



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 27, 2023

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=Ylp2b3JYckhIQVpwVkFIMmVKbE1uZz09>

1. AGENDA

- 1a. *Call to Order***
- 1b. *Pledge of Allegiance***
- 1c. *Roll Call***

2. APPROVAL OF AGENDA & MINUTES

- 2a. *Approval of March 27, 2023 Agenda***
- 2b. *Approval of February 13, 2023 District Meeting Minutes***
- 2c. *Approval of February 13, 2023 District Strategic Planning Workshop Minutes***

3. PUBLIC COMMENT

4. CHAIRMAN REPORT

5. SECRETARY REPORT

6. OLD BUSINESS

- 6a. *DISCUSSION: KLTFD Station 24 Renovation – Little Red Rooster Plans (Allen)***

7. NEW BUSINESS

8. LEGAL REPORT

- 8a. *DISCUSSION/MOTION: FDEP Request for Partial Release of Lease 3671***
- 8b. *DISCUSSION: Monroe County Resolution in support of KLFREMS District***
- 8c. *DISCUSSION/MOTION: Agenda Language (Smith)***

9. FINANCE REPORT

- 9a. *FY 22-23 Oct/Nov/Dec 2022 YTD Actuals vs Budget***



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

10. **AMBULANCE CORPS REPORT**
 - 10a. *February Statistics*
 - 10b. *January & February Meetings*
11. **FIRE DEPARTMENT REPORT**
 - 11a. **DISCUSSION/MOTION: Surplus of Portable Generator-Station 24 (Jones)**
 - 11b. *February Statistics*
 - 11c. *January & February Meetings*
12. **COMMISSIONER ITEMS**
 - 12a. **DISCUSSION: Administration Building - Marathon (Mirabella)**
 - 12b. **DISCUSSION: FASD Annual Conference – June 12-15, 2023 (Mirabella)**
13. **NEXT MEETING**
 - 13a. *KLFREMS District Board Meeting April 10 or April 24*
14. **ADJOURN**

NEXT MEETINGS

April 10, 2023 District Meeting (if required)

April 24, 2023 District Meeting

DOCUMENTS

- Al 2b. *Draft District Meeting Minutes February 13, 2023*
- Al 2c. *Draft District Strategic Planning Workshop Minutes February 13, 2023*
- Al 8a. *Partial Release of Lease 3671*
- Al 8b. *Draft of Monroe County Resolution in support of KLFREMS District*
- Al 9a. *FY 22-23 Oct/Nov/Dec 2022 YTD Actuals vs Budget*
- Al 10a. *KLVAC Statistics*
- Al 10b. *KLVAC Meeting Documents January & February 2023*
- Al 11b. *KLVFD Statistics*
- Al 11c. *KLVFD Meeting Documents January & February 2023*

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

2B



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 MINUTES

February 13, 2023

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.

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1. **AGENDA**

1a. Call to Order

Chairman Allen called to order the District Meeting at 6:00 PM.

1b. Pledge of Allegiance

Commissioner Mirabella led the Pledge of Allegiance.

1c. Roll Call

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

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

2. **APPROVAL OF AGENDA & MINUTES**

2a. Approval of February 13, 2023, Agenda

Commissioner Powers made a ***motion to approve*** February 13, 2023, District Meeting Agenda. Commissioner Mirabella second, and the Board unanimously passed the motion.

2b. Approval of January 23, 2023, District Meeting Minutes

Commissioner Mirabella made a ***motion to approve*** January 23, 2023, District Meeting Minutes with revisions. Commissioner Powers second, and the Board unanimously passed the motion.



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

3. PUBLIC COMMENT

None

4. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

6a. DISCUSSION: KLTFD Station 24 Renovation – Little Red Rooster Plans (Allen)

A discussion was had regarding the bid of Little Red Rooster; dorms 2nd floor in the diagram; specifications applicable to old drawings; drafting a letter of interest on demand star. Additional comments were made regarding taxpayer money and looking into other options.

There are four lots intended for firefighting purposes. Build from ground up versus revisions to existing building. Separate building for administration, storage, meetings, commissioner offices, etc. The Property is being utilized by the county. May have to purchase at fair market value from county. Continue with five-year plan for expansion.

Direction for legal to prepare appropriate bid documents.

7. NEW BUSINESS

7a. DISCUSSION/APPROVAL: Job Description for District Clerk (Smith)

A discussion was had regarding the District Clerk Job Description which included the position commencing as part time; remote; with a phone set up; under 19 hours; 1099 contract employee. Chairman Allen inquired as to what would be required to set up, i.e. putting out for bid. Currently, there is space issues with housing a clerk. The department needs to address the building expansion prior to putting out a bid for a clerk position. Continue with legal until such time as the department is ready to transition.

Commissioner Powers made a ***motion to approve*** the Job Description for District Clerk. Commissioner Conklin second, and the Board unanimously passed the motion.



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

8. LEGAL REPORT

None

9. FINANCE REPORT

None

10. AMBULANCE CORPS REPORT

10a. *January Statistics*

Total calls for January were 178 with 53 north of 103, so we are at 30%. Testing next week for a full-time paramedic and two volunteers. The Corps will also be interviewing for an office manager.

A discussion was had regarding how many calls are via mutual aid with other departments. Fire has mutual agreements, however EMS does not.

11. FIRE DEPARTMENT REPORT

11a. *January Statistics*

Capt. Garrido commented that last week's training academy was a success. An AFG Grant was submitted for hydraulic equipment; value of \$150k. Hopefully, we will be able to get some new equipment.

12. COMMISSIONER ITEMS

Commissioner Mirabella commented that the FASD Annual meeting will be June 19-22; will be unable to attend; however, if anyone else is interested, the conference is \$500, plus the expense of a hotel, which should be under \$2,500.00.

Commissioner Conklin asked for direction with respect to talking with people regarding the 4 lots adjacent to the station.

Chairman Allen inquired about combining the strategic planning meeting on the same agenda as the district meeting.

A discussion was had regarding whether or not there would be grant money to assist with the renovation costs of the building. S. Heim reached out to Tennison (sp.); however, will follow-up regarding an application for piggybacking on a grant.



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

13. NEXT MEETING

13a. KLFREMS District Board Meeting March 13 or March 27

Motion: Commissioner Powers made a motion to ***cancel the March 13, 2023, District Board Meeting***, unless required. Commissioner Mirabella second, and the Board unanimously passed the motion.

14. ADJOURN

Commissioner Mirabella made a ***Motion to Adjourn*** at 7:00 PM. Commissioner Edge second, and the motion was unanimously approved by the Board.

2C



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

KLFR & EMS STRATEGIC PLANNING WORKSHOP MINUTES

February 13, 2023

(Immediately Following the District Meeting)

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 District Meeting at 7:00 PM.

1b. Roll Call

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

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

2. APPROVAL OF AGENDA

2a. Approval of February 13, 2023, Strategic Planning Workshop Agenda

Commissioner Powers made a ***motion to approve*** February 13, 2023, Strategic Planning Workshop Agenda. Commissioner Conklin second, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

None



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

4. REVIEW STRATEGIC PLANNING ACTION ITEMS:

4a. *Review Strategic Plan Action Items*

A discussion was had regarding Strategic Plan Action Items and for the Commissioners to review and revise and provide the Clerk with their revisions to bring back at the next strategic planning meeting.

Further discussions were had regarding item 20-004 and audits focusing on special districts and State Legislation/Subcommittee.

Additional discussions were had regarding combining departments and the financial benefits; eligibility for different types of retirement plans. Once the millage increase was approved, what was going to be the cheapest route for the district moving forward; keep as two individual corporations; run as a paid department.

