firefighter Annual Physicals & Medical Director | 22,440 | 22,889 | 23,347 | 23,814 | 24,290 | 24,776 |
| | Background Checks, Drug Testing, Drivers License Checks | 1,561 | 1,592 | 1,624 | 1,656 | 1,689 | 1,723 |
| | <i>Total Professional Services</i> | 26,806 | 27,342 | 27,889 | 28,446 | 29,015 | 29,596 |
| 314 | Legal Services (Requires District Board Approval) | - | - | - | - | - | - |
| 320 | Accounting Fees | 12,364 | 12,612 | 12,864 | 13,121 | 13,384 | 13,651 |
| 400 | Travel & Per Diem - (Greater FL Fire School, Orlando Fire Conference, Seminars, etc.) | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 | 5,169 |
| 410 | Phones, Television & Internet (Station Phones, Air Cards) | 11,444 | 11,673 | 11,907 | 12,145 | 12,388 | 12,636 |
| 411 | Advertising | 520 | 531 | 541 | 552 | 563 | 574 |
| 412 | Postage & Freight | 520 | 531 | 541 | 552 | 563 | 574 |
| 430 | Utilities | | | | | | |
| .01 | Electric | 28,091 | 28,653 | 29,226 | 29,810 | 30,406 | 31,015 |
| .02 | Water | 10,404 | 10,612 | 10,824 | 11,041 | 11,262 | 11,487 |
| .03 | Fire Hydrant Maintenance @ \$ 50 per hydrant | 14,790 | 15,086 | 15,388 | 15,695 | 16,009 | 16,329 |
| .04 | Propane Gas | 765 | 780 | 796 | 812 | 828 | 845 |
| .07 | TV Service | 4,890 | 4,988 | 5,087 | 5,189 | 5,293 | 5,399 |
| | <i>Total Utilities</i> | 58,940 | 60,118 | 61,321 | 62,547 | 63,798 | 65,074 |
| 440 | Rent & Leases: | | | | | | |
| | Station 24 Copier/Scanner/Fax Lease | 4,590 | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 |
| | Oxygen Tank Rental | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 | 1,126 |
| | Annual Lease Payment - DEP Station 25 Property | 306 | 312 | 318 | 325 | 331 | 338 |
| | Red Alert NFRIS Incident Reporting Program Support and Maintenance & SmartCop CAD | 6,242 | 6,367 | 6,495 | 6,624 | 6,757 | 6,892 |
| | Software - Fire Manager Scheduling and Time & Attendance Software | 2,081 | 2,122 | 2,165 | 2,208 | 2,252 | 2,297 |
| | <i>Total Rent & Leases</i> | 14,239 | 14,524 | 14,814 | 15,111 | 15,413 | 15,721 |

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

CPI Escalation 102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|------------------------|--|--------------|--------------|--------------|--------------|--------------|--------------|
| 450 | Risk Management | | | | | | |
| | Package Policy (Property, General & Mgmt. Liability, Portable Equip, Umbrella & Auto) | 61,017 | 62,238 | 63,483 | 64,752 | 66,047 | 67,368 |
| | Cancer Benefit Insurance (New FL Statue) | 1,831 | 1,868 | 1,905 | 1,943 | 1,982 | 2,021 |
| | Accident and Sickness | 5,610 | 5,722 | 5,837 | 5,953 | 6,072 | 6,194 |
| | Storage Tank Liability | 1,785 | 1,821 | 1,857 | 1,894 | 1,932 | 1,971 |
| | Total Risk Management | 70,243 | 71,648 | 73,081 | 74,543 | 76,034 | 77,554 |
| 460 | Repair & Maintenance: Equipment - Aerial Testing, Hose Testing, Pump Testing, Hydraulic Testing, | 35,700 | 36,414 | 37,142 | 37,885 | 38,643 | 39,416 |
| 461 | Repair & Maintenance: Buildings & Grounds | 71,400 | 72,828 | 74,285 | 75,770 | 77,286 | 78,831 |
| 462 | Repair & Maintenance: Vehicles | 56,100 | 57,222 | 58,366 | 59,534 | 60,724 | 61,939 |
| 470 | Printing and Binding | 104 | 106 | 108 | 110 | 113 | 115 |
| 490 | General Departmental: General Office & Administrative Costs | | | | | | |
| .05 | Other including Recruitment & Retention | 3,570 | 3,641 | 3,714 | 3,789 | 3,864 | 3,942 |
| .06 | Computer / IT Services | 6,630 | 6,763 | 6,898 | 7,036 | 7,177 | 7,320 |
| | Total General Departmental | 10,200 | 10,404 | 10,612 | 10,824 | 11,041 | 11,262 |
| 491 | Training - Instructor Fees, Education, Student Text and Fire Prevention | | | | | | |
| .01 | In-house training courses (Outside/In-house instructors/vendors) - Pump Ops, Officer | 8,670 | 8,843 | 9,020 | 9,201 | 9,385 | 9,572 |
| .02 | Out of area training - Orlando Fire Expo, GFFS, Intercontinental Fire Academy, Seminars, etc. | 3,570 | 3,641 | 3,714 | 3,789 | 3,864 | 3,942 |
| .03 | Fire Prevention (KLVFD Only) - Fire Safety Demonstrations at School | 3,060 | 3,121 | 3,184 | 3,247 | 3,312 | 3,378 |
| .04 | Education & Text Books | 2,601 | 2,653 | 2,706 | 2,760 | 2,815 | 2,872 |
| .05 | KAPLAN online education (60 firefighters) | 4,845 | 4,942 | 5,041 | 5,142 | 5,244 | 5,349 |
| | Total Training | 22,746 | 23,201 | 23,665 | 24,138 | 24,621 | 25,113 |
| 510 | Office Supplies & 2 New Computers for Station 24 | 4,284 | 4,370 | 4,457 | 4,546 | 4,637 | 4,730 |
| 520 | Operating Supplies | | | | | | |
| .01 | Fire Ground Safety (highway vests, cones, etc.) | 1,785 | 1,821 | 1,857 | 1,894 | 1,932 | 1,971 |
| .02 | Daily Operating/Maintenance Supplies including small tools less then 1k (hoses, nozzles, saws, | 125,000 | 25,500 | 26,010 | 26,530 | 27,061 | 27,602 |
| .03 | Medical Supplies & Equipment | 8,160 | 8,323 | 8,490 | 8,659 | 8,833 | 9,009 |
| 520 | Operating Supplies (continued) | | | | | | |
| .05 | Station Cleaning/Housekeeping Supplies | 5,100 | 5,202 | 5,306 | 5,412 | 5,520 | 5,631 |
| .06 | Firefighting Gear - (including helmets, gloves, hoods, boots, coat & pants) 7 sets of Bunker | 24,480 | 24,970 | 25,469 | 25,978 | 26,498 | 27,028 |
| .07 | Clothing, Apparel - Pants, extrication gloves, tee shirts, patches, etc. | 9,180 | 9,364 | 9,551 | 9,742 | 9,937 | 10,135 |
| .08 | Fire fighting Foam or suppression agent | 11,444 | 11,673 | 11,907 | 12,145 | 12,388 | 12,636 |
| | Total Operating Supplies | 185,149 | 86,852 | 88,589 | 90,361 | 92,168 | 94,012 |
| 521 | Fuel: Gasoline (for portable equipment) | 77 | 78 | 80 | 81 | 83 | 84 |
| 522 | Fuel: Diesel | 20,400 | 20,808 | 21,224 | 21,649 | 22,082 | 22,523 |
| 540 | Dues, Subscriptions and Publications (email and security) | 3,162 | 3,225 | 3,290 | 3,356 | 3,423 | 3,491 |
| 805 | Upper Keys Honor Guard | | | | | | |
| .01 | Uniform for 1 member | 510 | 520 | 531 | 541 | 552 | 563 |
| .02 | Flags/Poles/Pendants | - | - | - | - | - | - |
| .03 | Training | 551 | 562 | 573 | 585 | 596 | 608 |
| .04 | Travel | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 | 1,126 |
| | Total Upper Keys Honor Guard | 2,081 | 2,122 | 2,165 | 2,208 | 2,252 | 2,297 |
| Total Operating Budget | | \$ 2,486,954 | \$ 2,836,488 | \$ 3,035,551 | \$ 3,276,953 | \$ 3,408,314 | \$ 3,556,985 |

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

CPI Escalation 102%

| Acct # | Computation / Explanation | FY2022 | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 |
|---|--|--------|---------|---------|--------|--------|--------|
| Capital Item | | | | | | | |
| 630 | Capital Outlay: Infrastructure Improvements - Fire Hydrants \$150,000 ILA from Monroe County | - | - | - | - | - | - |
| Total Capital Outlay: Infrastructure Improvements - Fire Hydrants | | - | - | - | - | - | - |
| 640 | Capital Outlay: Equipment (> \$5,000 per item and a life of 1yr. or more) | - | - | - | - | - | - |
| | Vetter low pressure airbags | 15,000 | - | - | - | - | - |
| | Station 24- Gasboy electronic gas pump 9800K series with fuel management system | 20,000 | - | - | - | - | - |
| | FireCom Cab Communication Headsets for E24 and E25 @ 7k each truck response) | 15,000 | - | - | - | - | - |
| | Lifepaks for ALS Engines x 2 & Lifepak for BC Command Vehicle | - | 28,000 | - | - | - | - |
| | Lucas Device x 3 | - | 90,000 | - | - | - | - |
| | Toughbook Computers for vehicles x 3 | - | 54,000 | - | - | - | - |
| | Hurst Combo Hydraulic Tool for Tanker and StrongArm for Command vehicles | - | 15,000 | - | - | - | - |
| | Extrications Tools & Equipment (Struts, Cribbing, etc...) | - | 30,000 | - | - | - | - |
| | Training Trailer & Props (Connex Boxes like Islamorada) | - | - | 15,000 | - | - | - |
| | Fire station alerting system for 24 & 25 | - | - | 100,000 | - | - | - |
| | | - | - | 86,000 | - | - | - |
| Total Capital Outlay: Equipment | | 50,000 | 217,000 | 201,000 | - | - | - |
| 641 | Capital Outlay: Vehicles | - | - | - | - | - | - |
| | Command vehicles (2 Truck or SUV type) | - | 90,000 | 90,000 | - | - | - |
| Total Capital Outlay: Vehicles | | - | 90,000 | 90,000 | - | - | - |
| 642 | Capital Outlay: Small Tools & Equipment (> \$1,000 but < \$5,000 per item and a life of 1 yr. or more) | 39,500 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| Total Capital Outlay: Small Tools & Equipment | | 39,500 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| 643 | Capital Outlay: Buildings | - | - | - | - | - | - |
| | Station 24 - Remodel (kitchen & Restrooms) - If 2nd Story added this would be also done at same | - | - | 75,000 | - | - | - |
| | Station 24 - Replace Entry Doors - If 2nd Story added this would be also done at same time. | - | - | 100,000 | - | - | - |
| | Station 24 - Update Classroom Symposium | - | 15,000 | - | - | - | - |
| | Station 24 - Repave parking area | - | 17,000 | - | - | - | - |
| | Station 24 - Fence in parking area with automatic gate | - | 14,000 | - | - | - | - |
| | Station 25 - Restore parking area with sealant | - | - | 5,000 | - | - | - |
| Total Capital Outlay: Buildings | | - | 46,000 | 180,000 | - | - | - |

Total Capital Budget \$ 89,500 \$ 368,000 \$ 486,000 \$ 15,000 \$ 15,000 \$ 15,000

| | | | | | | |
|--------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Grand Total Budget | \$ 2,576,454 | \$ 3,204,488 | \$ 3,521,551 | \$ 3,291,953 | \$ 3,423,314 | \$ 3,571,985 |
|--------------------|--------------|--------------|--------------|--------------|--------------|--------------|



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Business Meeting Agenda Date: January 12, 2021 via Zoom

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes December 2020
6. Treasurer's Report December 2020
7. Committee Reports
8. Legal Report
9. Membership Review
 - A. Requests for Reimbursement for Gonzalez and Fernandez
10. Old Business
11. New Business
 - A. Revised Weapons Policy
12. Membership Discussion
13. Adjournment



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Business Meeting

Date: January 12, 2021 via Zoom

Board members in attendance were Brenda Beckmann, Dawn DeBrule, Adam Schussheim, Tess Marra and Scott Robinson. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 6: 31 pm by President Scott Robinson.
2. Approval of Agenda
Dawn DeBrule seconded by Tess Marra moved approval of the agenda. Motion carried unanimously.
3. Announcements
 - A new ID machine has been obtained. A notice will be sent to all members to get their new IDs
 - Scott Robinson established a PayPal account attached to the Corps' website. This is to assist in making it easier for the community to donate to the Corps.
 - The building was pressure cleaned in anticipation of it being painted. It appears as though the canvas canopy may need to be replaced.
 - Anyone wishing to receive the Covid vaccine should give their name to Chief Bock.
 - CPR renewal should be set up by the end of the month.
 - Dr. Morrison, the Corps' medical director, expressed a desire that all ultrasound training be completed as soon as possible.
4. Public Comment - None
5. Approval of Minutes
Dawn DeBrule seconded by Brenda Beckmann moved approval of the December 2020 minutes. Motion carried unanimously.
6. Treasurer's Report
Tess Marra reported a balance of \$ 227,136.24 as of December 31, 2020. Brenda Beckmann seconded by Dawn DeBrule moved approval of the treasurer's report. Motion carried unanimously.

The Chief advised he was moving monies into a higher yield CD.
7. Committee Reports
No report.



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

8. Legal Report

No Report

9. Membership Review

Reimbursement requests were received from David Fernandez and Lazaro Gonzalez. Upon motion and second by Dawn DeBrule and Adam Schussheim respectively, the requests were unanimously granted.

10. Old Business – None

11. New Business

Upon motion and second by Tess Marra and Brenda Beckmann, the proposed weapons policy was unanimously adopted.

12. Membership Discussion – None

13. Adjournment

There being no further business, Dawn DeBrule seconded by Tess Marra moved adjournment. Motion carried unanimously. Meeting adjourned at 6:52 pm.

