



DISTRICT MEETING AGENDA

August 22, 2022

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

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

1. AGENDA

1a. Call to Order

Chairman Allen called to Order the KLFR&EMS District Meeting at 6:02 PM.

1b. Roll Call

Carol Greco called the roll. The following commissioners were present: Tony Allen, Frank Conklin, Kenny Edge, George Mirabella and Dan Powers. There was a quorum.

Also present in person or via Zoom were Carol Greco, Dirk Smits, Jennifer Johnson, Scott Robinson, David Garrido and Don Bock.

1c. Pledge of Allegiance

Commissioner Edge led the Pledge of Allegiance.

2. APPROVAL OF AGENDA & MINUTES

2a. Approval of August 22, 2022 Agenda

Motion: Commissioner Edge made a motion to approve the August 22, 2022 District Meeting Agenda. Commissioner Powers second, and the Board unanimously passed the motion.



2b. Approval of July 25, 2022 District Meeting Minutes

A discussion was had regarding a revision to the July 25, 2022 District Meeting Minutes under Item 6b. pertaining to the Board's District emails.

Motion: Commissioner Edge made a motion to approve the July 25, 2022 District Meeting Minutes with the requested revision to Item 6b. Commissioner Powers second, and the Board unanimously passed the motion.

2c. Approval of July 25, 2022 Budget Workshop Minutes

Motion: Commissioner Mirabella made a motion to approve the July 25, 2022 Budget Workshop Minutes. Commissioner Conklin second, and the Board unanimously passed the motion.

2d. Approval of July 25, 2022 Strategic Workshop Minutes

Motion: Commissioner Powers made a motion to approve the July 25, 2022 Strategic Workshop Minutes. Commissioner Conklin second, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

None

4. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

6a. Phase 10 Fire Hydrant Project: (Edge)

Commissioner Edge advised the anticipated completion of Phase 10 has been pushed back from the projected August 2022 date.



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

Discussions were had regarding FCAA's plans to update/replace the water mains for the Twin Lakes Distribution System, and the potential placement of 5-7 fire hydrants within the community during this project. This could potentially save the District approximately \$2500 per hydrant. Additional discussions were had regarding the \$150k ILA and the fire hydrant project to include the diesel pump upgrade at Station 24.

6b. Millage Referendum: (Legal)

Legal advised the Board of the translation of the Ballot from English to Spanish for publishing.

Additional discussions were had regarding local public forums to address the Millage increase as it relates to increasing the cap, which will provide for increasing manpower and services to the community. The Board would like to personally fund the purchase of signs to Vote Yes on the millage referendum.

6c. Station 24 Diesel Pump (Garrido)

Capt. Garrido discussed the purchase of a new diesel pump for Station 24; obtaining a second quote for Station 25. A new system is cost effective as the current pumps are older technology and difficult to find parts for repairs. Awaiting direction from the District.

7. NEW BUSINESS

7a. DISCUSSION: Station 24 Lighting for Fire Department Budget (Powers)

A discussion was had regarding the quotes for the replacement for Station 25's apparatus bay and the cost associated with same and to go with the best quote when purchasing.

8. LEGAL REPORT

8a. Results of Bid Selection held on August 15, 2022 at 11:00 AM for RFP 2022-001 (Independent Special Fire Control District Performance Review)

Legal reported that there were no bids provided for review. The Board directed Legal to further look into an Independent Special Fire Control District Performance Review.



Additional discussions were had regarding the property at Station 25 and the State's request to reclaim the protected land adjacent to the station. Legal suggested that a request be made to the DEP for a revision to the lease or a new 50 year lease that would incorporate language addressing the protected land.

9. FINANCE

9a. DISCUSSION: Key Largo Fire Rescue and EMS District FY 2022-2023 Proposed Budget

Jennifer Johnson discussed the District's Proposed Budget for Fiscal Year 2022-2023, which included a 97% collection rate from Ad Valorem Taxes of \$4,582,568 with \$150,000 in ILA and interest income of \$4,800 for a total of \$4,747,368 in revenue. There is an October 2022 Unassigned Fund balance of \$3,056,267 for 2023; \$586,461 for vehicle replacement fund balance, for a total revenue of \$8,380,096.

The District's operating expenditures were at \$383,596; reverse transfers for \$275,000 for a total of \$668,596.

The Fire Department's operating expenditures were at \$2,483,836; Capital Outlay (to fund hydrants and/or diesel fuel pump) \$202,500 for a total of \$2,686,33.

The Ambulance Corp.'s operating expenditures were at \$1,242,436; Capital Outlay \$21,500 for a total of \$1,263,936.

Total Expenditures & Transfers - \$4,618,869

Fund Balance

Unassigned Balance – September 30, 2023 - \$3,174,766

Committed for Future Vehicle Replacement Fund Balance – September 30, 2023 - \$861,461

Total Expenditures and Fund Balances - \$8,380,096

10. AMBULANCE CORPS REPORT

10a. July Statistics

There were 1107 calls; 332 north of the 103.



10b. July Meeting

Scott Robinson reports the Department of Health provided 5 AED's for the community.

11. FIRE DEPARTMENT REPORT

11a. July Statistics

The Department is currently testing volunteers. Discussion was had regarding the status of Jamie who is currently on worker's compensation with an injured finger. He has been rehabilitating and is currently scheduled to return to duty in September. He will also be reevaluated after 6 months to include proficiency retraining.

12. COMMISSIONER ITEMS

Discussion was had regarding the Department's IT needs. Chairman Allen had a conversation with Sue Heim who recommended the Wastewater's vendor, Essential Net Solutions. Commissioner Mirabella will endeavor to obtain information for the next district meeting.

13. NEXT MEETING

13a. KLFREMS District Board Meeting Sept. 12 or September 26

Motion: Commissioner Powers made a motion to **cancel the September 12 and 26 District Meetings, unless required.** Commissioner Edge second, and the Board unanimously passed the motion.

The next meetings will be the September 7, 2022 First Budget Hearing, and September 19, 2022 Final Budget Hearing.

14. ADJOURN

Commissioner Mirabella made a Motion to Adjourn at 7:10 PM, Commissioner Powers second, and the motion was unanimously approved by the Board.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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NEXT MEETINGS

September 7, 2022 First Budget Hearing
September 12, 2022 District Meeting (if required)
September 19, 2022 Final Budget Hearing
September 26, 2022 District Meeting

DOCUMENTS

AI 02b. District Meeting Minutes July 25
AI 02c. Budget Workshop Minutes July 25
AI 02d. Strategic Workshop Minutes July 25
AI 07a. Quotes from Wire Nuts Electric of South Fla, Custom Electric, and Lighting Supply.
AI 09a. Key Largo Fire Rescue and EMS District FY 2022-2023 Proposed Budget
AI 10a. KLVAC Monthly Report
AI 10b. KLVAC Meeting Documents July 2022
AI 11a. KLVFD Monthly Report

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