5. ADJOURN

Commissioner Edge made a ***Motion to Adjourn*** at 7:25 PM. Commissioner Mirabella second, and the motion was unanimously approved by the Board.

8A

Review of Lease 3671

Key Largo Fire Rescue and Emergency Medical Services

Station 25, Key Largo Fire Department



1993



2016

Prepared for: Florida Department of Environmental Protection
Division of State Lands

Prepared by: Stephen E. Sharpe, PLS
Kyra Solutions, Inc.
January 27, 2023

Introduction

A report, entitled “*Key Largo Upland Leases*”, prepared in December 2017 identified certain issues with the legal description attached to the Lease 3671 Parent Lease to Monroe County for a fire station. A recommendation was made for a Partial Release of Lease to remedy these issues. Additional research of the Board of Trustees Land Document System (BTLDS), Bureau of Public Land Administration (BPLA) archives in the DEP Oculus database, and Monroe County Public Records was conducted to better understand the origin of the erroneous legal description and the original intent of the parties to the lease.

The issues with the current legal description of this lease include:

- 1) The description includes lands in Block 3 which the Trustees of the Internal Improvement Trust Fund (TIITF) did not own when the lease was executed.
- 2) The description includes lots waterward of the Mean High Water Line in Block 1 which conflicts with Paragraph 32 of the lease.
- 3) The description overlaps an adjoining lease to the Division of Recreation and Parks (DRP) in Block 3 for the Florida Keys Overseas Heritage Trail.
- 4) There is no indication in the records reviewed that there was ever an intent by the parties to include conservation lands in this lease.

Additionally, there does not appear to be any land use plan or management plan for the conservation lands included in the current lease description.

Chronology of Acquisition and Parent Lease History

Lease 3671 consists of a portion of the Port Bougainville / Garden Cove tract in the North Key Largo Hammocks Conservation and Recreation Lands (CARL) project. On February 9, 1988, the Board of Trustees of the Internal Improvement Trust Fund (the Trustees) approved the Purchase Agreement to acquire the approximately 431-acre tract from the Federal Deposit Insurance Corporation (FDIC) for \$23,200,000 from the CARL Trust Fund.

The Trustees approved an Amended Purchase Agreement on May 24, 1988 to exclude approximately 5.1 acres from the first closing pending resolution of outstanding title issues. The largest exclusion was described as an existing 99-year lease from a prior owner to Monroe County for about 3.5 acres. The County had subleased a portion of this to the Key Largo Volunteer Firemen for a fire station occupying 0.5 acres. Through negotiations, Monroe County had agreed to release its interest in the acreage if the Trustees would lease the current fire station site to the County and find an alternate site for the County’s cable TV tower.

On December 20, 1988, the Trustees granted conceptual approval of a 50-year lease to Monroe County for 0.5 acres for the fire station. On the same day, the Monroe County Board of County Commissioners approved Resolution 681-1988 requesting a 30-year lease from the Trustees “on that certain property upon which the Key Largo Volunteer Fire and Rescue Department has located its facility”.

On February 16, 1989, the Trustees approved a lease to Monroe County for 0.5 acres for a fire station contingent upon Monroe County's release of the 1974 lease.

An executed Quit Claim Deed from Monroe County and the Fire Department to FDIC, to release the lease and sublease, was sent to the Department of Natural Resources on March 27, 1989 for attorney review prior to closing. The legal description erroneously included all of Block 3, but Lots 1 through 8 were not part of the acquisition parcel.

On May 23, 1989, the Monroe County Board of County Commissioners approved Resolution 304-1989 requesting a 50-year lease from the Trustees "on that certain property upon which the Key Largo Volunteer Fire and Rescue Department has located its facility".

An Amended Purchase Agreement to close on 3.05 acres previously encumbered by the 99-year lease and to lease 0.5 acres to Monroe County was approved by the Trustees on June 27, 1989.

On June 5, 1990, the Assistant County Attorney transmitted a new Quit Claim Deed, from Monroe County to FDIC, to the Monroe County Board of County Commissioners for signature. Among other changes in form, this deed corrected the legal description to exclude Lots 1 through 8 of Block 3. The revised deed was executed and recorded in Official Records Book 1137, page 232.

The additional title problems were cured, and the Trustees acquired the portion of the Port Bougainville / Garden Cove tract that had been excluded from the initial closing, including the fire station, on January 28, 1992.

Lease 3671 between the Trustees and Monroe County began on July 7, 1993 for a term of 50 years. The stated purpose in Paragraph 4 of the lease is "...only for the establishment and operation of a fire station, along with other related uses necessary for the accomplishment of this purpose...". Unfortunately, the wrong legal description was attached to the lease. It appears that the description attached was from the Quit Claim Deed that was transmitted to the Department for review in March of 1989. Not only did the description include the conservation lands around the fire station, it included the eight lots in Block 3 that were not owned by the Trustees.

Correspondence shows that the conservation lands portion of the description was intended to be leased to the United States Fish and Wildlife Service (USFWS) as part of the Crocodile Lakes National Wildlife Refuge. A 1994 Memorandum from the DEP Bureau of Land Management Services to USFWS states: "Based upon the amount of time that has passed in trying to resolve the issue of Monroe County's fire station lease, I would like to recommend that we finalize the lease you have in your possession. If the county agrees to release any portion of its lease, we can prepare an amendment to add the lands to your lease at a later date".

New Construction, Extended Term, and Assignment

On December 17, 2001, Fire Chief Sergio J. Garcia sent a letter to Governor Jeb Bush regarding new construction and expansion of the fire station. In the letter, the Chief describes the present physical location of the fire station as Lots 10-17, Block 5 and anticipated expansion onto Lots 46-53 of Block 5. The Chief requested that the Trustees either convey the property to the County or extend the lease. After correspondence with the Division of State Lands and onsite meetings with DEP and USFWS representatives regarding the undesirable impact on the adjacent Tropical Hammock, the Chief agreed to constrain the new construction to the current footprint and disturbed area as much as possible.

Presumably to help facilitate the new construction, Amendment 1 to the lease extended the term for the 50 years from May 19, 2004 to May 18, 2054.

In 2008, Monroe County assigned the lease to Key Largo Fire Rescue and Emergency Medical Services.

Lease Overlap with Recreation Lands

The Trustees acquired Lots 1 through 8 of Block 3 in 2003, as part of a larger improved parcel, from Intus Holding Ag, Inc. This parcel was leased to the DEP Division of Recreation and Parks (DRP) as part of the Florida Keys Overseas Heritage Trail creating an overlap in lease descriptions. An additional portion of Block 3 lying within a chain link fence was added to the DRP lease in 2009, compounding the overlap in lease descriptions.

Lease 3671 Land Use Plan

The Non-Conservation Land Use Plan for Lease 3672 approved on October 17, 2016 lists a lease area of 0.5137 acres and only pertains to the physical location of the existing fire station. It appears that there is no management plan for the conservation lands included in the lease description.

The tax map included in the Land Use Plan indicates Lots 8 through 16, Block 5. However, Lots 8 and 9 appear to be owned by Monroe County and are not a part of the lease description. Additionally, Lot 17 has long been considered as part of the fire station facility.

Recommendation / Conclusion

All of the lands included in the current lease description should be released by Key Largo Fire Rescue and Emergency Medical Services except for Lots 10 through 17 of Block 5 for the facility. The released lands, except for those included in the DRP lease, should be added to the USFWS lease for proper management of the conservation lands.