Kay Cullen

Recording Secretary

Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
January 2021

| | Billing Account | Corp Account | Building Account | CPR Account | Certificates of Deposit | Total |
|--------------------------------|--------------------|--------------------|-------------------|-------------------|-------------------------|---------------------|
| Beginning Balance | \$24,616.23 | \$16,267.16 | \$2,442.12 | \$1,617.25 | \$182,193.48 | \$227,136.24 |
| <u>Revenues</u> | | | | | | |
| Interest | 1.92 | 1.08 | 0.21 | 0.14 | 8,768.61 | 8,771.96 |
| Medical Fees | 15,070.91 | | | | | 15,070.91 |
| Medical Transcripts | | | | | | 0.00 |
| KL Fire Rescue & EMS Reimb | 19,076.59 | 14,812.79 | | | | 33,889.38 |
| Donations | | 38.18 | | | | 38.18 |
| Educational Income | | | | | | 0.00 |
| Uncollected Income/Adjustmts | 17,265.98 | | | | | 17,265.98 |
| Misc Income | | | | | | 0.00 |
| Total Revenues | \$51,415.40 | \$14,852.05 | \$0.21 | \$0.14 | \$8,768.61 | \$75,036.41 |
| <u>Expenditures</u> | | | | | | |
| Advertising | | | | | | 0.00 |
| Medical Billing Refunds | | | | | | 0.00 |
| Payroll Expenses | 31,103.39 | 16,495.55 | | | | 47,598.94 |
| Dues & Subscriptions | | | | | | 0.00 |
| Professional Fees | | | | | | 0.00 |
| Supplies | | 42.96 | | | | 42.96 |
| Bank Service Charges | 62.54 | | | | | 62.54 |
| Licenses & Permits | | | | | | 0.00 |
| Repairs | | | | | | 0.00 |
| Total Expenditures | \$31,165.93 | \$16,538.51 | \$0.00 | \$0.00 | \$0.00 | \$47,704.44 |
| Ending Balance | \$44,865.70 | \$14,580.70 | \$2,442.33 | \$1,617.39 | \$190,962.09 | \$254,468.21 |
| TRANSFERS | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 |
| Balance before Adjustment | 44,865.70 | 14,580.70 | 2,442.33 | 1,617.39 | 190,962.09 | 254,468.21 |
| Adjustment to arrive at Actual | -19,412.33 | 2,169.79 | 0.00 | 0.00 | 0.00 | -17,242.54 |
| ACTUAL BALANCE @ MO END | \$25,453.37 | \$16,750.49 | \$2,442.33 | \$1,617.39 | \$190,962.09 | \$237,225.67 |



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Business Meeting Agenda - AMENDED

Date: February 9, 2021 via Zoom

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes
6. Treasurer's Report
7. Committee Reports
8. Legal Report
9. Membership Review
 - A. Requests for Reimbursement for Nicholas Roman
 - B. Request for Reinstatement for David Fernandez
 - C. Resignation of Adrienne Kelly
10. Old Business
 - A. Weapons Policy Update
11. New Business
 - A. District Meeting Update
 - B. EMS Grant
 - C. Covid Vaccine Discussion
 - D. Background Check Policy
12. Membership Discussion
13. Adjournment



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Business Meeting

Date: February 9, 2021 via Zoom

Board members in attendance were Brenda Beckmann, Dawn DeBrule, Adam Schussheim, Tess Marra and Scott Robinson. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 6:35 pm by President Scott Robinson.
2. Approval of Agenda
Tess Marra seconded by Brenda Beckmann moved approval of the agenda. Motion carried. Without objection, the approved agenda was amended to add the Background Policy to the agenda.
3. Announcements
 - Within 60 days, nine new volunteers will be coming on board.
4. Public Comment
No public comment.
5. Approval of Minutes
Dawn DeBrule, seconded by Tess Marra moved approval of the January, 2020 minutes. Motion carried unanimously.
6. Treasurer's Report
Tess Marra reported a balance of \$237,225.67 as of January 31, 2021. Dawn DeBrule seconded by Adam Schussheim moved approval of the treasurer's report. Motion carried unanimously.
7. Committee Reports - No report.
8. Legal Report - No Report
9. Membership Review
 - A. Reimbursement Requests for Nicholas Roman and David Fernandez: Upon motion and second by Dawn DeBrule and Brenda Beckmann, the requests were unanimously approved as a bulk item.
 - B. Tess Marra announced the resignation of Adreinne Kelly.



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

10. Old Business

- A. Weapons Policy Update: The policy will remain as approved at the January meeting.

No other old business.

11. New Business

- A. District Meeting Update: The District approved the application for a grant to staff the ambulance anticipated to be staged at Station 25 for improved response time to the North end of the service area.
- B. EMS Grant: The application will be completed and submitted on February 10, 2021.
- C. Covid Vaccine: It is anticipated that the department will receive a supply of vaccine. The Department of Health contacted the Chief and asked for names to be submitted to DOH for first responders to be able to receive vaccinations through DOH. Should the Corps have left over vaccines, it is anticipated that members of the community who are over the age of 65 may be offered vaccines through the Corps.
- D. Background Check Policy: Upon motion and second by Dawn DeBrule and Adam, Schussheim, the policy was unanimously approved via roll call as follows:
- | | |
|-----------------|-----|
| Tess Marra | Yes |
| Adam Schussheim | Yes |
| Brenda Beckmann | Yes |
| Dawn DeBrule | Yes |
| Scott Robinson | Yes |

12. Membership Discussion - No discussion.

13. Adjournment

There being no further business, Tess Marra seconded by Brenda Beckmann moved adjournment. Motion carried. Meeting adjourned at 6:56 pm.

Kay Cullen
Recording Secretary

Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
February 2021

| | Billing Account | Corp Account | Building Account | CPR Account | Certificates of Deposit | Total |
|--------------------------------|---------------------|--------------------|-------------------|-------------------|-------------------------|----------------------------|
| Beginning Balance | \$25,453.37 | \$16,750.49 | \$2,442.33 | \$1,617.39 | \$190,962.09 | \$237,225.67 |
| <u>Revenues</u> | | | | | | |
| Interest | 1.42 | 1.26 | 0.19 | 0.12 | | 2.99 |
| Medical Fees | 17,998.22 | | | | | 17,998.22 |
| Medical Transcripts | | | | | | 0.00 |
| KL Fire Rescue & EMS Reimb | | | | | | 0.00 |
| Donations | | | | | | 0.00 |
| Educational Income | | | | | | 0.00 |
| Uncollected Income/Adjustmts | -46,316.32 | | | | | -46,316.32 |
| Misc Income | | | | | | 0.00 |
| Total Revenues | -\$28,316.68 | \$1.26 | \$0.19 | \$0.12 | \$0.00 | -\$28,315.11 |
| <u>Expenditures</u> | | | | | | |
| Advertising | | 42.34 | | | | 42.34 |
| Medical Billing Refunds | 1,409.62 | | | | | 1,409.62 |
| Payroll Expenses | 26,446.31 | 18,343.82 | | | | 44,790.13 |
| Dues & Subscriptions | | 125.00 | | | | 125.00 |
| Professional Fees | | | | | | 0.00 |
| Supplies | | 476.67 | | | | 476.67 |
| Bank Service Charges | 60.23 | | | | | 60.23 |
| Licenses & Permits | | 1,545.00 | | | | 1,545.00 |
| Postage | | 55.00 | | | | 55.00 |
| Total Expenditures | \$27,916.16 | \$20,587.83 | \$0.00 | \$0.00 | \$0.00 | \$48,503.99 |
| Ending Balance | -\$30,779.47 | -\$3,836.08 | \$2,442.52 | \$1,617.51 | \$190,962.09 | \$160,406.57 |
| TRANSFERS | (1,000.00) | 1,000.00 | 0.00 | 0.00 | | 0.00 |
| Balance before Adjustment | (31,779.47) | -2,836.08 | 2,442.52 | 1,617.51 | 190,962.09 | 160,406.57 |
| Adjustment to arrive at Actual | 43,628.67 | 2,821.51 | 0.00 | 0.00 | 0.00 | 46,450.18 |
| ACTUAL BALANCE @ MO END | \$11,849.20 | -\$14.57 | \$2,442.52 | \$1,617.51 | \$190,962.09 | <u>\$206,856.75</u> |



Key Largo Ems

Weapons Policy Update :

To further ensure a safe working environment Weapons are not permitted inside the Key Largo EMS building, on Personnel while on duty with EMS, while conducting business, during trainings or other special event activities.

Weapons include KNIVES and anything that fires a projectile such as GUNS, RIFLES, REVOLVERS, BOW and ARROW setups, etc. including CLIPS and AMMUNITION.

Any violation of this Policy may result in Termination.

NOTE:

Legal Pocket Knives are permitted (under 4" blade length) to be carried by Personnel.



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.com

Business Meeting

DATE: December 8, 2020 via Zoom

AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes
6. Treasurer's Report
7. Committee Reports
8. Legal Report
9. Membership Review
 - A. Approval Alex Belgiovine 90-day Extension
10. Old Business
 - A. Open Board positions
 - B. Revised Work Agreement
11. New Business
 - A. 5 year Strategic Plan
 - B. 5 Year Capital Outlay plan
12. Membership Discussion
13. Adjournment



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.com

Business Meeting

Date: December 8, 2020 via Zoom

Board members in attendance were Jason Mumper, Don Conord and Jonathan Ramey. A quorum was present. Chief Don Bock and the Recording Secretary were not in attendance.

1. Meeting was called to order at 7:17 pm by the President, Jason Mumper.
2. Approval of Agenda
Jonathan Ramey seconded by Don Conord moved approval of the agenda. Motion carried.
3. Announcements - None
4. Public Comment - None
5. Approval of Minutes
Jonathan Ramey seconded by Don Conord moved approval of the November 2020 minutes. Motion carried.
6. Approval of Treasurer's Report
Jonathan Ramey seconded by Don Conord moved approval of the November 2020 Treasurer's Report. Motion carried.
7. Committee Reports
No reports as the Bylaw Committee has yet to meet.
8. Legal Report - None
9. Membership Review
Discussion was held concerning Alex Belgiovine's request for a 90-day Extension. Upon motion by Don Conord and second by Jonathan Ramey, the request was unanimously approved.
10. Old Business
 - A. Due to an apparent lack of interest in the positions, only one of the two open board positions will be filled. Upon motion and second by Don Conord and Jonathan Ramey, respectively, Travis Wilson was unanimously appointed to the Board.
 - B. After explanation and review, the proposed Work Policy Agreement was unanimously approved upon motion and second by Don Conord and Jonathan Ramey.



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

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11. New Business

- A. After review and discussion the proposed 5-year Strategic plan was unanimously approved upon motion and second by Don Conord and Travis Wilson.
- B. After review and discussion the proposed 5-year Capital Outlay plan was unanimously approved upon motion and second by Don Conord and Travis Wilson.

12. Membership Discussion

Testing for new volunteers will be held in January.

13. Adjournment

There being no further business, the meeting was adjourned upon motion and second by Jonathan Ramey and Don Conord at 8:19 PM.

Kay Cullen
Recording Secretary

**Key Largo Volunteer Fire Department
Treasurer's Report
December 2020**

| | <u>Payroll/Reimb</u> | <u>Corp Account</u> | <u>District Expenses</u> | <u>Tee Shirt</u> | <u>Total</u> |
|-----------------------------------|----------------------|---------------------|--------------------------|------------------|----------------------------|
| Beginning Balance | \$57,338.76 | \$1,316.73 | \$613.70 | \$3.19 | \$59,272.38 |
| <u>Revenues</u> | | | | | |
| Revenues & Reimbursements | 118,506.43 | | | | \$118,506.43 |
| Donations | | | | | 0.00 |
| T-Shirts/Sweaters | | | | | 0.00 |
| Misc Income - State of Florida | | | | | 0.00 |
| Interest | 4.40 | 0.10 | 0.05 | | 4.55 |
| Total Revenues | \$118,510.83 | \$0.10 | \$0.05 | \$0.00 | <u>\$118,510.98</u> |
| <u>Expenditures</u> | | | | | |
| Payroll Expenses | 147,046.60 | | | | 147,046.60 |
| Employee's Share Health Insurance | -2,817.75 | | | | -2,817.75 |
| Health Insurance | 8,555.65 | | | | 8,555.65 |
| Uniforms | | | | | 0.00 |
| Background Checks | | | | | 0.00 |
| Miscellaneous | | | | | 0.00 |
| Professional Fees | | | | | 0.00 |
| Training | 450.00 | | | | 450.00 |
| Supplies | 888.02 | | | | 888.02 |
| Dues & Subscriptions | 7.98 | | | | 7.98 |
| Total Expenditures | \$154,130.50 | \$0.00 | \$0.00 | \$0.00 | <u>\$154,130.50</u> |
| Ending Balance | \$21,719.09 | \$1,316.83 | \$613.75 | \$3.19 | \$23,652.86 |
| TRANSFERS | | | | | 0.00 |
| Balance before Adjustment | \$21,719.09 | \$1,316.83 | \$613.75 | \$3.19 | \$23,652.86 |
| Adjustment to arrive at Actual | 1,579.96 | -100.00 | 0.00 | 0.00 | 1,479.96 |
| ACTUAL BALANCE @ MO END | \$20,139.13 | \$1,416.83 | \$613.75 | \$3.19 | <u>\$22,172.90</u> |
| *Payroll Liabilities | -\$8.54 | | | | |
| Fixed Asset Purchases | \$1,588.50 | | | | |
| Deposit Correction from 11/20/20 | -\$100.00 | | | | |
| Total Adjustments | \$1,479.96 | | | | |



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

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Business Meeting

DATE: January 12, 2021 via Zoom

AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes
6. Treasurer's Report for December 2020
7. Committee Reports
8. Legal Report
9. Membership Review
10. Old Business
11. New Business
 - A. Removal of Quarterly PO Program Policy
 - B. New Reimbursement Policy
 - C. Remove Policy 2016-002
 - D. Schedule Time for Business Meetings
12. Membership Discussion
13. Adjournment



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Business Meeting

Date: January 12, 2021 via Zoom

Board members in attendance were Jason Mumper, Don Conord, Jonathan Ramey and Travis Wilson. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 7:04 pm by Jason Mumper, President.
2. Approval of Agenda
Jonathan Ramey seconded by Don Conord moved approval of the agenda. Motion carried unanimously.
3. Announcements
 - A. As a result of the testing held on January 9th, 5 persons will be offered positions with the Department.
 - B. The ambulance corps was added to Dr. Morrison's list for available Covid vaccinations. It is hoped that by the end of the month, there will be vaccines available to personnel.
 - C. Congratulations to Sebastian Sanchez, in his promotion to Driver/Engineer.
4. Public Comment - None
5. Approval of Minutes
There were no prior minutes to be approved as the December recording was not given to the Recording Secretary in time to have minutes transcribed and presented at this meeting. The December minutes will be submitted for approval, together with the January minutes at the February meeting.
6. Approval of Treasurer's Report
Jonathan Ramey seconded by Don Conord moved approval of the December 2020 Treasurer's Report. Motion carried unanimously.
7. Committee Reports
The By-Law Committee met and drafted new bylaws which must be submitted for legal review prior to being submitted to this Board.
8. Legal Report
Russell Yagel has been retained to represent the Department.
9. Membership Review
See Announcement A above.
10. Old Business – None



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11. New Business

- A. Because the Performance Objective Policy has been superseded by a different training program, upon motion and second by Don Conord and Travis Wilson, respectively, the policy was unanimously removed.
- B. There was discussion concerning the creation of a new detailed Reimbursement Policy. No action was taken.
- C. There was discussion concerning the removal of Policy 2016-002 which currently provides for placing a firefighter on the ambulance to act as a driver should that become necessary. No action was taken. Further discussion at the Operations level will be held within the Department.
- D. There was discussion concerning changing the time for the Departmental monthly business meeting to insure that the Chief and Recording Secretary can be in attendance. No action was taken on this matter. The department will be notified if it is anticipated that the EMS meeting will run late.

12. Membership Discussion

Concern was expressed that department members requesting reinstatement following a 90-day violation should be present, either in person or virtually to state their case before the Board. No action was taken. This matter will be included on the February agenda.

13. Adjournment

There being no further business, the meeting was adjourned at 8:06 PM upon motion and second by Don Conord and Travis Wilson, respectively.

Kay Cullen
Recording Secretary

**Key Largo Volunteer Fire Department
Treasurer's Report
January 2021**

| | <u>Payroll/Reimb</u> | <u>Corp Account</u> | <u>District Expenses</u> | <u>Tee Shirt</u> | <u>Total</u> |
|-----------------------------------|----------------------|---------------------|--------------------------|------------------|----------------------------|
| Beginning Balance | \$20,139.13 | \$1,416.83 | \$613.75 | \$3.19 | \$22,172.90 |
| <u>Revenues</u> | | | | | |
| Revenues & Reimbursements | 152,915.49 | | | | \$152,915.49 |
| Donations | | 225.00 | | | 225.00 |
| T-Shirts/Sweaters | | | | | 0.00 |
| Misc Income - State of Florida | 932.58 | | | | 932.58 |
| Interest | 4.83 | 0.14 | 0.05 | | 5.02 |
| Total Revenues | \$153,852.90 | \$225.14 | \$0.05 | \$0.00 | <u>\$154,078.09</u> |
| <u>Expenditures</u> | | | | | |
| Payroll Expenses | 104,026.44 | | | | 104,026.44 |
| Employee's Share Health Insurance | -1,878.50 | | | | -1,878.50 |
| Health Insurance | 10,703.09 | | | | 10,703.09 |
| Uniforms | | | | | 0.00 |
| Background Checks | 155.00 | | | | 155.00 |
| Cable | 198.08 | | | | 198.08 |
| Professional Fees | | | | | 0.00 |
| Training | | | | | 0.00 |
| Supplies | 1,288.43 | | | | 1,288.43 |
| Dues & Subscriptions | 17.98 | | | | 17.98 |
| Total Expenditures | \$114,510.52 | \$0.00 | \$0.00 | \$0.00 | <u>\$114,510.52</u> |
| Ending Balance | \$59,481.51 | \$1,641.97 | \$613.80 | \$3.19 | \$61,740.47 |
| TRANSFERS | | | | | 0.00 |
| Balance before Adjustment | \$59,481.51 | \$1,641.97 | \$613.80 | \$3.19 | \$61,740.47 |
| Adjustment to arrive at Actual | 207.44 | 0.00 | 0.00 | 0.00 | 207.44 |
| ACTUAL BALANCE @ MO END | \$59,274.07 | \$1,641.97 | \$613.80 | \$3.19 | <u>\$61,533.03</u> |
| *Payroll Liabilities | -\$68.00 | | | | |
| Fixed Asset Purchases | \$275.44 | | | | |
| Deposit Correction from 11/20/20 | | | | | |
| Total Adjustments | \$207.44 | | | | |

**Key Largo Volunteer Fire Department
Treasurer's Report
January 2021**



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

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Business Meeting

DATE: February 9, 2021 via Zoom

AGENDA - AMENDED

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes
 - A. Approval of December 2020 minutes
 - B. Approval of January 2021 minutes
6. Treasurer's Report
 - A. Approval of December 2020 Treasurer's Report
 - B. Approval of January 2021 Treasurer's Report
7. Committee Reports
8. Legal Report
9. Membership Review
 - A. Reinstatement for Jesus Valledor
 - B. Reinstatement for Pedro Berges
10. Old Business
 - A. Should Members requesting reinstatement appear before the Board?
11. New Business
 - A. Background Check Policy
 - B. Donation Letter
12. Membership Discussion
13. Adjourn



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Business Meeting

Date: February 9, 2021 via Zoom

Board members in attendance were Don Conord, Jason Mumper, Jonathan Ramey and Travis Wilson. A quorum was present. Chief Don Bock was also in attendance.

1. Meeting was called to order at 7:05 pm by president Jason Mumper.
2. Approval of Agenda
Item 11 B was added to the agenda without objection. Upon motion and second by Jonathan Ramey and Don Conord, the Amended agenda was unanimously approved.
3. Announcements
 - Chief Bock thanked and congratulated the department for the response to the residential fire.
 - The Department of Health contacted the Chief to get names of first responders to get vaccines from DOH should there be an excess in their supply.
4. Public Comment- None
5. Approval of Minutes
 - Travis Wilson seconded by Don Conord moved approval of the December 2020 minutes. The motion carried unanimously.
 - Travis Wilson seconded by Don Conord moved approval of the January 2021 minutes. The motion carried unanimously.
6. Approval of Treasurer's Report
 - Don Conord seconded by Jonathan Ramey moved approval of the January 2021 Treasurer's Report. Motion carried unanimously.
 - The Recording Secretary failed to supply the December 2020 Treasurer's Report which will be moved to the March 2021 meeting.
7. Committee Reports
 - By-Law committee: The proposed by-laws are awaiting legal review.
8. Legal Report - None
9. Membership Review
Upon motion and second by Don Conord and Travis Wilson, the requests for reinstatement for Valledor and Berges was unanimously approved as a bulk item.



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10. Old Business

Discussion was held concerning the issue of whether or not members requesting reinstatement should appear before the Board to state their case. All members of the Board agreed that this should be the policy going forward. Capt. Jones will add this requirement to the 90-day violation letter.

11. New Business

A. Background Check Policy: Upon motion and second by Don Conord and Jonathan Ramey, the Background Check Policy submitted for review was unanimously approved.

B. Donation Letter: Upon motion and second by Jonathan Ramey and Don Conord, a donation letter will be drafted for review at the March meeting. The motion carried unanimously.

12. Membership Discussion

4 new members will come aboard on March 1st.

13. Adjournment

There being no further business, upon motion and second by Jonathan Ramey and Travis Wilson, the meeting was adjourned at 7:36 pm.

Kay Cullen
Recording Secretary

**Key Largo Volunteer Fire Department
Treasurer's Report
February 2021**

| | <u>Payroll/Reimb</u> | <u>Corp Account</u> | <u>District Expenses</u> | <u>Tee Shirt</u> | <u>Total</u> |
|-----------------------------------|----------------------|---------------------|--------------------------|------------------|----------------------------|
| Beginning Balance | \$59,274.07 | \$1,641.97 | \$613.80 | \$3.19 | \$61,533.03 |
| <u>Revenues</u> | | | | | |
| Revenues & Reimbursements | 104,785.79 | | | | \$104,785.79 |
| Donations | | 38.18 | | | 38.18 |
| T-Shirts/Sweaters | | | | | 0.00 |
| Misc Income - State of Florida | | | | | 0.00 |
| Interest | 4.00 | 0.13 | 0.05 | | 4.18 |
| Total Revenues | \$104,789.79 | \$38.31 | \$0.05 | \$0.00 | <u>\$104,828.15</u> |
| <u>Expenditures</u> | | | | | |
| Payroll Expenses | 96,767.50 | | | | 96,767.50 |
| Employee's Share Health Insurance | -1,878.50 | | | | -1,878.50 |
| Health Insurance | 10,184.82 | | | | 10,184.82 |
| Uniforms | | | | | 0.00 |
| Background Checks | | | | | 0.00 |
| Repairs & Maintenance | 105.96 | | | | 105.96 |
| Professional Fees | | | | | 0.00 |
| Training | | | | | 0.00 |
| Supplies | 267.65 | | | | 267.65 |
| Dues & Subscriptions | 12.99 | | | | 12.99 |
| Total Expenditures | \$105,460.42 | \$0.00 | \$0.00 | \$0.00 | <u>\$105,460.42</u> |
| Ending Balance | \$58,603.44 | \$1,680.28 | \$613.85 | \$3.19 | \$60,900.76 |
| TRANSFERS | | | | | 0.00 |
| Balance before Adjustment | \$58,603.44 | \$1,680.28 | \$613.85 | \$3.19 | \$60,900.76 |
| Adjustment to arrive at Actual | -36.61 | 0.00 | 0.00 | 0.00 | -36.61 |
| ACTUAL BALANCE @ MO END | \$58,640.05 | \$1,680.28 | \$613.85 | \$3.19 | <u>\$60,937.37</u> |
| *Payroll Liabilities | -\$36.61 | | | | |
| Fixed Asset Purchases | | | | | |
| Total Adjustments | -36.61 | | | | |

Manpower Analysis by Incident

Key Largo Fire Department

Date Range: From 01/01/2021 to 01/31/2021

Fixed Property:

Company: All Companies

| Incident Type | Incident Count | Number Attended | Average Attended | Total Length (hrs) | Average Length (hrs) | Average Man Hours | Total Man Hours |
|--|----------------|-----------------|------------------|--------------------|----------------------|-------------------|-----------------|
| 100-Fire, other | 1 | 7 | 7.00 | 0.27 | 0.27 | 1.89 | 1.89 |
| 111-Building fire | 1 | 8 | 8.00 | 5.55 | 5.55 | 44.40 | 44.40 |
| 131-Passenger vehicle fire | 2 | 10 | 5.00 | 6.87 | 3.43 | 19.51 | 39.02 |
| 151-Outside rubbish, trash or waste fire | 1 | 6 | 6.00 | 0.57 | 0.57 | 3.42 | 3.42 |
| 311-Medical assist, assist EMS crew | 18 | 65 | 3.61 | 7.30 | 0.41 | 1.53 | 27.62 |
| 320-Emergency medical service incident, other | 1 | 4 | 4.00 | 0.08 | 0.08 | 0.32 | 0.32 |
| 321-EMS call, excluding vehicle accident with injury | 4 | 13 | 3.25 | 1.61 | 0.40 | 1.52 | 6.09 |
| 322-Motor vehicle accident with injuries | 5 | 21 | 4.20 | 3.71 | 0.74 | 3.33 | 16.66 |
| 323-Motor vehicle/pedestrian accident (MV Ped) | 4 | 23 | 5.75 | 3.24 | 0.81 | 4.83 | 19.32 |
| 324-Motor vehicle accident with no injuries. | 6 | 22 | 3.67 | 2.99 | 0.50 | 1.95 | 11.68 |
| 331-Lock-in (if lock out , use 511) | 2 | 6 | 3.00 | 0.43 | 0.22 | 0.65 | 1.29 |
| 444-Power line down | 1 | 3 | 3.00 | 0.47 | 0.47 | 1.41 | 1.41 |
| 463-Vehicle accident, general cleanup | 3 | 9 | 3.00 | 1.55 | 0.52 | 1.93 | 5.80 |
| 511-Lock-out | 1 | 3 | 3.00 | 0.15 | 0.15 | 0.45 | 0.45 |
| 531-Smoke or odor removal | 1 | 6 | 6.00 | 0.58 | 0.58 | 3.48 | 3.48 |
| 550-Public service assistance, other | 1 | 1 | 1.00 | 0.33 | 0.33 | 0.33 | 0.33 |
| 551-Assist police or other governmental agency | 5 | 16 | 3.20 | 9.55 | 1.91 | 6.49 | 32.47 |
| 561-Unauthorized burning | 1 | 5 | 5.00 | 0.43 | 0.43 | 2.15 | 2.15 |
| 571-Cover assignment, standby, moveup | 1 | 3 | 3.00 | 1.25 | 1.25 | 3.75 | 3.75 |
| 611-Dispatched & canceled en route | 10 | 35 | 3.50 | 0.46 | 0.05 | 0.17 | 1.75 |
| 621-Wrong location | 1 | 4 | 4.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 700-False alarm or false call, other | 4 | 21 | 5.25 | 1.22 | 0.30 | 1.56 | 6.24 |
| 733-Smoke detector activation due to malfunction | 2 | 7 | 3.50 | 0.82 | 0.41 | 2.05 | 4.10 |
| 743-Smoke detector activation, no fire - unintentional | 1 | 1 | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 744-Detector activation, no fire - unintentional | 2 | 13 | 6.50 | 0.15 | 0.07 | 0.45 | 0.90 |
| 745-Alarm system activation, no fire - unintentional | 2 | 10 | 5.00 | 0.12 | 0.06 | 0.36 | 0.72 |
| Blank. Incident Type not Entered | 5 | 0 | 0.00 | 0.58 | 0.12 | | 0.00 |
| Total and Averages for all Incident Types | 86 | 322 | 3.74 | 50.28 | 0.58 | | 235.26 |