This Partial Release of Lease was prepared by:
Brad Richardson
Bureau of Public Land Administration
Division of State Lands
Department of Environmental Protection, MS 130
3900 Commonwealth Boulevard,
Tallahassee, Florida 32399-3000
AID# 37855

PROL1
[4.1457 acres, +/-]

**BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT
TRUST FUND OF THE STATE OF FLORIDA**

PARTIAL RELEASE OF LEASE NUMBER 3671

**STATE OF FLORIDA
COUNTY OF MONROE**

The undersigned lessee on the ____ day of _____, 20 __, do(es) hereby quitclaim, release and surrender unto lessor all right, title and interest in and to the leasehold estate of the lands described in Exhibit "A" attached hereto, which are a portion of the lands leased under Lease Agreement Number 3671, dated July 7, 1993, between the **BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA**, as LESSOR, and **KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT**, an independent special district, as LESSEE, effective the ____ day of _____, 20 __.

(This space is intentionally left blank with signature pages to follow)

IN WITNESS WHEREOF, the parties have caused this partial release of lease to be executed on the day and year first above written.

WITNESSES:

Original Signature

Print/Type Name of Witness

Original Signature

Print/Type Name of Witness

**BOARD OF TRUSTEES OF THE INTERNAL
IMPROVEMENT TRUST FUND OF THE STATE
OF FLORIDA**

(SEAL)

BY: _____

Brad Richardson, Chief, Bureau of Public Land Administration,
Division of State Lands, State of Florida Department of
Environmental Protection, as agent for and on behalf of the
Board of Trustees of the Internal Improvement Trust Fund of the
State of Florida

“LESSOR”

**STATE OF FLORIDA
COUNTY OF LEON**

The foregoing instrument was acknowledged before me by means of physical presence this _____ day of _____, 20____, by Brad Richardson, Chief, Bureau of Public Land Administration, Division of State Lands, State of Florida Department of Environmental Protection, as agent for and on behalf of the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida. He is personally known to me.

APPROVED SUBJECT TO PROPER EXECUTION:



DEP Attorney

08-23-2022

Date

Notary Public, State of Florida

Printed, Typed or Stamped Name

Commission/Serial No. _____

My Commission Expires: _____

**KEY LARGO FIRE RESCUE AND EMERGENCY
MEDICAL SERVICES DISTRICT**, an independent special
district

(SEAL)

WITNESSES:

Original Signature

BY: _____
Tony Allen, Chairman

Typed/Printed Name of Witness

Original Signature

“LESSEE”

Typed/Printed Name of Witness

**STATE OF FLORIDA
COUNTY OF MONROE**

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization, this _____ day of _____, 20____, by Tony Allen, as Chairman, for and on behalf of the Key Largo Fire Rescue and Emergency Medical Services District, an independent special district. He is personally known to me or has produced _____, as identification.

Notary Public, State of Florida

Printed, Typed or Stamped Name

Commission/Serial No. _____

My Commission Expires: _____

EXHIBIT "A"

A portion of those lands described in Official Records Book 1198, page 2344 of the Public Records of Monroe County, Florida, described as follows:

Block 1 of Plat No. 5, Key Largo City, Industrial Section, as recorded in Plat Book 1, Page 176, Public Records of Monroe County, Florida;

AND:

Block 3 of Plat No. 5, Key Largo City, Industrial Section, as recorded in Plat Book 1, Page 176, Public Records of Monroe County, Florida, excluding Lots 1 through 8;

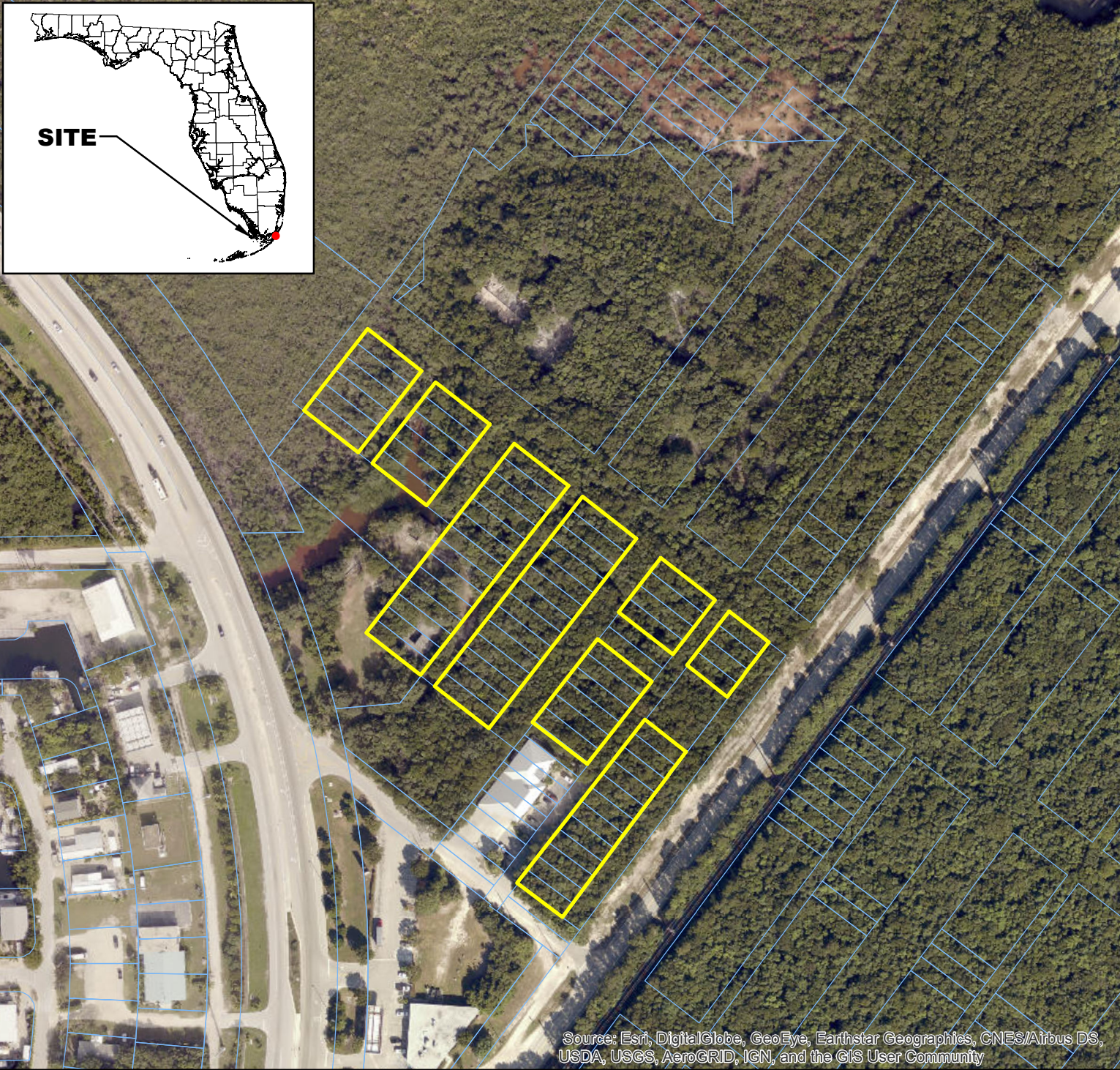
AND:

Lots 18, 19, 20, 21, 22, 23, 26, 27, 28, 29, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 62, 63, 64 and 65, Block 5 of Plat No. 5, Key Largo City, Industrial Section, as recorded in Plat Book 1, Page 176, Public Records of Monroe County, Florida.



AND:

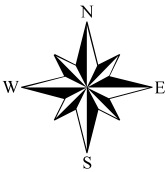
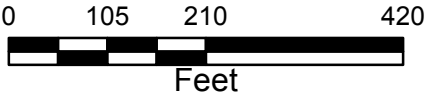
A portion of those lands described in Official Records Book 1862, page 2312 of the Public Records of Monroe County, Florida, described as follows:

Lots 1 through 8, inclusive, Block 3 of Plat No. 5, Key Largo City, Industrial Section, as recorded in Plat Book 1, Page 176, Public Records of Monroe County, Florida.