NFPA Analysis Report

Key Largo Fire Department

Date Range: From 01/01/2021 to 01/31/2021

Fixed Property:

| FIRE IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) (All in Section A Incident Type 110-129) | Number of | Number of Civilian Fire Casualties. If none, write 0. | | Estimated Property Damage from Fire. If no loss, write 0. |
|--|-----------|---|----------|---|
| | | Deaths | Injuries | |
| 1. Private Dwellings (1 or 2 family), Including mobile homes (FPU 400-419) | 1 | 0 | 0 | \$0 |
| 2. Apartments (3 or more families) FPU 429 or FPU 439) | 0 | 0 | 0 | \$0 |
| 3. Hotels and Motels (FPU 449) | 0 | 0 | 0 | \$0 |
| 4. All other residential (dormitories, boarding houses, tents, etc.) (FPU 459-499) | 0 | 0 | 0 | \$0 |
| 5. TOTAL OTHER RESIDENTIAL FIRES (SHOULD BE SUM OF LINES 1 THROUGH 4) | 1 | 0 | 0 | \$0 |
| 6. Public Assembly (church, restaurant, clubs, etc.) (FPU 100-199) | 0 | 0 | 0 | \$0 |
| 7. Schools and Colleges (FPU 200-299) | 0 | 0 | 0 | \$0 |
| 8. Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.) (FPU 300-399) | 0 | 0 | 0 | \$0 |
| 9. Stores and Offices (FPU 500-599) | 0 | 0 | 0 | \$0 |
| 10. Industry, Utility, Defense, Laboratories, Manufacturing (FPU 600-799) | 0 | 0 | 0 | \$0 |
| 11. Storage in Structures (barns, vehicle storage garages, general storage etc.) (FPU 800-899) | 0 | 0 | 0 | \$0 |
| 12. Other Structures** (outbuildings, bridges, etc.) (FPU 900-999) | 0 | 0 | 0 | \$0 |
| 13. TOTALS FOR STRUCTURE FIRES (SHOULD BE SUM OF LINES 5 THROUGH 12) | 1 | 0 | 0 | \$0 |

| | | | | |
|---|----|---|---|-----|
| B. OTHER FIRE AND INCIDENTS | | | | |
| 14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137) | 2 | 3 | 0 | \$0 |
| 14b. Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (IT 130, 133-135, 138) | 0 | 0 | 0 | \$0 |
| 15. Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc. (IT 140, 141, 161, 162, 164, 170-173) | 0 | 0 | 0 | \$0 |
| 16. Fires in Brush, Grass, Wildland (excluding crops and timber) with no value involved. (IT 142-143) | 0 | 0 | 0 | |
| 17. Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved. (IT 150-155) | 1 | 0 | 0 | |
| 18. All Other Fires. (IT 100, 160, 163) | 1 | 0 | 0 | \$0 |
| 19. TOTAL FOR FIRES (SHOULD BE SUM OF LINES 13 THROUGH 18) | 5 | 3 | 0 | \$0 |
| 20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381) | 24 | | | |
| 21. False Alarm Responses (malicious or unintentional false calls, system malfunctions, bomb scares) (IT 700-746) | 11 | | | |
| 22. Mutual Aid or Assistance Responses Given | 21 | | | |
| 23a. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431) | 0 | | | |
| 23b. Other Hazardous Conditions (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400) | 4 | | | |
| 24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911) | 21 | | | |
| 25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24) | 86 | | | |

Based on what is reported in lines 5 and 13 for number of fire above, please report separately:

Confined fires (e.g., cooking fires confined to cooking vessel, or chimney fire that did not spread beyond chimney, or confined trash fires) IIT 113 - 118), and Nonconfined fires (IT 110 - 112, 120 - 123).

| | Number of Confined Fires | Number of Nonconfined Fires |
|-------------------------------------|--------------------------|-----------------------------|
| 5. Residential Fires (line 5 above) | 0 | 1 |
| 13. Structure Fires (line 13 above) | 0 | 1 |







| | |
|---|---|
| BREAKDOWN OF FALSE ALARM RESPONSES | |
| 1. Malicious, Mischievous False Call (IT 710-715) | 0 |
| 2. System Malfunction (IT 700-739) | 2 |
| 3. Unintentional (tripping on Interior device accidentally etc.) (IT 740-749) | 5 |
| 4. Other False Alarms (bomb scares, etc.) (IT 721, 700) | 4 |

Alarms by Day of Week

Key Largo Fire Department

Date Range: From 01/01/2021 to 01/31/2021

Fixed Property:

| Day of Week | | Totals |
|-------------|--|--------|
| Sunday |  | 13 |
| Monday |  | 8 |
| Tuesday |  | 12 |
| Wednesday |  | 15 |
| Thursday |  | 13 |
| Friday |  | 10 |
| Saturday |  | 15 |

No Date 0
Total Alarms 86

Incident Run Log

Key Largo Fire Department

Date Range: From 01/01/2021 to 01/31/2021

Fixed Property:

Company: All Companies

Sorted by: Not selected

| Date | FDID | Incident# | Alarm | ### | Address | Suite | Type | Lgth |
|------------|-------|-------------|-------|------|---------------------------|-------|--|------|
| 01/31/2021 | 38032 | 2021-000087 | 19:10 | 29 | Bahama Ave | | Fire, other | 0.0 |
| 01/31/2021 | 38032 | 2021-000085 | 09:06 | 29 | BAHAMA AVE | | Building fire | 5.5 |
| 01/16/2021 | 38032 | 2021-000042 | 18:35 | 9600 | OVERSEAS HWY | SB | Passenger vehicle fire | 5.8 |
| 01/18/2021 | 38032 | 2021-000048 | 16:51 | | STATE ROAD 905 | | Passenger vehicle fire | 1.1 |
| 01/17/2021 | 38032 | 2021-000045 | 14:54 | | LANCE LN / 104.8 MM OC | | Outside rubbish, trash or waste fire | 0.6 |
| 01/01/2021 | 38032 | 2021-000003 | 19:54 | 1062 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.4 |
| 01/02/2021 | 38032 | 2021-000004 | 12:47 | 1053 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.4 |
| 01/04/2021 | 38032 | 2021-000008 | 09:55 | 1336 | CALDER RD | | Medical assist, assist EMS crew | 0.5 |
| 01/04/2021 | 38032 | 2021-000010 | 17:10 | 13 | BONITA AVE | | Medical assist, assist EMS crew | 0.4 |
| 01/06/2021 | 38032 | 2021-000016 | 10:07 | 4 | BLACKWATER LN NORTH | 114 | Medical assist, assist EMS crew | 0.6 |
| 01/06/2021 | 38032 | 2021-000018 | 20:39 | 969 | SHAW DR | | Medical assist, assist EMS crew | 0.8 |
| 01/07/2021 | 38032 | 2021-000023 | 18:22 | 1047 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.3 |
| 01/12/2021 | 38032 | 2021-000029 | 11:59 | 1 | EAST DRIVE 99MM OC | | Medical assist, assist EMS crew | 0.1 |
| 01/12/2021 | 38032 | 2021-000031 | 22:27 | | SEXTON COVE RD / 106 MM G | | Medical assist, assist EMS crew | 0.3 |
| 01/13/2021 | 38032 | 2021-000033 | 08:57 | 29 | BASS AVE | | Medical assist, assist EMS crew | 0.2 |
| 01/13/2021 | 38032 | 2021-000035 | 21:40 | 103 | LONG KEY RD | | Medical assist, assist EMS crew | 0.6 |
| 01/20/2021 | 38032 | 2021-000053 | 18:24 | 19 | SEAGATE BLVD | | Medical assist, assist EMS crew | 0.4 |
| 01/20/2021 | 38032 | 2021-000054 | 19:50 | 1001 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.6 |
| 01/23/2021 | 38032 | 2021-000062 | 14:33 | 1079 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.5 |
| 01/24/2021 | 38032 | 2021-000069 | 07:29 | | REEF ROAD 106 MM | | Medical assist, assist EMS crew | 0.3 |
| 01/25/2021 | 38032 | 2021-000072 | 10:37 | 500 | ST CROIX PL | | Medical assist, assist EMS crew | 0.1 |
| 01/27/2021 | 38032 | 2021-000077 | 11:17 | 66 | SHORELAND DR | | Medical assist, assist EMS crew | 0.6 |
| 01/27/2021 | 38032 | 2021-000080 | 20:27 | 4 | BLACKWATER LN NORTH | 206 | Medical assist, assist EMS crew | 0.4 |
| 01/05/2021 | 38032 | 2021-000014 | 19:32 | 1045 | OVERSEAS HWY | C404 | Emergency medical service incident, other | 0.1 |
| 01/13/2021 | 38032 | 2021-000034 | 14:16 | 1039 | OVERSEAS HWY | | EMS call, excluding vehicle accident with injury | 0.4 |
| 01/26/2021 | 38032 | 2021-000073 | 12:18 | 4 | BLACKWATER LN NORTH | 103 | EMS call, excluding vehicle accident with injury | 0.3 |
| 01/26/2021 | 38032 | 2021-000074 | 18:55 | | 1 EAST DR | | EMS call, excluding vehicle accident with injury | 0.2 |
| 01/27/2021 | 38032 | 2021-000078 | 15:50 | 1006 | OVERSEAS HWY | | EMS call, excluding vehicle accident with injury | 0.7 |
| 01/07/2021 | 38032 | 2021-000019 | 06:36 | | STATE ROAD 905 | | Motor vehicle accident with injuries | 1.3 |
| 01/15/2021 | 38032 | 2021-000040 | 01:50 | | STATE ROAD 905 | | Motor vehicle accident with injuries | 1.6 |
| 01/18/2021 | 38032 | 2021-000047 | 01:37 | 166 | LONG KEY RD | | Motor vehicle accident with injuries | 0.5 |
| 01/19/2021 | 38032 | 2021-000050 | 15:33 | 9523 | OVERSEAS HWY | | Motor vehicle accident with injuries | 0.2 |
| 01/23/2021 | 38032 | 2021-000063 | 15:16 | | 105MM US1 | SB | Motor vehicle accident with injuries | 0.1 |
| 01/03/2021 | 38032 | 2021-000006 | 17:01 | 100 | OVERSEAS HWY | | Motor vehicle/pedestrian accident (MV Ped) | 0.4 |
| 01/23/2021 | 38032 | 2021-000065 | 15:18 | 9970 | OVERSEAS HWY | | Motor vehicle/pedestrian accident (MV Ped) | 0.1 |
| 01/24/2021 | 38032 | 2021-000071 | 19:10 | 1040 | OVERSEAS HWY | | Motor vehicle/pedestrian accident (MV Ped) | 2.5 |
| 01/27/2021 | 38032 | 2021-000079 | 16:32 | 9970 | OVERSEAS HWY | | Motor vehicle/pedestrian accident (MV Ped) | 0.3 |
| 01/04/2021 | 38032 | 2021-000011 | 22:05 | 9944 | OVERSEAS HWY | | Motor vehicle accident with no injuries. | 0.5 |
| 01/05/2021 | 38032 | 2021-000012 | 11:27 | 9910 | OVERSEAS HWY | | Motor vehicle accident with no injuries. | 0.3 |
| 01/05/2021 | 38032 | 2021-000013 | 16:10 | 9631 | OVERSEAS | NB | Motor vehicle accident with no injuries. | 0.6 |
| 01/08/2021 | 38032 | 2021-000024 | 07:55 | | 98MM US1 | NB | Motor vehicle accident with no injuries. | 0.6 |
| 01/17/2021 | 38032 | 2021-000044 | 10:49 | 9571 | OVERSEAS HWY | | Motor vehicle accident with no injuries. | 0.3 |
| 01/17/2021 | 38032 | 2021-000046 | 18:58 | | US1 | NB | Motor vehicle accident with no injuries. | 0.7 |
| 01/09/2021 | 38032 | 2021-000026 | 10:16 | 15 | JUDY PL | | Lock-in (if lock out , use 511) | 0.2 |
| 01/21/2021 | 38032 | 2021-000056 | 15:45 | 9900 | OVERSEAS HWY | | Lock-in (if lock out , use 511) | 0.2 |
| 01/22/2021 | 38032 | 2021-000060 | 18:21 | | W AVE C / 101.4 MM GU | | Power line down | 0.5 |
| 01/14/2021 | 38032 | 2021-000036 | 12:04 | 1001 | OVERSEAS HWY | | Vehicle accident, general cleanup | 0.1 |
| 01/14/2021 | 38032 | 2021-000038 | 14:21 | 1016 | OVERSEAS HWY | | Vehicle accident, general cleanup | 0.7 |
| 01/14/2021 | 38032 | 2021-000039 | 14:58 | | GEORGE ST / 102.7 MM GU | | Vehicle accident, general cleanup | 0.9 |
| 01/22/2021 | 38032 | 2021-000059 | 16:14 | | MAGNOLIA ST / 100 MM OC | | Lock-out | 0.1 |
| 01/26/2021 | 38032 | 2021-000075 | 21:36 | 1045 | OVERSEAS HWY | C102 | Smoke or odor removal | 0.6 |
| 01/31/2021 | 38032 | 2021-000086 | 12:30 | 1014 | OVERSEAS HWY | | Public service assistance, other | 0.3 |
| 01/01/2021 | 38032 | 2021-000001 | 14:11 | 5800 | CARD SOUND RD | | Assist police or other governmental agency | 3.8 |
| 01/07/2021 | 38032 | 2021-000020 | 10:20 | 1020 | OVERSEAS HWY | | Assist police or other governmental agency | 2.8 |
| 01/13/2021 | 38032 | 2021-000032 | 07:37 | | CARD SOUND RD | | Assist police or other governmental agency | 1.4 |
| 01/21/2021 | 38032 | 2021-000055 | 11:43 | | JEWFISH AVE / 103 MM OC | | Assist police or other governmental agency | 1.0 |
| 01/27/2021 | 38032 | 2021-000076 | 09:18 | | US1 | | Assist police or other governmental agency | 0.5 |
| 01/23/2021 | 38032 | 2021-000067 | 18:33 | 100 | POINT PLEASANT DR | | Unauthorized burning | 0.4 |
| 01/14/2021 | 38032 | 2021-000037 | 12:55 | | REEF ROAD 106 MM | | Cover assignment, standby, moveup | 1.3 |

| Date | FDID | Incident# | Alarm | ### | Address | Suite | Type | Lgth |
|------------|-------|-------------|-------|------|-----------------------|-------|--|------|
| 01/04/2021 | 38032 | 2021-000009 | 14:23 | 78 | LEGRAND DR | | Dispatched & canceled en route | 0.1 |
| 01/12/2021 | 38032 | 2021-000030 | 17:15 | 1323 | CALDER RD | | Dispatched & canceled en route | 0.2 |
| 01/16/2021 | 38032 | 2021-000041 | 11:36 | 38 | BAHAMA AVE | | Dispatched & canceled en route | 0.0 |
| 01/21/2021 | 38032 | 2021-000057 | 23:38 | 9910 | OVERSEAS HWY | | Dispatched & canceled en route | 0.8 |
| 01/22/2021 | 38032 | 2021-000058 | 12:52 | 1004 | OVERSEAS HWY | | Dispatched & canceled en route | 0.0 |
| 01/22/2021 | 38032 | 2021-000061 | 18:29 | 389 | LAGUNA AVE | | Dispatched & canceled en route | 0.0 |
| 01/23/2021 | 38032 | 2021-000066 | 17:29 | | 103MM US1 | | Dispatched & canceled en route | 0.1 |
| 01/23/2021 | 38032 | 2021-000068 | 23:29 | 1079 | OVERSEAS HWY | 302 | Dispatched & canceled en route | 0.0 |
| 01/28/2021 | 38032 | 2021-000081 | 14:48 | | US1 | SB | Dispatched & canceled en route | 0.1 |
| 01/29/2021 | 38032 | 2021-000082 | 10:03 | 1203 | MOCKINGBIRD RD | | Dispatched & canceled en route | 0.0 |
| 01/09/2021 | 38032 | 2021-000027 | 19:22 | 9950 | OVERSEAS HWY | | Wrong location | 0.0 |
| 01/02/2021 | 38032 | 2021-000005 | 19:59 | 23 | LAKE SHORE DR | | False alarm or false call, other | 0.5 |
| 01/06/2021 | 38032 | 2021-000017 | 14:34 | 1004 | OVERSEAS HWY | | False alarm or false call, other | 0.1 |
| 01/09/2021 | 38032 | 2021-000025 | 07:34 | 33 | OAKWOOD AVE | | False alarm or false call, other | 0.1 |
| 01/19/2021 | 38032 | 2021-000049 | 10:34 | 1014 | OVERSEAS HWY | | False alarm or false call, other | 0.6 |
| 01/30/2021 | 38032 | 2021-000083 | 05:06 | 1003 | OVERSEAS HWY | | Smoke detector activation due to malfunction | 0.8 |
| 01/30/2021 | 38032 | 2021-000084 | 05:58 | 1003 | OVERSEAS HWY | | Smoke detector activation due to malfunction | 0.0 |
| 01/01/2021 | 38032 | 2021-000002 | 17:42 | 220 | REEF DR / 106.5 MM OC | | Smoke detector activation, no fire - unintentional | 0.0 |
| 01/11/2021 | 38032 | 2021-000028 | 15:31 | 9969 | OVERSEAS HWY | | Detector activation, no fire - unintentional | 0.1 |
| 01/20/2021 | 38032 | 2021-000052 | 05:46 | 1003 | OVERSEAS HWY | | Detector activation, no fire - unintentional | 0.5 |
| 01/17/2021 | 38032 | 2021-000043 | 08:41 | 1303 | ALMAY ST | | Alarm system activation, no fire - unintentional | 0.1 |
| 01/31/2021 | 38032 | 2021-000088 | 20:24 | 1079 | OVERSEAS HWY | | Alarm system activation, no fire - unintentional | 0.0 |
| 01/03/2021 | 38032 | 2021-000007 | 16:57 | 9967 | OVERSEAS HWY | | | 0.0 |
| 01/05/2021 | 38032 | 2021-000015 | 22:46 | 127 | 1 RD | | | 0.0 |
| 01/07/2021 | 38032 | 2021-000021 | 13:32 | | REEF ROAD 106 MM | | | 0.0 |
| 01/07/2021 | 38032 | 2021-000022 | 17:25 | 13 | BONITA AVE | | | 0.0 |
| 01/24/2021 | 38032 | 2021-000070 | 09:45 | 835 | LARGO RD | | | 0.6 |

Total Number of Incidents: 86
Total Length of Incidents: 51.5 Hours

Manpower Analysis by Incident

Key Largo Fire Department

Date Range: From 02/01/2021 to 02/28/2021

Fixed Property:

Company: All Companies

| Incident Type | Incident Count | Number Attended | Average Attended | Total Length (hrs) | Average Length (hrs) | Average Man Hours | Total Man Hours |
|--|----------------|-----------------|------------------|--------------------|----------------------|-------------------|-----------------|
| 111-Building fire | 1 | 8 | 8.00 | 3.78 | 3.78 | 30.24 | 30.24 |
| 131-Passenger vehicle fire | 1 | 3 | 3.00 | 0.48 | 0.48 | 1.44 | 1.44 |
| 150-Outside rubbish fire, other | 1 | 4 | 4.00 | 0.17 | 0.17 | 0.68 | 0.68 |
| 170-Cultivated vegetation, crop fire, other | 1 | 5 | 5.00 | 0.33 | 0.33 | 1.65 | 1.65 |
| 311-Medical assist, assist EMS crew | 9 | 32 | 3.56 | 4.73 | 0.53 | 1.91 | 17.23 |
| 321-EMS call, excluding vehicle accident with injury | 8 | 26 | 3.25 | 3.20 | 0.40 | 1.31 | 10.47 |
| 322-Motor vehicle accident with injuries | 7 | 39 | 5.57 | 6.79 | 0.97 | 5.46 | 38.20 |
| 323-Motor vehicle/pedestrian accident (MV Ped) | 1 | 5 | 5.00 | 0.07 | 0.07 | 0.35 | 0.35 |
| 411-Gasoline or other flammable liquid spill | 1 | 6 | 6.00 | 0.40 | 0.40 | 2.40 | 2.40 |
| 445-Arcing, shorted electrical equipment | 1 | 3 | 3.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 500-Service Call, other | 1 | 0 | 0.00 | 0.27 | 0.27 | 0.00 | 0.00 |
| 512-Ring or jewelry removal | 1 | 2 | 2.00 | 0.33 | 0.33 | 0.66 | 0.66 |
| 531-Smoke or odor removal | 1 | 5 | 5.00 | 0.47 | 0.47 | 2.35 | 2.35 |
| 551-Assist police or other governmental agency | 4 | 12 | 3.00 | 1.65 | 0.41 | 1.24 | 4.95 |
| 611-Dispatched & canceled en route | 4 | 12 | 3.00 | 0.07 | 0.02 | 0.05 | 0.21 |
| 733-Smoke detector activation due to malfunction | 1 | 5 | 5.00 | 0.23 | 0.23 | 1.15 | 1.15 |
| 743-Smoke detector activation, no fire - unintentional | 1 | 4 | 4.00 | 0.13 | 0.13 | 0.52 | 0.52 |
| 745-Alarm system activation, no fire - unintentional | 4 | 22 | 5.50 | 2.69 | 0.67 | 3.76 | 15.05 |
| 900-Special type of incident, other | 1 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Blank. Incident Type not Entered | 3 | 0 | 0.00 | 0.00 | 0.00 | | 0.00 |
| Total and Averages for all Incident Types | 52 | 193 | 3.71 | 25.79 | 0.50 | | 127.55 |

NFPA Analysis Report

Key Largo Fire Department

Date Range: From 02/01/2021 to 02/28/2021

Fixed Property:

| FIRE IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) (All in Section A Incident Type 110-129) | Number of | Number of Civilian Fire Casualties. If none, write 0. | | Estimated Property Damage from Fire. If no loss, write 0. |
|--|-----------|---|----------|---|
| | | Deaths | Injuries | |
| 1. Private Dwellings (1 or 2 family), Including mobile homes (FPU 400-419) | 1 | 0 | 0 | \$0 |
| 2. Apartments (3 or more families) FPU 429 or FPU 439) | 0 | 0 | 0 | \$0 |
| 3. Hotels and Motels (FPU 449) | 0 | 0 | 0 | \$0 |
| 4. All other residential (dormitories, boarding houses, tents, etc.) (FPU 459-499) | 0 | 0 | 0 | \$0 |
| 5. TOTAL OTHER RESIDENTIAL FIRES (SHOULD BE SUM OF LINES 1 THROUGH 4) | 1 | 0 | 0 | \$0 |
| 6. Public Assembly (church, restaurant, clubs, etc.) (FPU 100-199) | 0 | 0 | 0 | \$0 |
| 7. Schools and Colleges (FPU 200-299) | 0 | 0 | 0 | \$0 |
| 8. Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.) (FPU 300-399) | 0 | 0 | 0 | \$0 |
| 9. Stores and Offices (FPU 500-599) | 0 | 0 | 0 | \$0 |
| 10. Industry, Utility, Defense, Laboratories, Manufacturing (FPU 600-799) | 0 | 0 | 0 | \$0 |
| 11. Storage in Structures (barns, vehicle storage garages, general storage etc.) (FPU 800-899) | 0 | 0 | 0 | \$0 |
| 12. Other Structures** (outbuildings, bridges, etc.) (FPU 900-999) | 0 | 0 | 0 | \$0 |
| 13. TOTALS FOR STRUCTURE FIRES (SHOULD BE SUM OF LINES 5 THROUGH 12) | 1 | 0 | 0 | \$0 |

| B. OTHER FIRE AND INCIDENTS | | | | |
|---|----|---|---|-----|
| 14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137) | 1 | 0 | 0 | \$0 |
| 14b. Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (IT 130, 133-135, 138) | 0 | 0 | 0 | \$0 |
| 15. Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc. (IT 140, 141, 161, 162, 164, 170-173) | 1 | 0 | 0 | \$0 |
| 16. Fires in Brush, Grass, Wildland (excluding crops and timber) with no value involved. (IT 142-143) | 0 | 0 | 0 | |
| 17. Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved. (IT 150-155) | 0 | 0 | 0 | |
| 18. All Other Fires. (IT 100, 160, 163) | 0 | 0 | 0 | \$0 |
| 19. TOTAL FOR FIRES (SHOULD BE SUM OF LINES 13 THROUGH 18) | 3 | 0 | 0 | \$0 |
| 20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381) | 18 | | | |
| 21. False Alarm Responses (malicious or unintentional false calls, system malfunctions, bomb scares) (IT 700-746) | 6 | | | |
| 22. Mutual Aid or Assistance Responses Given | 11 | | | |
| 23a. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431) | 1 | | | |
| 23b. Other Hazardous Conditions (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400) | 1 | | | |
| 24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911) | 12 | | | |
| 25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24) | 52 | | | |

Based on what is reported in lines 5 and 13 for number of fire above, please report separately:

Confined fires (e.g., cooking fires confined to cooking vessel, or chimney fire that did not spread beyond chimney, or confined trash fires) IIT 113 - 118), and Nonconfined fires (IT 110 - 112, 120 - 123).

| | Number of Confined Fires | Number of Nonconfined Fires |
|-------------------------------------|--------------------------|-----------------------------|
| 5. Residential Fires (line 5 above) | 0 | 1 |
| 13. Structure Fires (line 13 above) | 0 | 1 |








| BREAKDOWN OF FALSE ALARM RESPONSES | |
|---|---|
| 1. Malicious, Mischievous False Call (IT 710-715) | 0 |
| 2. System Malfunction (IT 700-739) | 1 |
| 3. Unintentional (tripping on Interior device accidentally etc.) (IT 740-749) | 5 |
| 4. Other False Alarms (bomb scares, etc.) (IT 721, 700) | 0 |

Alarms by Day of Week

Key Largo Fire Department

Date Range: From 02/01/2021 to 02/28/2021

Fixed Property:

| Day of Week | | Totals |
|-------------|--|--------|
| Sunday |  | 6 |
| Monday |  | 9 |
| Tuesday |  | 7 |
| Wednesday |  | 6 |
| Thursday |  | 5 |
| Friday |  | 9 |
| Saturday |  | 10 |

No Date 0
Total Alarms 52

Incident Run Log

Key Largo Fire Department

Date Range: From 02/01/2021 to 02/28/2021

Fixed Property:

Company: All Companies

Sorted by: Not selected

| Date | FDID | Incident# | Alarm | ### | Address | Suite | Type | Lgth |
|------------|-------|-------------|-------|------|---------------------------|-------|--|------|
| 02/14/2021 | 38032 | 2021-000117 | 12:04 | 38 | ANDROS RD | | Building fire | 3.8 |
| 02/19/2021 | 38032 | 2021-000123 | 22:14 | 96 | OVERSEAS HIGHWAY | SB | Passenger vehicle fire | 0.5 |
| 02/21/2021 | 38032 | 2021-000125 | 21:02 | 36 | BEACH RD (OC PK VILL) | | Outside rubbish fire, other | 0.2 |
| 02/05/2021 | 38032 | 2021-000098 | 20:53 | | TAYLOR DR / 104.8 MM OC | | Cultivated vegetation, crop fire, other | 0.3 |
| 02/06/2021 | 38032 | 2021-000100 | 13:44 | 1026 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.5 |
| 02/09/2021 | 38032 | 2021-000106 | 10:11 | 809 | JADE DR | | Medical assist, assist EMS crew | 0.1 |
| 02/19/2021 | 38032 | 2021-000121 | 11:17 | 9871 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.8 |
| 02/25/2021 | 38032 | 2021-000132 | 05:50 | 4 | BLACKWATER LN NORTH | 114 | Medical assist, assist EMS crew | 0.3 |
| 02/25/2021 | 38032 | 2021-000133 | 15:18 | 129 | LONG KEY RD | | Medical assist, assist EMS crew | 0.7 |
| 02/26/2021 | 38032 | 2021-000134 | 08:54 | 4 | BLACKWATER LN NORTH | 209 | Medical assist, assist EMS crew | 0.3 |
| 02/26/2021 | 38032 | 2021-000135 | 13:29 | 1079 | OVERSEAS HWY | | Medical assist, assist EMS crew | 0.5 |
| 02/26/2021 | 38032 | 2021-000136 | 19:04 | 9745 | OVERSEAS HWY | | Medical assist, assist EMS crew | 1.1 |
| 02/28/2021 | 38032 | 2021-000140 | 18:20 | 25 | CORMORANT DR | | Medical assist, assist EMS crew | 0.5 |
| 02/01/2021 | 38032 | 2021-000089 | 05:00 | 25 | CORMORANT DR | | EMS call, excluding vehicle accident with injury | 0.3 |
| 02/01/2021 | 38032 | 2021-000090 | 17:58 | 1078 | OVERSEAS HWY | | EMS call, excluding vehicle accident with injury | 0.4 |
| 02/01/2021 | 38032 | 2021-000091 | 21:48 | | US1 | | EMS call, excluding vehicle accident with injury | 0.7 |
| 02/08/2021 | 38032 | 2021-000104 | 08:31 | 1079 | OVERSEAS HWY | | EMS call, excluding vehicle accident with injury | 0.2 |
| 02/08/2021 | 38032 | 2021-000105 | 15:34 | 220 | REEF DRIVE | | EMS call, excluding vehicle accident with injury | 0.6 |
| 02/10/2021 | 38032 | 2021-000109 | 14:27 | 1048 | OVERSEAS HWY | | EMS call, excluding vehicle accident with injury | 0.3 |
| 02/20/2021 | 38032 | 2021-000124 | 14:14 | | US1 | | EMS call, excluding vehicle accident with injury | 0.8 |
| 02/27/2021 | 38032 | 2021-000138 | 11:11 | 1039 | OVERSEAS HWY | | EMS call, excluding vehicle accident with injury | 0.0 |
| 02/06/2021 | 38032 | 2021-000101 | 15:00 | | KAY DR / 101.4 MM GU | | Motor vehicle accident with injuries | 0.3 |
| 02/10/2021 | 38032 | 2021-000107 | 09:21 | | ESTHER ST / 104.8 MM OC | | Motor vehicle accident with injuries | 0.3 |
| 02/10/2021 | 38032 | 2021-000110 | 16:53 | | US1 | | Motor vehicle accident with injuries | 0.5 |
| 02/15/2021 | 38032 | 2021-000119 | 09:09 | 1079 | OVERSEAS HWY | | Motor vehicle accident with injuries | 0.9 |
| 02/22/2021 | 38032 | 2021-000128 | 15:59 | | GROUPE TL / 99.5 MM OC | | Motor vehicle accident with injuries | 0.0 |
| 02/23/2021 | 38032 | 2021-000129 | 04:18 | 97 | US1 | | Motor vehicle accident with injuries | 3.9 |
| 02/28/2021 | 38032 | 2021-000139 | 07:05 | 9901 | OVERSEAS HWY | | Motor vehicle accident with injuries | 0.1 |
| 02/22/2021 | 38032 | 2021-000127 | 15:07 | | MICHELLE DR / 101.5 MM OC | | Motor vehicle/pedestrian accident (MV Ped) | 0.1 |
| 02/12/2021 | 38032 | 2021-000113 | 08:08 | 9967 | OVERSEAS HWY | | Gasoline or other flammable liquid spill | 0.4 |
| 02/14/2021 | 38032 | 2021-000118 | 19:58 | | PORT LARGO SUBD / 99.6MM | | Arcing, shorted electrical equipment | 0.4 |
| 02/27/2021 | 38032 | 2021-000137 | 07:29 | | REEF ROAD 106 MM | | Service Call, other | 0.3 |
| 02/02/2021 | 38032 | 2021-000092 | 09:42 | 1 | EAST DRIVE 99MM OC | | Ring or jewelry removal | 0.3 |
| 02/06/2021 | 38032 | 2021-000102 | 18:17 | 41 | FLORIDA DR | | Smoke or odor removal | 0.5 |
| 02/02/2021 | 38032 | 2021-000094 | 12:15 | 9860 | OVERSEAS HWY | | Assist police or other governmental agency | 0.3 |
| 02/03/2021 | 38032 | 2021-000095 | 09:29 | | ROYAL PALM DR / 101 MM GU | SB | Assist police or other governmental agency | 0.3 |
| 02/13/2021 | 38032 | 2021-000114 | 13:25 | | CARD SOUND RD | | Assist police or other governmental agency | 0.1 |
| 02/23/2021 | 38032 | 2021-000130 | 13:13 | 106 | US1 | | Assist police or other governmental agency | 1.0 |
| 02/07/2021 | 38032 | 2021-000103 | 14:00 | 9970 | OVERSEAS HWY | | Dispatched & canceled en route | 0.0 |
| 02/11/2021 | 38032 | 2021-000111 | 10:41 | 802 | TOPAZ AVE | | Dispatched & canceled en route | 0.0 |
| 02/11/2021 | 38032 | 2021-000112 | 11:04 | 9750 | OVERSEAS HWY | 905 | Dispatched & canceled en route | 0.0 |
| 02/13/2021 | 38032 | 2021-000116 | 20:17 | 15 | JUDY PL | | Dispatched & canceled en route | 0.1 |
| 02/06/2021 | 38032 | 2021-000099 | 09:46 | 1078 | OVERSEAS HWY | | Smoke detector activation due to malfunction | 0.2 |
| 02/04/2021 | 38032 | 2021-000096 | 10:00 | 1024 | OVERSEAS HWY | | Smoke detector activation, no fire - unintentional | 0.1 |
| 02/02/2021 | 38032 | 2021-000093 | 19:12 | 843 | LARGO RD | | Alarm system activation, no fire - unintentional | 0.7 |
| 02/05/2021 | 38032 | 2021-000097 | 10:51 | 1078 | OVERSEAS HWY | | Alarm system activation, no fire - unintentional | 0.4 |
| 02/13/2021 | 38032 | 2021-000115 | 18:01 | 228 | ATLANTIC BLVD | | Alarm system activation, no fire - unintentional | 1.4 |
| 02/19/2021 | 38032 | 2021-000122 | 18:36 | 683 | LAKE DR 102.7 GU NORTH | | Alarm system activation, no fire - unintentional | 0.2 |
| 02/16/2021 | 38032 | 2021-000120 | 11:35 | 1 | EAST DRIVE 99MM OC | | Special type of incident, other | 0.0 |
| 02/10/2021 | 38032 | 2021-000108 | 11:01 | 67 | CORAL DR | | | 0.0 |
| 02/22/2021 | 38032 | 2021-000126 | 11:57 | | REEF ROAD 106 MM | | | 0.0 |
| 02/24/2021 | 38032 | 2021-000131 | 17:59 | 1 | EAST DRIVE 99MM OC | | | 0.0 |

Total Number of Incidents: 52

Total Length of Incidents: 25.6 Hours

KEY LARGO FIREFIGHTERS BENEFITS AGREEMENT



Subject: Work Schedule & Benefits Agreement

Effective: TBD

Approved By:

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I. Work Schedule

1. The ~~seven paid~~ **career** full-time shift personnel shall work a typical schedule consisting of 48 hours on-duty and 96 hours off-duty with a modified Kelly day every quarter **year**.
2. ~~The pay rates and benefits shall not exceed what the Key Largo Fire and EMS District have approved.~~
3. Personnel are paid bi-weekly for all of the hours worked in a two-week period (Sunday 7:00am – Sunday 7:00am) in accordance with a **28-day 7-Day** FLSA work period.
4. Overtime is defined as any hours worked over ~~242~~ **40** hours during the ~~28-day~~ **7-Day** work period per FLSA. **A “Grandfather” clause is in place for any employees that were hired prior to October 1st, 2019 in the previous “28-Day” 7(k) schedule. Any employee hired prior to October 1st, 2019 will have four (4) pay rates, Regular Scheduled Time, Regular Scheduled Overtime, Premium Overtime, and Regular Straight Time. These rates are in place so that employees hired prior to October 1st, 2019 will have the same annual salary in the new 7-Day Work Period. The additional overtime rate called “Premium Overtime” is for any hours worked over their regularly schedule hours. Any employees hired after October 1st, 2019 in the new 7-Day Work Period will have two (2) pay rates, Regular Time and Overtime.**
5. All overtime must be approved in advance by the scheduling officer or Chief. **All overtime will be distributed using a call down list organized by the scheduling officer of the department. Once overtime is given to an employee that employee will be moved to the bottom of the list.**
6. All personnel **MUST** clock-in using the fingertip scanner **and/or** password when they start work and end work.
 - a. ~~If someone an employee forgets to clock in or out and their time needs to be entered manually into the computer, the on-duty full-time shift personnel~~ **employee must contact the scheduling officer**

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via written email requesting his or her time clock be corrected. The scheduling officer will validate the request and enter the time.

~~b. If the on-duty full-time shift personnel forgot to clock in or out, the on-coming full-time shift officer will make the entry.~~

c. No employee can manually enter or adjust his or her own time.

II. Vacation Leave

1. The primary intent of vacation leave is to enable each eligible employee to return to work mentally and physically refreshed.
- ~~2. Employees are encouraged to use their vacation time; however, vacation must be taken in full-workday increments.~~
3. Employees who are out on a "leave of absence" do not accumulate vacation time while they are on their leave. Vacations must be scheduled and approved by your supervisor (scheduling officer or Chief) at least 30 days in advance.
4. The rate at which vacation leave is accrued by all full-time employees increases incrementally in accordance with their years of continuous service with the department.
5. The full-time personnel's schedule for vacation rate is as follows:

Years of Service

Leave Allowance Per Fiscal Year

0 – 6 Months
6 Months – 1 Year
1 – 5 Years
6 – 10 Years
11 – 20 Years
21+ Years

0 Hours
112 Hours
160 Hours
208 Hours
256 Hours
304 Hours

6. Vacation hours for the year are awarded on October 1 of each year to coincide with the fiscal year's budget.

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7. Vacation time does not count as "hours worked" for purposes of calculating an employee's entitlement to overtime during the ~~28-day~~ **7-Day** FLSA work period.
8. When an employee leaves to the fire department, they will receive fifty percent (50%) of a pro-rated portion of their vacation time balance. Since vacation time is awarded on October 1, that shall be the starting date and September 30 is the ending date. There are twenty-six (26) two-week pay periods in a year. A mathematical formula will be used to calculate the balance to be paid out based on when the separation date occurs. For example, if a person leaves in the middle of October (one pay period), they will get 0.5/26th of the balance (one pay period). If they leave in the middle of December (5 pay periods), they will get 2.5/26th of the balance (five pay periods). If they leave at the end of September (26 pay periods), they will get 13/26th of the balance, which is the maximum amount.

III. Vacation Rollover Policy

1. Personnel are encouraged to use their vacation time during the year.
2. Fifty percent (50%) of the employees unused vacation time will be paid out at the employee's regular rate of pay on September 30th to coincide with the budget cycle. **The reminder of the employee's hours will be forfeited, and the vacation bank will restart on October 1 of each fiscal year.**

IV. Holiday Pay

1. Each Full-time employee will receive 8 hrs. paid leave on the following days:
 - a. New Year's Day
 - b. Memorial Day
 - c. **Easter**
 - d. Independence Day
 - e. Labor Day
 - f. **Veterans Day**
 - g. Thanksgiving Day
 - h. Christmas Day

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2. Holiday pay does not count as “hours worked” for purposes of calculating an employee’s entitlement to overtime during the week in which the holiday occurs.

V. Bereavement/Emergency leave

1. Bereavement leave will be granted to employee in the event of a death of an immediate family member for a period up to 48 hours.

2. Immediate family includes only the following:

- a. Spouse
- b. Children
- c. Stepchildren
- d. Mother or father
- e. Stepmother or stepfather
- f. Sister or brother
- g. Stepsister or stepbrother
- h. Grandmother or grandfather
- i. Grandchildren
- j. Registered domestic partner *
- k. Child of a registered domestic partner
- l. Any person in the general family whose ties would normally be considered immediate family and who is living within the same household (proof may be required).

*Note: A domestic partner of a department is a person whom the employee shares a residence and with whom the employee has established a mutual caring relationship.

- m. The supervisor in authorizing bereavement leave should obtain the following information from the employee:
 - i. Name of deceased
 - ii. Relationship of the deceased to the employee

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- iii. Copy of an obituary, memorial folder, or other documentation confirming the death and the deceased's relationship to the employee.

3. Emergency bereavement leave provides leave with pay in the event of the death of an employee's mother-in-law or father-in-law, or the parents of a registered domestic partner.

*Note: A domestic partner of a department is a person whom the employee shares a residence and with whom the employee has established a mutual caring relationship.

VI. Jury Duty Leave

1. Jury duty leave provides time off with pay for employees to serve on a jury.
2. Employees who are called to serve on jury duty are entitled to this benefit upon presentation of the official notice and a certificate of jury duty attendance from the jury pool supervisor.
3. Employees who are dismissed from jury duty are to report to work and complete their normal shift.
4. Jury duty leave shall not be authorized for:
 - i. Testifying as a witness under subpoena.
 - ii. The principles or litigants in any legal action.
5. Jury duty leave shall be paid without limit.
6. Employees on jury duty leave shall be paid for the number of regularly scheduled work hours for which they participate in jury duty.
7. Employees who are dismissed from jury duty before the end of their regularly scheduled work shift for that day are to report to work and complete their shift.

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8. Employees on afternoon or night shift who participate in a full day of jury duty are not expected to report for work that day.

9. Holidays

- a. Holidays falling during a period of jury duty will be paid as holidays falling on a regular work day when the employee does not work, unless the employee is called in to work on the holiday and does not serve on a jury.

10. Jury Fees

- a. Jury fees shall be retained by the employee.
- b. Overtime will NOT be paid for time served on jury duty.

11. Court witness

- a. Leave provided as time off with pay for employees to serve as witnesses in court.

VII. Leave Without Pay

1. Leave without pay is for authorized time off without pay when no appropriate accrued leave is available.
2. Leave without pay is used for an authorized absence when no appropriate accrued leave is available.
3. Leave without pay is not intended to allow an employee to take time off without pay when appropriate leave is available.
4. Under certain extenuating circumstances, a department administrator may formally approve, on an individual case basis, the use of leave without pay where appropriate leave is available.

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VIII. Military Leave

1. An employee granted an extended military leave of absence may elect to be paid for any available annual leave, holiday leave or compensatory time on the last pay period before the leave of absence.
2. The employee may continue any group insurance coverage for up to one year by paying the employee contribution, if any, and the department will continue to pay the department contribution.

IX. On the Job Injury

1. Any employee who is disabled in the course of his/her tour of duty with the Key Largo Fire Department, which disability would be compensated under the Worker's Compensation Statutes shall be compensated under the Worker's Compensation provisions, as set forth in F. S. Chapter 440, as amended.
2. An employee, as covered under this agreement, shall be paid his/her full salary during the first average Firefighter work week during his/her absence as a result of the work-related injury, to include the time lost on the date or shift during which the injury occurred.
3. If an employee is unable to return to work after the first week, the Department will supplement the employee's Worker Compensation benefits so that the employee shall receive a total of eighty-five percent (85%) of his/her gross hourly rate of pay until such a time as the employee returns to work (either full duty or light duty, if applicable), terminates, or retires, whichever occurs first. The Worker's Compensation benefit shall be paid directly to the employee, in accordance with applicable law. The remaining portion shall be paid by the Department to the employee in compliance with applicable law. Accrued leave may not be used during the period while the supplement equal to eighty-five percent (85%) of the employee's gross hourly rate of pay is being paid to the employee.