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

 Subject Parcels
 Cadastral 2016



**KEY LARGO FIRE RESCUE &
EMERGENCY MEDICAL SERVICES
PARTIAL RELEASE OF LEASE 3671**

Monroe County, Florida



8B

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA, EXPRESSING THE BOARD'S SUPPORT FOR THE KEY LARGO FIRE & EMERGENCY MEDICAL SERVICES DISTRICT AND CALLING ON THE FLORIDA LEGISLATURE TO LEAVE THE DISTRICT INTACT AS AN INDEPENDENT SPECIAL DISTRICT THAT HAS A PRIMARY FOCUS OF PROTECTING THE HEALTH, SAFETY AND WELFARE OF THE RESIDENTS OF AND VISITORS TO THE FLORIDA KEYS THROUGH THE PROVISION OF FIRE PROTECTION AND FIREFIGHTING SERVICES, RESCUE SERVICES AND EMERGENCY MEDICAL SERVICES..

WHEREAS, Monroe County, Florida is the southernmost county in the State of Florida and the continental United States and includes the unincorporated area of Key Largo, Florida; and

WHEREAS, the Key Largo Fire Rescue & Emergency Medical Services District (hereinafter "KLFEMS") was created on June 8, 2005 when Governor Bush approved Florida Statute 2005-329 that created the 68th Special Fire Taxing District in the State of Florida; and

WHEREAS, the KLFEMS provides fire protection, firefighting services, rescue services and emergency medical services for all of Cross Key and that part of Key Largo from South Bay Harbor Drive and Lobster Lane to the southern boundary of the right-of-way County Roads 905 and 905A; and

WHEREAS, the KLFEMS offers residents a higher-level of service at a lower cost, provides more direct control over revenue and expenses, streamlines existing work processes to reduce administrative tasks, and fosters volunteerism; and

WHEREAS, on November 8, 2022 the voters of the KLFEMS District approved a referendum allowing additional tax capacity. The referendum was overwhelmingly approved by a 63.14% vote of the KLFEMS District voters. This approval by voters is a further validation of the effectiveness and cost control in existence since the District was formed 18 years ago. During that 18 year span, the District has conservatively and successfully operated under a one mill tax assessment; and

WHEREAS, not every county in Florida enjoys the benefits of a professionally run, independent special district charged solely with the provision of fire protection and firefighting services, rescue services and emergency medical services; and

WHEREAS, the citizens of Key Largo, Florida benefit from an independent special district focused solely on the provision of fire protection and firefighting services, rescue services and emergency medical services; and

WHEREAS, the Monroe County Commission has no desire to assume the duties of the KLFEMS; and

WHEREAS, if the duties of the KLFEMS were turned over to the Monroe County Commission, those responsibilities would compete for funding with the many other worthy priorities that the County Commission currently funds.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY FLORIDA:

1. The recitals set forth above are incorporated as findings of fact of the Board.
2. The Board expresses its unqualified support for the Key Largo Fire Rescue & Emergency Medical Services District, its Board, and its staff; and
3. The Board urges the Florida Legislature to leave the fire protection, firefighting services, rescue services and emergency medical services for all of Cross Key and that part of Key Largo from South Bay Harbor Drive and Lobster Lane to the southern boundary of the right-of-way County Roads 905 and 905A in the more than capable hands of the Key Largo Fire Rescue & Emergency Medical Services District; and
4. The Clerk is directed to send this resolution to:

Governor Ron DeSantis
The Capitol
400 S. Monroe Street
Tallahassee, FL 32399-0001
Senator Ana Maria Rodriguez
314 Senate Building
404 S. Monroe Street
Tallahassee, FL 32399-1100

The Honorable Paul Renner
Florida House Speaker
402 South Monroe Street
Tallahassee, FL 32399-1300

The Honorable Kathleen Passidomo
Florida Senate President
404 S. Monroe Street
Tallahassee, FL 32399-1100
The Honorable Jim Mooney
212 The Capitol
402 S. Monroe Street
Tallahassee, FL 32399-1300

PK Jameson, Coordinator
Office of Program Policy Analysis
& Government Accountability
111 West Madison Street, Room 312
Tallahassee, FL 32399-1475

5. This resolution shall take effect upon adoption.

PASSED AND ADOPTED by the Board of County Commissioners of Monroe County, Florida, at a regular meeting of the Board held on the ____ day of March, 2023.

Mayor Craig Cates _____
Mayor *Pro Tem* Holly Merrill Raschein _____
Commissioner Michelle Lincoln _____
Commissioner James Scholl _____
Commissioner David Rice _____

BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA

BY _____
MAYOR CRAIG CATES

(SEAL)

ATTEST: KEVIN MADOK, CLERK

APPROVED AS TO FORM & LEGAL SUFFICIENCY

By _____
AS DEPUTY CLERK

Robert B. Shillinger, Monroe County Attorney

9A

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
OCTOBER, NOVEMBER, DECEMBER 2022 & YTD ACTUALS VERSUS BUDGET

	Oct 22	Nov 22	Dec 22	Oct - Dec 22	Budget	% of Budget
Revenue						
311.000 · Ad Valorem Taxes	0.00	1,016,449.95	2,516,283.96	3,532,733.91	4,582,568.00	77.09%
338.002 · ILA Remib Frm Monroe County	0.00	0.00	0.00	0.00	150,000.00	0.0%
361.100 · Interest	344.96	334.29	532.14	1,211.39	4,800.00	25.24%
Total Revenue	344.96	1,016,784.24	2,516,816.10	3,533,945.30	4,737,368.00	74.6%
Expenditures						
1100 · District Board						
511.110 · Board Member Stipends	1,750.00	1,750.00	1,750.00	5,250.00	21,000.00	25.0%
511.210 · FICA/Medicare	133.85	133.90	133.85	401.60	1,607.00	24.99%
511.240 · Workmens Compensation Insurance	0.00	0.00	0.00	0.00	1,000.00	0.0%
511.312 · Professional Services	0.00	0.00	0.00	0.00	7,200.00	0.0%
511.400 · Travel & Per Diem	0.00	0.00	0.00	0.00	4,000.00	0.0%
511.411 · Advertising	135.00	184.90	920.00	1,239.90	5,500.00	22.54%
511.450 · Insurance & Risk Management						
450.01 · Bond	0.00	0.00	70.83	70.83	100.00	70.83%
450.02 · Portfolio Policy & Auto	1,787.89	0.00	0.00	1,787.89	2,133.00	83.82%
Total 511.450 · Insurance & Risk Management	1,787.89	0.00	70.83	1,858.72	2,233.00	83.24%
511.470 · Printing & Binding	0.00	0.00	0.00	0.00	3,000.00	0.0%
511.490 · General Departmental						
490.01 · Tax Collector Fees	0.00	30,493.50	75,480.62	105,974.12	137,477.00	77.09%
490.02 · Property Appraiser Fees	18,931.40	1,457.21	20,388.61	40,777.22	68,579.00	59.46%
490.03 · Other	0.00	0.00	0.00	0.00	1,000.00	0.0%
Total 511.490 · General Departmental	18,931.40	31,950.71	95,869.23	146,751.34	207,056.00	70.88%
511.510 · Office Supplies	0.00	0.00	0.00	0.00	1,000.00	0.0%
511.540 · Dues, Subscriptions	312.00	0.00	3,443.67	3,755.67	6,000.00	62.6%
512.311 · District Clerk Svcs (Prof Svcs)	0.00	0.00	0.00	0.00	19,000.00	0.0%
513.320 · Accounting & Financial Svcs						
513.01 · District Audit	0.00	5,000.00	0.00	5,000.00	10,000.00	50.0%
513.02 · Financial and Accounting	3,256.41	1,718.04	2,412.50	7,386.95	60,000.00	12.31%
Total 513.320 · Accounting & Financial Svcs	3,256.41	6,718.04	2,412.50	12,386.95	70,000.00	17.7%
514.310 · Legal Services (Prof Svcs)						
310.01 · Non- Litigation	7,133.50	6,262.50	5,435.13	18,831.13	45,000.00	41.85%

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
OCTOBER, NOVEMBER, DECEMBER 2022 & YTD ACTUALS VERSUS BUDGET

	Oct 22	Nov 22	Dec 22	Oct - Dec 22	Budget	% of Budget
Total 514.310 · Legal Services (Prof Svcs)	7,133.50	6,262.50	5,435.13	18,831.13	45,000.00	41.85%
Total 1100 · District Board	33,440.05	47,000.05	110,035.21	190,475.31	393,596.00	48.39%
1250 · Key Largo Volunteer Fire						
522.120 · Regular Salaries & Wages						
120.04 · Firefighters	87,946.45	97,301.77	41,157.82	226,406.04	1,209,900.00	18.71%
120.06 · Administrative Stipend	2,250.00	2,250.00	2,250.00	6,750.00	27,000.00	25.0%
Total 522.120 · Regular Salaries & Wages	90,196.45	99,551.77	43,407.82	233,156.04	1,236,900.00	18.85%
522.121 · Volunteer Pay						
121.03 · Volunteer/Line Officer Reim.	7,487.81	6,326.50	7,353.10	21,167.41	82,000.00	25.81%
Total 522.121 · Volunteer Pay	7,487.81	6,326.50	7,353.10	21,167.41	82,000.00	25.81%
522.140 · Overtime Wages	21,884.36	17,771.77	9,592.59	49,248.72	210,000.00	23.45%
522.210 · FICA/Medicare	9,339.13	9,459.38	4,617.03	23,415.54	116,961.00	20.02%
522.220 · Retirement Benefits	4,072.37	4,186.46	3,861.77	12,120.60	105,512.00	11.49%
522.230 · Life & Health Insurance	21,589.24	0.00	11,694.05	33,283.29	159,528.00	20.86%
522.240 · Workers Compensation	60,841.39	0.00	0.00	60,841.39	55,572.00	109.48%
522.250 · Unemployment Tax	0.00	0.00	12.38	12.38	2,835.00	0.44%
522.312 · Professional Services						
312.03 · Grant Writing Services	0.00	0.00	1,500.00	1,500.00	3,000.00	50.0%
312.04 · Annual Physicals	0.00	0.00	0.00	0.00	20,000.00	0.0%
312.05 · Background checks & Drug Testing	0.00	0.00	100.00	100.00	1,000.00	10.0%
Total 522.312 · Professional Services	0.00	0.00	1,600.00	1,600.00	24,000.00	6.67%
522.320 · Accounting & Financial Svcs	839.17	0.00	1,825.84	2,665.01	15,000.00	17.77%
522.400 · Travel & Per Diem	0.00	0.00	0.00	0.00	1,000.00	0.0%
522.410 · Phones - Station Phones, Cell	1,364.68	1,592.92	1,020.37	3,977.97	15,000.00	26.52%
522.411 · Advertising	0.00	0.00	0.00	0.00	520.00	0.0%
522.412 · Postage & Freight	0.00	165.28	0.00	165.28	520.00	31.79%
522.430 · Utilities						
430.01 · Electric	2,802.96	3,292.60	2,568.31	8,663.87	28,000.00	30.94%
430.02 · Water	817.27	844.66	821.27	2,483.20	9,000.00	27.59%
430.03 · Fire Hydrant Maintenance	0.00	13,650.00	0.00	13,650.00	15,700.00	86.94%
430.04 · Propane Gas	0.00	0.00	296.74	296.74	400.00	74.19%
430.07 · TV Service	433.22	778.77	433.22	1,645.21	5,500.00	29.91%

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
OCTOBER, NOVEMBER, DECEMBER 2022 & YTD ACTUALS VERSUS BUDGET

	Oct 22	Nov 22	Dec 22	Oct - Dec 22	Budget	% of Budget
Total 522.430 · Utilities	4,053.45	18,566.03	4,119.54	26,739.02	58,600.00	45.63%
522.440 · Rent & Leases						
440.01 · Copier/Scanner/Fax Lease	313.10	0.00	596.20	909.30	3,550.00	25.61%
440.02 · Oxygen Tank Rental	0.00	0.00	0.00	0.00	1,500.00	0.0%
440.03 · DEP Station 25 Lease Pymt	0.00	0.00	0.00	0.00	300.00	0.0%
440.04 · Red Alert Incident Reporting	0.00	0.00	0.00	0.00	7,500.00	0.0%
440.05 · Fire Manager- Schedule & Time	0.00	0.00	0.00	0.00	2,200.00	0.0%
Total 522.440 · Rent & Leases	313.10	0.00	596.20	909.30	15,050.00	6.04%
522.450 · Insurance & Risk Management						
450.03 · Package Policy	59,852.04	0.00	0.00	59,852.04	54,052.00	110.73%
450.04 · Accident & Sickness	2,963.00	0.00	0.00	2,963.00	5,935.00	49.92%
450.07 · Storage Tank Liability	1,856.40	0.00	0.00	1,856.40	1,714.00	108.31%
450.11 · Cancer Policy	2,090.00	0.00	0.00	2,090.00	1,595.00	131.03%
Total 522.450 · Insurance & Risk Management	66,761.44	0.00	0.00	66,761.44	63,296.00	105.48%
522.46 · Repair & Maintenance						
522.460 · Repair & Maint - Equipment	0.00	1,807.40	1,755.50	3,562.90	25,500.00	13.97%
522.461 · Repair & Maint - Buildings	10,444.97	3,457.60	1,227.00	15,129.57	58,645.00	25.8%
522.462 · Repair & Maint - Vehicles	3,611.74	3,357.64	98.91	7,068.29	56,100.00	12.6%
Total 522.46 · Repair & Maintenance	14,056.71	8,622.64	3,081.41	25,760.76	140,245.00	18.37%
522.470 · Printing & Binding	0.00	0.00	0.00	0.00	104.00	0.0%
522.490 · General Departmental						
490.05 · Other	0.00	0.00	0.00	0.00	1,500.00	0.0%
490.06 · Computer/IT Services	680.00	510.00	324.85	1,514.85	7,500.00	20.2%
Total 522.490 · General Departmental	680.00	510.00	324.85	1,514.85	9,000.00	16.83%
522.491 · Training						
491.01 · Instructor Fees	0.00	0.00	0.00	0.00	34,200.00	0.0%
491.03 · Fire Prevention	1,501.16	0.00	0.00	1,501.16	3,000.00	50.04%
491.04 · Education, Student Text	42.11	0.00	225.00	267.11	1,000.00	26.71%
491.05 · KAPLAN online Education	4,500.00	0.00	0.00	4,500.00	3,000.00	150.0%
491.15 · Out of Area Training	0.00	0.00	0.00	0.00	2,500.00	0.0%
Total 522.491 · Training	6,043.27	0.00	225.00	6,268.27	43,700.00	14.34%
522.510 · Office Supplies	0.00	2,052.32	999.99	3,052.31	3,500.00	87.21%