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4. Whenever an employee is injured on the job and is on disability leave and becomes physically able to perform some useful light duty work for the Department, he/she may be required to do so as a condition to receiving the benefits specified in this Article. Light duty, if applicable, work shall be consistent with the employee's medical limitations and will first be sought within the Department. If it is not available in the Department, it may be provided in any other Department. All employees assigned to light duty shall normally work five (5) – eight-hour days. All outside employment by employees receiving Worker's Compensation benefits shall require approval by the Fire Chief.
5. A member, during their duty period, who presents with chest pain or chest discomfort, possible cardiac issues, respiratory issues, or in the opinion of a treating paramedic has any other potentially serious medical emergency, will have their carbon monoxide levels assessed in the field, and recorded, as soon into the treatment as practicable, in addition to any other assessment and treatment as defined in local medical/trauma protocols, procedures and standard of care. In the event the member is no longer on duty, AND has responded to an emergency incident within the prior 24-hour period, the member is authorized and encouraged to have their carbon monoxide levels assessed in the field, or at the treatment facility, as soon into the treatment as practicable, in addition to any other assessment and treatment as defined in local medical/trauma protocols, procedures and standard of care.

X. Health & Medical Coverage Program

1. The Department shall provide group health insurance to its regular full-time employees up to Five Hundred Seventy-Five Dollars (\$575.00) per employee, covered by this Agreement, subject to the following conditions:
 - a. The Department may establish, change, supplement and implement the Department health insurance program, including but not limited to changes in the Company, benefits, and all costs related thereto. The only exception to the foregoing sentence is that if the Department exercises its right to implement any such changes, it will provide reasonable notice and discuss with the Career Firefighters the explanation of changes and reasons, therefore. The Department agrees that it will continue as in the past to include the Career

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Firefighters in the selection process for any insurance coverage contemplated by this Article.


2. Retirees may continue to participate under the medical insurance program provided by the Department, subject to Department requirements including paying the full insurance premiums for medical insurance coverage.
3. In the event a member is killed in the line of duty or suffers a catastrophic injury as defined in F.S. 440.02 (2002), the Department will compensate the member and/or the surviving spouse and dependent children in accordance with F.S. 112.191.

XI. Department 401(k) Retirement Program

1. The Department offers a competitive 401(k) program with a matching percentage of 100% up to 8% of an employee's annual salary. All 401(k) deductions must be made from an employee's biweekly paycheck.
2. Additional information can be found in the KLVFD 401(k) Plan Highlights which you will find in the employee handbook.

XII. Promotional Percentage Increases Per Certification or Position

- | | |
|---|-----|
| 1. Driver Engineer Base Pay Increase | 4% |
| 2. Lieutenant Promotion Base Pay Increase | 10% |
| 3. Captain Promotion Base Pay Increase | 10% |

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XIII. Department Step Plan

1. The Departments Step Plan will coincide with each fiscal year's budget and is dependent on funding from the Key Largo Fire Rescue & Emergency Services District.

| <u>Step</u> | <u>Dollar Value</u> |
|-------------|---------------------|
| Year 1 | .50 |
| Year 2 | .75 |
| Year 3 | .75 |
| Year 4 | 1.00 |
| Year 5 | 1.00 |
| Year 6 | 1.00 |
| Year 7 | 1.00 |
| Year 8 | 1.00 |
| Year 9 | 1.00 |
| Year 10 | 1.00 |

Key Largo Fire Department Loss/Gain Summary 2020 (as of 3/5/21)

***Between 2013-2021**

-We have lost 146 members

-This is an average of approx. 18 members a year

***Between 2016-2021**

-We have lost 88 members

- We have lost 34 members that had more than 2 years of experience

-We have lost 18 driver/engineers

-We have lost 7 paid employees

***In 2021 (as of 3/5/21)**

-We have lost 2 members

-We currently have 34 active members on our roster

-17 of our members have an experience level of 2 years or less

**out of those 17, 12 members have 1 year or less of experience*

-We have 15 drivers

*11 drivers are paid staff

*2 drivers are home shifters

*1 driver is volunteer

-We have lost 24 members to Monroe county Fire in the last 5 years

-We have lost 3 Paid staff to Monroe County in the last 4 years

-We have lost 12 paid staff total, in the past 7 years

*Between 2016-2017 38 members were brought in

*Between 2016-2017, 43 members left

*Between 2018-2019, 24 members were brought in

*Between 2018-2019, 25 members have left

*Between 2019-2020, 16 members were brought in

*Between 2019-2020, 26 members have left

*Between 2020-2021, 14 members were brought in

Between 2020-2021, 20 members have left

* In 2021, 2 members have left

2013-2021

Years of Exp/members lost

1 or Less-89

2-18

3-8

4-8

5-3

6-5

7-6

8-2

9-5

10-0

10+-9

| Member Name | Years On | Date Hired | Date Left | Title | Reason for Leaving | Hired 2013-2020 | Left 2013-2015 | Left 2016 |
|-------------------|----------|------------|------------|-------------------------------|---------------------------------|-----------------|----------------|-----------|
| Enrique Abilleira | 3.3 | 5/13/2017 | | Fire/medic | | Yes | | |
| Christian Acosta | 1 | 1/16/2016 | 2/21/2017 | FF/medic | n/a | Yes | | |
| Javier Aguiar | 0.4 | 2/6/2017 | n/a | Probationary FF | n/a | Yes | | |
| Alex Aladro | 1.5 | 7/25/2015 | 10/6/2016 | FF | Hired with Coral Gables Fire | Yes | | X |
| Alex Alanzo | 1.9 | 11/1/2018 | 8/18/2020 | FF/medic | Hired with Miami Dade County | Yes | | |
| Chris Albequerque | 1.5 | 11/19/2016 | 5/21/2018 | FF/emt | Hired with Miami Dade County | Yes | | |
| Renzo Alvarez | 0.8 | 10/1/2019 | 6/10/2020 | Probationary FF | Hired with Orange County | Yes | | |
| Jaime Arana | 3.5 | 1/16/2016 | | Driver/Engineer/Medic Paid | | Yes | | |
| Steve Arkin | 2 | 10/13/2013 | 11/24/2015 | FF | Hired with Ocean Reef | Yes | X | |
| Arturo Aulet | 4 | 8/5/2010 | 10/17/2014 | FF/medic | Hired with Monroe County | No | X | |
| Aaron Ayala | 0.1 | 1/4/2015 | 2/20/2015 | Probationary FF | n/a | Yes | X | |
| Michael Baez | 3 | 11/19/2016 | | FF/medic | | Yes | | |
| Daniel Banegas | 2 | 1/26/2017 | 4/1/2019 | FF/emt | Hired with Monroe County | Yes | | |
| Edwin Barnes | 9 | 1/1/2008 | 2/17/2017 | FF/medic | Hired with Hialeah | No | | |
| Robert Barnes | 7 | 4/23/2008 | 9/9/2014 | FF/medic | Hired with Palm Beach County | No | X | |
| Ray Barnett | 4 | 1/2/2009 | 4/5/2013 | Lieutenant/vol | Hired with Baptist Hospital | No | X | |
| Ike Beal | 32 | 9/1/1981 | 2/9/2013 | Deputy Chief/Safety Officer | n/a | No | X | |
| Alex Belgiovine | 0.1 | 8/1/2020 | | Probationary FF | | Yes | | |
| Pedro Berges | 0.1 | 9/1/2020 | | Probationary FF | | Yes | | |
| Juan Berrios | 0.9 | 5/13/2017 | 3/2/2018 | FF/Medic | Hired with Indian River | Yes | | |
| Michel Blanco | 2.3 | 5/5/2018 | 8/18/2020 | FF/medic | Hired with Miami Dade County | Yes | | |
| Natalia Blanco | 2.5 | 11/19/2016 | 7/9/2019 | FF/Medic/DE/Paid Employee | Hire With Oakland Park | Yes | | |
| Rudy Blanco | 3 | 11/18/2011 | 7/30/2014 | FF/medic | Hired with City of Miami | No | X | |
| Eduardo Blandino | 1 | 10/1/2019 | 11/6/2020 | Probationary FF | Hired with City of Jacksonville | Yes | | |
| Rob Blesser | 17 | 9/1/1998 | 4/10/2017 | Capt/WET Team | n/a | No | | |
| Shelby Bosserman | 1.5 | 3/13/2017 | 8/14/2018 | FF/emt | Hired with Monroe County | Yes | | |
| Chris Blind | 2.5 | 1/16/2016 | 5/1/2018 | FF/emt/DE | Hired with Immokalee | Yes | | |
| Andy Bohl | 9 | 10/9/2008 | | Driver/Engineer | | No | | |
| Chris Brito | 0.5 | 10/1/2012 | 4/26/2013 | Probationary FF | n/a | Yes | X | |
| Geoff Bruder | 1 | 1/16/2016 | 10/19/2016 | FF/medic | Hired with Naples | Yes | | X |
| Alex Buitrago | 0 | 11/7/2013 | 11/8/2013 | Probationary FF | n/a | Yes | X | |
| Jose Cabanas | 0 | 11/19/2016 | n/a | Probationary FF | n/a | Yes | | X |
| Michael Cabrera | 3 | 7/25/2015 | | FF | n/a | Yes | | |
| Miguel Cabrera | 1 | 1/4/2015 | 4/10/2016 | FF/medic | Hired with Coral Gables Fire | Yes | | X |
| Ralph Calante | 9 | 12/18/2008 | 6/21/2017 | Driver/Engineer/Paid Employee | Hired with Monroe County | No | | |
| Cris Calero | 0 | 1/4/2015 | 3/20/2015 | FF | Vol. with dept. closer to home | Yes | X | |
| Jorge Campos | 2 | 10/11/2013 | 8/14/2015 | FF/medic | Hired with Miami Dade County | Yes | X | |
| Justin Caride | 1 | 3/20/2014 | 3/9/2015 | FF | Hired with Miami Beach Fire | Yes | X | |
| Andre Castro | 1.9 | 11/1/2018 | 10/13/2020 | FF/medic | Hired with Monroe County | Yes | | |
| Joseph Cid | 0.7 | 5/5/2018 | 12/12/2018 | FF/medic | Hired with Port Charolette | Yes | | |
| Yusniel Collado | 0 | 10/1/2019 | 12/19/2019 | Probationary FF | Personal Reasons | Yes | | |
| Frank Conklin | 16 | 10/1/1997 | 5/27/2013 | Driver/Engineer | n/a | No | X | |

| | | | | | | | | |
|---------------------|------|------------|------------|---------------------------|--------------------------------|-----|---|---|
| Don Conord | 18 | 11/1/1999 | | Driver/Engineer | | No | | |
| Marc Cuesta | 7 | 8/27/2008 | 8/18/2015 | Lieutenant/Paid Employee | Hired with Miami Dade County | No | X | |
| Fabio De Las Cuevas | 3.3 | 5/13/2017 | | FF/medic | | Yes | | |
| Liosdan Diaz | 0.6 | 3/3/2018 | | FF/medic | Hired with Lauderhill | Yes | | |
| Aaron Douglas | 2 | 2/26/2011 | 10/21/2013 | FF/medic | Hired with Collier County Fire | No | X | |
| Yesenia Duenes | 0.4 | 2/14/2017 | 6/14/2017 | FF/emt | Hired with Miami Dade County | Yes | | |
| Katie Downey | 0 | 11/19/2016 | n/a | FF/medic | Hired with Collier County Fire | Yes | | X |
| Julian Elliot | 0 | 9/18/2014 | 11/26/2014 | FF | n/a | Yes | X | |
| Jonathon Espin | 0 | 1/4/2015 | 4/1/2015 | FF/medic | Hired with City of Miami | Yes | X | |
| Andres Espinoza | 1 | 7/25/2015 | 10/28/2016 | FF/medic | Hired with Coral Gables Fire | Yes | | X |
| Louie Fajardo | 0.7 | 3/21/2015 | 10/12/2015 | FF/emt | Hired with Coral Gables Fire | Yes | X | |
| Anthony Fernandez | 0 | 7/25/2015 | 12/18/2015 | Probationary FF | n/a | Yes | | X |
| Gabriel Fernandez | 0.5 | 10/24/2013 | 6/21/2014 | FF/medic | Hired with Monroe County | Yes | X | |
| Pedro Fernandez | 0.1 | 9/1/2020 | | Probationary FF | | Yes | | |
| Luciano Franco | 0 | 10/4/2013 | 12/14/2013 | Probationary FF | n/a | Yes | X | |
| Eric Fundora | 7 | 12/27/2007 | 7/19/2014 | Lieutenant/Paid Employee | Hired with Monroe County | No | X | |
| Tyler Galloway | 0.1 | 5/13/2017 | 7/5/2017 | Probationary FF | Hired with City of Ocala | Yes | | |
| Brad Galvin | 4.9 | 11/19/2016 | | FF | | Yes | | |
| Alex Garcia | 1 | 2/4/2013 | 2/19/2014 | FF/medic | Hired with City of Miami | Yes | X | |
| Carlos Garcia | 4 | 7/29/2010 | 1/29/2014 | FF | Hired with Port of Miami | No | X | |
| Fernando Garcia | 11 | 6/16/2006 | | Driver/Engineer Paid | | No | | |
| Juan Garcia | 0 | 3/17/2014 | 11/20/2014 | FF/medic | Hired with Monroe County | Yes | X | |
| Nelson Garcia | 7 | 2/12/2009 | 4/10/2016 | Driver/Engineer Paid | Hired with City of Miami | No | | X |
| Randy Garcia | 2 | 11/1/2018 | 10/3/2020 | FF/medic | Hired with Palm Beach County | Yes | | |
| Sergio T.Garcia | 9 | 4/1/2008 | | Capt/Paid | | No | | |
| Sergio Garcia | 38 | 1/1/1975 | 1/1/2013 | Chief | n/a | No | X | |
| Dylan Garmen | 0.1 | 5/13/2017 | 9/1/2017 | Probationary FF | Hired with Miami Dade county | Yes | | |
| David Garrido | 14 | 3/7/2004 | | Captain/Paid | | No | | |
| Daniel Gaytan | 2 | 3/1/2014 | 7/25/2016 | FF/medic | Hired with St. Augustine | Yes | | X |
| Markus Golling | 10.5 | 1/1/2010 | 7/11/2020 | Driver/Engineer Paid | Resigned from the Dept | No | | |
| Juan Gomez | 3.3 | 5/13/2017 | | FF/medic | | Yes | | |
| Andres Gonzalez | 0.8 | 5/13/2017 | 1/22/2018 | FF/medic | Hired w n/a | Yes | | |
| Arley Gonzalez | 6 | 1/27/2014 | 3/22/2020 | FF/medic | Resigned from the Dept | Yes | | |
| Bryan Gonzalez | 0.1 | 8/1/2020 | | Probationary FF | | Yes | | |
| Lazaro Gonzalez | 2.3 | 5/5/2018 | | FF | | Yes | | |
| Luis Gonzalez | 4.5 | 8/1/2012 | 11/23/2016 | FF/emt | Hired with Monroe County | Yes | | |
| Marcos Gonzalez | 2.3 | 5/5/2018 | | FF/Medic/DE/Paid Employee | | Yes | | |
| Michael Gonzalez | 3 | 10/7/2013 | 5/30/2016 | FF/medic | Hired with City of Miami | Yes | | X |
| James Griffeth | 20 | 1/1/1995 | | Battalion Chief | n/a | No | X | |
| Rey Gutierrez | 9 | 11/13/2008 | 2/28/2017 | FF/Driver Engineer/medic | Hired with Palm Beach County | No | | |
| Joseph Hanna | 3 | 11/4/2012 | 1/27/2015 | FF/emt | Hired with Collier County Fire | No | X | |
| Carlos Hechavarria | 1 | 7/25/2015 | 6/2/2016 | FF/medic | Hired with City of Miami | Yes | | X |
| John Herman | n/a | n/a | 3/9/2014 | FF/emt | n/a | No | X | |