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
OCTOBER, NOVEMBER, DECEMBER 2022 & YTD ACTUALS VERSUS BUDGET

	Oct 22	Nov 22	Dec 22	Oct - Dec 22	Budget	% of Budget
522.520 · Operating Supplies						
520.01 · Fire Ground Safety	0.00	0.00	0.00	0.00	1,000.00	0.0%
520.02 · Daily Operating/Maint Supplies	2,220.81	0.00	291.87	2,512.68	41,702.00	6.03%
520.03 · Medical Supplies & Equipment	1,060.96	331.57	584.28	1,976.81	8,000.00	24.71%
520.05 · Stat Cleaning/Hskping Supplies	569.18	1,473.58	125.74	2,168.50	5,000.00	43.37%
520.06 · Firefighting Gear	0.00	0.00	0.00	0.00	28,000.00	0.0%
520.07 · Clothing & Apparel	3,802.41	0.00	399.80	4,202.21	9,000.00	46.69%
520.08 · Firefighting Foam or Sup Agnt	0.00	0.00	0.00	0.00	8,000.00	0.0%
Total 522.520 · Operating Supplies	7,653.36	1,805.15	1,401.69	10,860.20	100,702.00	10.78%
522.521 · Fuel - Gasoline	0.00	0.00	0.00	0.00	100.00	0.0%
522.522 · Fuel - Diesel	-3,384.86	6,786.44	0.00	3,401.58	20,000.00	17.01%
522.540 · Dues, Subscriptions	2,587.00	0.00	0.00	2,587.00	4,192.00	61.71%
522.6 · Capital Expenditures						
522.620 · Capital Outlay - Buildings	0.00	0.00	0.00	0.00	0.00	0.0%
522.630 · Capital Outlay-Infr. Imprvmnts	0.00	0.00	15,218.00	15,218.00	150,000.00	10.15%
522.640 · Capital Outlay - Equipment	0.00	0.00	0.00	0.00	42,500.00	0.0%
522.641 · Capital Outlay - Vehicles	0.00	0.00	0.00	0.00	0.00	0.0%
522.642 · Capital - Small Tools & Equip	0.00	0.00	2,054.95	2,054.95	10,000.00	20.55%
Total 522.6 · Capital Expenditures	0.00	0.00	17,272.95	17,272.95	202,500.00	8.53%
Total 1250 · Key Largo Volunteer Fire	316,378.07	177,396.66	113,006.58	606,781.31	2,686,337.00	22.59%
1300 · Key Largo EMS						
526.120 · Regular Salaries & Wages						
120.01 · Administrative Payroll	1,689.48	0.00	0.00	1,689.48	45,994.00	3.67%
120.02 · Paramedic Payroll	18,087.22	0.00	17,470.13	35,557.35	347,919.00	10.22%
Total 526.120 · Regular Salaries & Wages	19,776.70	0.00	17,470.13	37,246.83	393,913.00	9.46%
526.121 · Volunteer Pay	5,629.90	4,942.65	5,884.60	16,457.15	106,148.00	15.5%
526.140 · Overtime Wages	10,109.14	0.00	11,032.08	21,141.22	88,400.00	23.92%
526.210 · FICA/Medicare	2,716.99	454.60	2,630.63	5,802.22	64,142.00	9.05%
526.220 · Retirement Contributions	216.77	39.76	634.22	890.75	20,000.00	4.45%
526.230 · Life & Health Insurance	4,085.49	4,085.49	4,091.99	12,262.97	87,000.00	14.1%
526.240 · Worker's Compensation	20,427.61	0.00	0.00	20,427.61	26,000.00	78.57%
526.250 · Unemployment Tax	6.16	2.42	0.39	8.97	300.00	2.99%

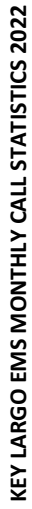
KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
OCTOBER, NOVEMBER, DECEMBER 2022 & YTD ACTUALS VERSUS BUDGET

	Oct 22	Nov 22	Dec 22	Oct - Dec 22	Budget	% of Budget
526.312 · Professional Services						
312.02 · Medical Director	1,500.00	1,500.00	1,500.00	4,500.00	18,543.00	24.27%
312.06 · Drug Testing & Background Check	465.00	0.00	0.00	465.00	2,000.00	23.25%
312.07 · Grant Writing Services	0.00	0.00	0.00	0.00	2,100.00	0.0%
Total 526.312 · Professional Services	1,965.00	1,500.00	1,500.00	4,965.00	22,643.00	21.93%
526.320 · Accounting & Financial Svcs	984.49	0.00	2,056.40	3,040.89	12,480.00	24.37%
526.400 · Travel & Per Diem	0.00	0.00	0.00	0.00	1,500.00	0.0%
526.410 · Phones, Station & Cell	1,683.44	1,169.38	1,720.54	4,573.36	20,000.00	22.87%
526.411 · Advertising	0.00	0.00	0.00	0.00	2,500.00	0.0%
526.412 · Postage & Freight	0.00	0.00	0.00	0.00	350.00	0.0%
526.430 · Utilities						
430.05 · Electric & Propane	1,465.63	1,579.82	1,117.65	4,163.10	12,500.00	33.31%
430.06 · Water	59.55	59.55	59.55	178.65	2,000.00	8.93%
Total 526.430 · Utilities	1,525.18	1,639.37	1,177.20	4,341.75	14,500.00	29.94%
526.440 · Rental & Leases	393.23	416.18	0.00	809.41	7,500.00	10.79%
526.450 · Insurance & Risk Management						
450.08 · Package Policy	0.00	21,853.00	0.00	21,853.00	46,012.00	47.49%
450.09 · Auto	0.00	6,822.00	0.00	6,822.00	15,548.00	43.88%
450.10 · Disability Insurance	0.00	0.00	0.00	0.00	4,000.00	0.0%
Total 526.450 · Insurance & Risk Management	0.00	28,675.00	0.00	28,675.00	65,560.00	43.74%
526.46 · Repair & Maintenance						
526.460 · Repair & Maint - Equipment	0.00	1,771.24	312.75	2,083.99	40,000.00	5.21%
526.461 · Repair & Maint - Buildings	1,054.97	1,759.00	588.56	3,402.53	24,000.00	14.18%
526.462 · Repair & Maint - Vehicles	3,319.90	28.77	129.71	3,478.38	40,000.00	8.7%
Total 526.46 · Repair & Maintenance	4,374.87	3,559.01	1,031.02	8,964.90	104,000.00	8.62%
526.470 · Printing & Binding	0.00	0.00	0.00	0.00	1,400.00	0.0%
526.490 · General Dept. - Misc.						
490.08 · Computer/IT Services	0.00	0.00	0.00	0.00	13,000.00	0.0%
490.10 · Employee Assistance Program	0.00	90.00	90.00	180.00	1,600.00	11.25%
490.12 · Membership & Retention	0.00	0.00	0.00	0.00	2,500.00	0.0%
Total 526.490 · General Dept. - Misc.	0.00	90.00	90.00	180.00	17,100.00	1.05%
526.491 · Training - Instructor Fees, Edu						