| | | | | | | | | |
|---------------------|------|------------|------------|----------------------------|--------------------------------|-----|---|---|
| Juangel Hernandez | 1.2 | 11/1/2018 | 2/21/2020 | FF/medic | Hired with Orange County | Yes | | |
| Gehovany Herrera | 0.5 | 10/5/2013 | 2/9/2014 | Probationary FF | n/a | Yes | X | |
| Joel Herrera | 0 | 1/4/2015 | 4/28/2015 | Probationary FF | n/a | Yes | X | |
| Brian Horne | 0.9 | 1/16/2016 | 9/12/2016 | FF/medic | Hired with Miami Dade County | Yes | | X |
| Candice Hubbs | 1.5 | 1/20/2017 | 5/26/2018 | Fire/medic | Hired with Monroe County | Yes | | |
| Jesse Hubman | 8 | 1/13/2005 | 4/17/2013 | Driver/Engineer Paid | Hired with Monroe County | No | X | |
| Sam Huttig | 2.3 | 5/5/2018 | | FF | | Yes | | |
| Mario Izquierdo | 1.5 | 5/13/2017 | 1/21/2019 | FF/medic | Hired with Coral Gables Fire | Yes | | |
| Ryan Jedlinski | 0.5 | 11/19/2016 | 6/14/2017 | FF/medic | Hired with Coral Gables Fire | Yes | | |
| Mike Jenkins | 14 | 9/6/2001 | 1/9/2015 | Driver/Engineer | Not Medically cleared | No | X | |
| Chris Jones | 11.5 | 12/28/2006 | | Lieutenant/Paid Employee | | No | | |
| Phil Jones | 7 | 11/6/2006 | 9/13/2013 | Lieutenant/Paid Employee | Hired with Palm Beach County | No | X | |
| Sean Kenney | 1 | 7/25/2015 | 9/8/2016 | FF/medic | Hired with Monroe County | Yes | | X |
| Brandon King | 0.1 | 7/19/2016 | 8/10/2016 | Probationary FF | n/a | Yes | | X |
| Joseph Kinnebrew | 0 | 3/15/2014 | n/a | Probationary FF | n/a | Yes | X | |
| Jeremiah Lamm | 2 | 11/8/2012 | 7/26/2014 | FF/medic | Hired | No | X | |
| Carlos Leon | 3.3 | 5/13/2017 | | FF/medic | | Yes | | |
| Andrew Levy | 0.1 | 8/1/2020 | | Probationary FF | Hired with Oakland Park | Yes | | |
| William Livesay | 0 | 1/4/2013 | 7/25/2013 | FF | n/a | Yes | X | |
| Jonathan Llerena | 4 | 9/5/2012 | 4/10/2016 | FF/medic | Hired with City of Miami | No | | X |
| Casey Lopez | 5 | 9/20/2011 | 4/16/2016 | Driver/Engineer/Medic Paid | Hired with Palm Beach County | No | | X |
| Jadium Lopez | 0.5 | 10/4/2014 | 2/15/2015 | Probationary FF | n/a | Yes | X | |
| Jason Lopez | 9 | 11/13/2008 | 6/23/2018 | Driver/Engineer/medic | Hired with City of Miami | No | | |
| Nick Lopez | 1 | 1/4/2015 | 12/27/2016 | FF/medic | Hired with Margate | Yes | | X |
| Brian Lozano | 1.5 | 1/4/2015 | 7/21/2016 | FF/medic | Hired with Marion County | Yes | | X |
| Chris Lozano | 0.9 | 10/1/2019 | 7/31/2020 | Probationary FF | Hired with Key Biscayne | Yes | | |
| Roy Machin | 2 | 2/24/2011 | 7/17/2013 | FF/medic | Hired with Ft. Lauderdale Fire | No | X | |
| Jagger Maguire | 0.7 | 3/21/2015 | 10/22/2015 | FF/medic | Hired with Ocala | Yes | X | |
| Jardines Maiskisley | 0.1 | 1/26/2017 | n/a | Probationary FF | n/a | Yes | | |
| Pedro Marin | 11.5 | 8/1/2005 | 6/14/2017 | FF/Medic | Hired with Ocean Reef | No | | |
| Melvin Marte | 1 | 2/14/2013 | 3/27/2014 | FF/medic | Hired with City of Miami | Yes | X | |
| Ivan Martin | 3 | 10/12/2013 | 9/5/2016 | FF/Driver Engineer/medic | Hired with Hollywood | Yes | | X |
| Anthony Martinez | 0 | 10/4/2013 | 11/15/2013 | Probationary FF | n/a | Yes | X | |
| Michael Martinez | 2 | 9/18/2014 | 10/27/2016 | FF/medic | Hired with Ft. Lauderdale Fire | Yes | | X |
| Michael McCullom | 0.3 | 1/16/2016 | 3/2/2016 | Probationary FF | n/a | Yes | | X |
| Joseph Milanes | 0.1 | 9/1/2020 | | Probationary FF | | Yes | | |
| George Mirabella | 11 | 11/1/2004 | n/a | FF/emt | | No | X | |
| Jesus Miranda | 2.5 | 5/5/2018 | 10/13/2020 | FF/medic | Hired with Monroe County | Yes | | |
| Andres Melguizo | 0 | Nov-13 | 1/14/2014 | Probationary FF | n/a | Yes | X | |
| Thomas Mirabella | 4.5 | 3/16/2014 | 11/5/2018 | FF/Driver Engineer | Hired with Monroe County | Yes | | |
| Brian Montero | 0.5 | 10/27/2013 | 4/30/2014 | FF/medic | n/a | Yes | X | |
| Leo Moreno | 9 | 4/1/2008 | | FF/emt | Injured on the Job | No | | |
| Jason Mumper | 5 | 9/1/2012 | | Driver/Engineer | | No | | |

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|---------------------|-----|------------|------------|---------------------------|--------------------------------|-----|---|---|
| Luis Navarro | 5.5 | 2/9/2013 | 5/21/2018 | FF/Driver Engineer/medic | Hired with Miami Dade county | Yes | | |
| Eric Neitzer | 8 | 5/25/2009 | 6/10/2018 | Driver/Engineer | Resigned from the Dept | No | | |
| Sean Ojeda | 1 | 3/22/2014 | 2/26/2015 | FF/medic | Hired with Monroe County | Yes | X | |
| Roly Orihuela | 2.5 | 3/3/2018 | 8/18/2020 | FF/medic | Hired with Miami Dade County | Yes | | |
| Brian Ozuna | 3 | 3/21/2015 | 6/1/2018 | FF/emt | | Yes | | |
| Jonathan Paz | 4 | 2/24/2011 | 11/19/2015 | Driver/Engineer Paid | Hired with Miami Dade County | No | X | |
| Nicholas Perera | 1.5 | 5/5/2018 | 1/22/2020 | FF | Hired with Monroe County | Yes | | |
| Daneil Perez | 3 | 3/3/2018 | 3/5/2021 | FF/medic | Hired with Pembroke Pines | Yes | | |
| Oswaldo Pineda | 3 | 7/25/2015 | 8/11/2019 | FF/Medic/DE/Paid Employee | Hire with Palm Beach County | Yes | | |
| Carlos Prol | 1.5 | 5/5/2018 | 2/21/2020 | FF/emt | Hired with Miami Dade County | Yes | | |
| Richy Pruna | 0.5 | 5/13/2017 | 1/8/2018 | FF/medic | Hired with BSO | Yes | | |
| Mario Quijada | 1 | 1/24/2015 | 10/28/2016 | FF/medic | Hired with Monroe County | Yes | | X |
| Justin Quiros | 1.5 | 7/25/2015 | 1/18/2017 | FF/medic | Hired with Town of Palm Beach | Yes | | |
| Luigi Reategui | 5 | 10/12/2013 | 1/8/2018 | FF/medic | Hired with Monroe County | Yes | | |
| Anthony Recino | 0.7 | 8/1/2020 | 3/5/2021 | Probationary FF | n/a | Yes | | |
| Miles Rico | 0 | 4/1/2015 | n/a | Probationary FF | n/a | Yes | X | |
| Chris Rivera | 2.3 | 5/5/2018 | 8/18/2020 | FF/medic | Hired with Miami Dade County | Yes | | |
| Jacob Rivero | 1 | 1/16/2016 | 3/14/2017 | FF/medic | Hired with Clearwater | Yes | | |
| Adriana Rodriguez | 1 | 1/4/2015 | 12/30/2015 | FF/medic | Hired with Town of Palm Beach | Yes | | X |
| Jorge Rodriguez | 0.4 | 2/28/2017 | 6/15/2017 | Probationary FF | N/a | Yes | | |
| Ish Roig | 1 | 1/10/2013 | 6/20/2014 | FF/emt | Hired with Coral Gables Fire | Yes | X | |
| Michael Romero | 2 | 3/21/2015 | 1/23/2017 | FF/medic | Hired with Ft. Lauderdale Fire | Yes | | |
| Michael Samuels | 2.6 | 2/14/2017 | | Fire/medic | | Yes | | |
| Anthony Sanchez | 0 | 3/22/2014 | 7/25/2014 | FF/medic | n/a | Yes | X | |
| Isabella Sanchez | 0.6 | 5/5/2018 | 11/11/2018 | FF/medic | Hired with Marathon Fire | Yes | | |
| Mia Sanchez | 1 | 1/16/2016 | 3/12/2017 | FF/medic | Hired with Miami Dade County | Yes | | |
| Sebastian Sanchez | 2.3 | 5/5/2018 | | FF | | Yes | | |
| Sergio Sanchez | 1 | 1/16/2016 | 2/22/2017 | FF/medic | n/a | Yes | | |
| Jared Sanda | 1.5 | 11/1/2018 | 1/22/2020 | FF | Hired with Monroe County | Yes | | |
| Gerald Santiesteban | 2.5 | 7/19/2016 | 2/4/2019 | FF/medic | n/a | Yes | | |
| Seth Sarmento | 0.1 | 8/1/2020 | | Probationary FF | | Yes | | |
| Juan Senabre | 0.1 | 9/1/2020 | | Probationary FF | | Yes | | |
| Michael Servin | 0.5 | 11/1/2018 | 4/18/2019 | FF | Hired with Monroe County | Yes | | |
| Edward Sierra | 1.5 | 10/14/2013 | 3/28/2015 | FF/medic | Hired with City of Miami | Yes | X | |
| Joel Sierra | 0.5 | 7/19/2016 | n/a | FF | Hired with BSO | Yes | | |
| Nick Sierra | 2 | 7/25/2015 | 6/14/2017 | FF/medic | Hire with Coral Gables Fire | Yes | | |
| Charles Sommers | 6 | 2/12/2009 | 4/1/2014 | Driver/Engineer | Hired with Monroe County | No | X | |
| Armando Soutullo | 6 | 11/1/2006 | 9/24/2013 | Lieutenant | Hired with Palm Beach County | No | X | |
| Adrian Suarez | 6 | 2/1/2009 | 4/1/2015 | Driver/Engineer | Hired with City of Miami | No | X | |
| Damian Suarez | 1.5 | 7/25/2015 | 11/29/2016 | FF/medic | Hired with Monroe County | Yes | | X |
| Scott Thompson | 7 | 8/3/2006 | 3/23/2013 | FF | n/a | No | X | |
| Melissa Torres | 1 | 11/19/2016 | 1/8/2017 | FF/medic | Hired with BSO | Yes | | |
| Aldo Trujilio | 1 | 1/3/2013 | 12/13/2014 | FF/medic | Hired with Monroe County | Yes | X | |

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|-----------------|-----|-----------|-----------|-----------------|------------------------------|-----|---|---|
| Curtis Tucker | 5.1 | 7/25/2015 | | Driver/Engineer | | Yes | | |
| Chasity Turner | 1.9 | 11/1/2018 | | FF | | Yes | | |
| Javier Valea | 0 | 3/20/2014 | 6/6/2014 | Probationary FF | Hired with Monroe County | Yes | X | |
| Jesus Valledor | 0.1 | 9/1/2020 | | Probationary FF | | Yes | | |
| Jonathan Varela | 4 | 9/5/2012 | 9/5/2016 | FF/medic | Hired with Miami Beach Fire | No | | X |
| Luis Vazquez | 6 | 8/25/2009 | 8/20/2015 | Driver/Engineer | Hired with Miami Dade County | No | X | |
| William Wagner | 0 | 2/20/2013 | 3/20/2013 | Probationary FF | n/a | Yes | X | |
| Amanda Wilson | 0.1 | 1/26/2017 | 1/26/2017 | Probationary FF | Hired with Marathon Fire | Yes | | |
| Travis Wilson | 6 | 9/18/2014 | | Driver/Engineer | | Yes | | |

WET TEAM

Lad Akins
 Scott Austin
 Bob Bates
 Gloria Bohl
 Steve Campbell
 Colby Cline
 Dan Dawson
 Cindy Donofrio
 Thor Dunmire
 Amy Fowler
 Scott Fowler
 Clint Henry
 Kip Hoover
 Andre Hopman
 Mike Makowski
 Jason Nunn
 Ed Prentice
 Otto Rutten
 Anne Stadler
 Darrell Stadler
 Steve Schalk
 Cheyln Shaw
 Tim Shaw
 Troy Wheatley
 Al Wilson
 Tara Nunn

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