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
OCTOBER, NOVEMBER, DECEMBER 2022 & YTD ACTUALS VERSUS BUDGET

	Oct 22	Nov 22	Dec 22	Oct - Dec 22	Budget	% of Budget
491.07 · ACLS/PALS	0.00	0.00	0.00	0.00	1,600.00	0.0%
491.10 · Misc. Training/Books	0.00	0.00	619.20	619.20	1,000.00	61.92%
491.11 · Advanced Airway Management	0.00	0.00	0.00	0.00	2,500.00	0.0%
491.22 · Fire EMS Academy	1,935.00	0.00	0.00	1,935.00	1,900.00	101.84%
Total 526.491 · Training - Instructor Fees, Edu	1,935.00	0.00	619.20	2,554.20	7,000.00	36.49%
526.510 · Office Supplies	33.15	58.18	88.56	179.89	6,500.00	2.77%
526.520 · Operating Supplies						
520.09 · Station Supplies	385.95	884.66	1,612.19	2,882.80	10,000.00	28.83%
520.10 · Medical Supplies	6,337.87	4,060.15	2,500.36	12,898.38	67,500.00	19.11%
520.11 · Uniforms & Membership Supplies	0.00	0.00	560.00	560.00	7,500.00	7.47%
520.13 · Small Tools	0.00	0.00	0.00	0.00	6,000.00	0.0%
Total 526.520 · Operating Supplies	6,723.82	4,944.81	4,672.55	16,341.18	91,000.00	17.96%
526.522 · Fuel - Diesel	3,384.86	1,712.38	0.00	5,097.24	35,000.00	14.56%
526.524 · Medicine & Drugs	0.00	454.96	890.15	1,345.11	35,000.00	3.84%
526.540 · Dues, Subscriptions	231.75	0.00	6,951.03	7,182.78	12,500.00	57.46%
526.6 · Capital Expenditures						
526.620 · Capital Outlay - Buildings	0.00	0.00	2,559.37	2,559.37	0.00	100.0%
526.640 · Capital Outlay - Equipment	0.00	18,365.00	0.00	18,365.00	21,500.00	85.42%
526.641 · Capital Outlay - Vehicles	0.00	0.00	0.00	0.00	0.00	0.0%
Total 526.6 · Capital Expenditures	0.00	18,365.00	2,559.37	20,924.37	21,500.00	97.32%
Total 1300 · Key Largo EMS	86,203.55	72,109.19	65,100.06	223,412.80	1,263,936.00	17.68%
Total Expenditures	436,021.67	296,505.90	288,141.85	1,020,669.42	4,343,869.00	23.5%
Net Excess/(Deficiency) of Revenues Over/(Under) Expenditures	-435,676.71	720,278.34	2,228,674.25	2,513,275.88	393,499.00	
511.911 · Transfer to Vehicle Replacement Fund	22,916.63	22,916.67	22,916.67	68,749.96	275,000.00	
Net Excess/(Deficiency) of Revenues Over/(Under) Expenditures after transfer to Reserves	-458,593.34	697,361.67	2,205,757.58	2,444,525.92	118,499.00	

10A



Total Year Up to Date	320
Total Year Up to Date >103MM	92

[illegible]

10B



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 10, 2023 Hybrid Meeting

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes December 2022
6. Treasurer's Report December 2022
7. Legal Report
8. Membership Review
 - A. Request for Reimbursement for Brandon Del Toro
9. Old Business – none
10. New Business
 - A. Financial Status of the Organization
 - B. Discussion of 5-year and 10-year plans
11. Membership Discussion
12. 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 10, 2023

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 6:32 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

- Three new volunteers have begun running shifts.
- The search for an office manager is on-going.

4. **Public Comment** - No public comment.

5. Approval of Minutes

Dawn DeBrule seconded by Adam Schussheim moved approval of the December 2022 minutes. Motion carried unanimously.

6. Treasurer's Report

Tess Marra reported a balance of \$ 178,804.80 as of December 2022. Brenda Beckmann seconded by Dawn DeBrule moved approval of the treasurer's report. Motion carried unanimously.

7. **Committee Reports** - No report.

8. **Legal Report** - No Report

9. Membership Review

The request for reimbursement for Brandon Del Toro was presented. Upon motion and second by Dawn DeBrule and Adam Schussheim, the request was unanimously approved.

10. **Old Business** - None



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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

11. **New Business**

- Discussion was held concerning the financial status of the corporation.
- Discussion was held concerning the need to update the 5-year and 10-year plans.

12. **Membership Discussion**

No discussion.

13. **Adjournment**

There being no further business, Dawn DeBrule seconded by Tess Marra moved adjournment. Motion carried unanimously. Meeting adjourned at 7:00 pm.

Kay Cullen
Recording Secretary



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: February 14, 2023

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes January 2023
6. Treasurer's Report January 2023
7. Legal Report
8. Membership Review
 - A. Requests for Reimbursement for Ariel Betancort
9. Old Business
10. New Business
11. Membership Discussion
12. 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 14, 2023 Hybrid Meeting

Board members in attendance were 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**
 - An interview with a prospective office manager will be held on February 15th.
4. **Public Comment** - No public comment.
5. **Approval of Minutes**
Tess Marra seconded by Adam Schussheim moved approval of the January 2023 minutes. Motion carried unanimously.
6. **Treasurer's Report**
Tess Marra reported a balance of \$ 369,039.35 as of January 31, 2023. Dawn DeBrule seconded by Adam Schussheim moved approval of the treasurer's report. Motion carried unanimously.
7. **Legal Report** - No Report
8. **Membership Review**
Tess Marra reported a request for reimbursement letter received from Ariel Betancort. Upon motion and second by Dawn DeBrule and Adam Schussheim, the motion carried unanimously.
9. **Old Business** - None
10. **New Business** - None
11. **Membership Discussion** - None
12. **Adjournment**
There being no further business, Tess Marra seconded by Adam Schussheim moved adjournment. Motion carried. Meeting adjourned at 6:41pm.

Kay Cullen – Recording Secretary

Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
January 2023

	Billing Account	Corp Account	Building Account	CPR Account	Total
Beginning Balance	\$3,605.29	\$6,002.04	\$168,621.42	\$576.05	\$178,804.80
<u>Revenues</u>					
Interest	37.37	1.86	71.61	0.24	111.08
Medical Fees	28,731.20				28,731.20
Medical Transcripts					0.00
KL Fire Rescue & EMS Reimb	239,151.48				239,151.48
Donations					0.00
Educational Income					0.00
Uncollected Income/Adjustmts	32,166.26				32,166.26
Misc Income		96.13			96.13
Total Revenues	\$300,086.31	\$97.99	\$71.61	\$0.24	\$300,256.15
<u>Expenditures</u>					
Advertising					0.00
Medical Billing Refunds					0.00
Payroll Expenses	65,032.52	7,457.94			72,490.46
Licenses & Permits					0.00
Professional Fees	1,309.59	1,200.00			2,509.59
Supplies		20.99			20.99
Bank Service Charges	65.18	35.00			100.18
Dues & Subscriptions					0.00
Donations		2,782.83			2,782.83
Background Checks					0.00
Total Expenditures	\$66,407.29	\$11,496.76	\$0.00	\$0.00	\$77,904.05
Ending Balance	\$237,284.31	-\$5,396.73	\$168,693.03	\$576.29	\$401,156.90
TRANSFERS	0.00	0.00	0.00	0.00	0.00
Balance before Adjustment	237,284.31	-5,396.73	168,693.03	576.29	401,156.90
Adjustment to arrive at Actual	-38,810.67	6,693.12	0.00	0.00	-32,117.55
ACTUAL BALANCE @ MO END	\$198,473.64	\$1,296.39	\$168,693.03	\$576.29	<u>\$369,039.35</u>

Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
February 2023

	Billing Account	Corp Account	Building Account	CPR Account	Total
Beginning Balance	\$198,473.64	\$1,296.39	\$168,693.03	\$576.29	\$369,039.35
<u>Revenues</u>					
Interest	73.07	0.96	64.70	0.22	138.95
Medical Fees	43,193.97				43,193.97
Medical Transcripts					0.00
KL Fire Rescue & EMS Reimb	31,928.81				31,928.81
Donations		375.00			375.00
Educational Income					0.00
Uncollected Income/Adjustmts	-67,709.30				-67,709.30
Misc Income		48.06			48.06
Total Revenues	\$7,486.55	\$424.02	\$64.70	\$0.22	\$7,975.49
<u>Expenditures</u>					
Advertising		42.34			42.34
Medical Billing Refunds	392.20				392.20
Payroll Expenses	66,185.14	7,471.93			73,657.07
Licenses & Permits					0.00
Professional Fees					0.00
Supplies		20.99			20.99
Bank Service Charges	60.89				60.89
Dues & Subscriptions					0.00
Donations					0.00
Background Checks					0.00
Total Expenditures	\$66,638.23	\$7,535.26	\$0.00	\$0.00	\$74,173.49
Ending Balance	\$139,321.96	-\$5,814.85	\$168,757.73	\$576.51	\$302,841.35
TRANSFERS	(2,500.00)	2,500.00	0.00	0.00	0.00
Balance before Adjustment	136,821.96	-3,314.85	168,757.73	576.51	302,841.35
Adjustment to arrive at Actual	61,949.24	5,788.93	0.00	0.00	67,738.17
ACTUAL BALANCE @ MO END	\$198,771.20	\$2,474.08	\$168,757.73	\$576.51	<u>\$370,579.52</u>

11B

Manpower Analysis by Incident

Key Largo Fire Department

Date Range: From 02/01/2023 to 02/28/2023








Company: All Companies

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
150-Outside rubbish fire, other	1	5	5.00	1.75	1.75	8.75	8.75
300-Rescue, EMS incident, other	4	12	3.00	0.59	0.15	0.44	1.77
311-Medical assist, assist EMS crew	14	44	3.14	6.75	0.48	1.54	21.51
321-EMS call, excluding vehicle accident with injury	17	59	3.47	7.28	0.43	1.56	26.59
322-Motor vehicle accident with injuries	2	7	3.50	1.15	0.57	2.25	4.49
323-Motor vehicle/pedestrian accident (MV Ped)	2	11	5.50	0.75	0.38	1.50	3.00
324-Motor vehicle accident with no injuries.	3	12	4.00	0.92	0.31	1.29	3.87
331-Lock-in (if lock out , use 511)	1	3	3.00	0.18	0.18	0.54	0.54
410-Combustible/flammable gas/liquid condition, other	1	4	4.00	0.43	0.43	1.72	1.72
411-Gasoline or other flammable liquid spill	1	3	3.00	0.42	0.42	1.26	1.26
412-Gas leak (natural gas or LPG)	1	3	3.00	0.63	0.63	1.89	1.89
444-Power line down	1	3	3.00	0.40	0.40	1.20	1.20
451-Biological hazard, confirmed or suspected	1	3	3.00	1.73	1.73	5.19	5.19
551-Assist police or other governmental agency	1	3	3.00	0.55	0.55	1.65	1.65
553-Public service	1	4	4.00	1.68	1.68	6.72	6.72
611-Dispatched & canceled en route	4	9	2.25	0.12	0.03	0.09	0.36
622-No incident found on arrival at dispatch address	2	14	7.00	0.29	0.15	0.94	1.88
733-Smoke detector activation due to malfunction	1	7	7.00	0.55	0.55	3.85	3.85
743-Smoke detector activation, no fire - unintentional	2	9	4.50	0.26	0.13	0.66	1.32
745-Alarm system activation, no fire - unintentional	1	7	7.00	0.55	0.55	3.85	3.85
900-Special type of incident, other	4	12	3.00	3.31	0.83	2.48	9.93
Blank. Incident Type not Entered	6	0	0.00	0.00	0.00		0.00
Total and Averages for all Incident Types	71	234	3.30	30.29	0.43		111.34

Alarms by Day of Week

Key Largo Fire Department

Date Range: From 02/01/2023 to 02/28/2023

Day of Week		Totals
Sunday		8
Monday		10
Tuesday		10
Wednesday		11
Thursday		12
Friday		11
Saturday		9

No Date 0
Total Alarms 71

Incident Type Report (Summary)

Key Largo Fire Department

Date Range: From 02/01/2023 to 02/28/2023

Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
1 Fire				
150 Outside rubbish fire, other	1	1.54%	\$0	0.00%
Totals	1	1.54%	\$0	0.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
Totals	0	0.00%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	4	6.15%	\$0	0.00%
311 Medical assist, assist EMS crew	14	21.54%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	17	26.15%	\$0	0.00%
322 Motor vehicle accident with injuries	2	3.08%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	3.08%	\$0	0.00%
324 Motor vehicle accident with no injuries.	3	4.62%	\$0	0.00%
331 Lock-in (if lock out , use 511)	1	1.54%	\$0	0.00%
Totals	43	66.15%	\$0	0.00%
4 Hazardous Condition (No Fire)				
410 Combustible/flammable gas/liquid condition, other	1	1.54%	\$0	0.00%
411 Gasoline or other flammable liquid spill	1	1.54%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	1.54%	\$0	0.00%
444 Power line down	1	1.54%	\$0	0.00%
451 Biological hazard, confirmed or suspected	1	1.54%	\$0	0.00%
Totals	5	7.69%	\$0	0.00%
5 Service Call				
551 Assist police or other governmental agency	1	1.54%	\$0	0.00%
553 Public service	1	1.54%	\$0	0.00%
Totals	2	3.08%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & canceled en route	4	6.15%	\$0	0.00%
622 No incident found on arrival at dispatch address	2	3.08%	\$0	0.00%
Totals	6	9.23%	\$0	0.00%
7 False Alarm & False Call				
733 Smoke detector activation due to malfunction	1	1.54%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	2	3.08%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	1.54%	\$0	0.00%
Totals	4	6.15%	\$0	0.00%
8 Severe Weather & Natural Disaster				
Totals	0	0.00%	\$0	0.00%
9 Special Incident Type				
900 Special type of incident, other	4	6.15%	\$0	0.00%
Totals	4	6.15%	\$0	0.00%
Totals	65		\$0	



NFPA Analysis Report

Key Largo Fire Department

Date Range: From 02/01/2023 to 02/28/2023



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)	0	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)	0	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)	0	0	0	\$0

B. OTHER FIRE AND INCIDENTS

14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137)	0	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)	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)	0	0	0	\$0
19. TOTAL FOR FIRES (SHOULD BE SUM OF LINES 13 THROUGH 18)	1	0	0	\$0
20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381)	43			
21. False Alarm Responses (malicious or unintentional false calls, system malfunctions, bomb scares) (IT 700-746)	4			
22. Mutual Aid or Assistance Responses Given	1			
23. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431)	3			
23. Other Hazardous Conditions (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400)	2			
24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911)	17			
25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24)	71			

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	0
13. Structure Fires (line 13 above)	0	0

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)	3
4. Other False Alarms (bomb scares, etc.) (IT 721, 700)	0

INTENTIONALLY SET FIRES IN STRUCTURES AND VEHICLES		Numbers of Fires	Number of Civilian Fire		Estimated Property Damage and Contents from Fire
			Deaths	Injuries	
1.	Structure Fires Intentionally set	0	0	0	0
2.	Vehicle Fires Intentionally set	0	0	0	0

FIRE SERVICE EXPOSURES AND INJURIES						
1.	Total number of firefighters that were exposed to infectious diseases	0				
2.	Total Number of firefighters that were exposed to hazardous	0				
3.	Total number of nonfatal firefighter injuries during all types of duty	0				
	Nature of Most Serious Injury	Responding to or Returning from Incidents	At the Fire Ground	At Non-Fire Emergencies	Training	Other On-Duty
1.	Burns (PAS 12,13,14,15)	0	0	0	0	0
2a.	Smoke or Gas Inhalation(PAS 01,02)	0	0	0	0	0
2b.	Other Respiratory Distress (PAS 03,44,64,65)	0	0	0	0	0
3.	Burn and Smoke Inhalation PAS(11)	0	0	0	0	0
4.	Wound, Cut, Bleeding, Bruise (PAS 21-25,35,36,72,73)	0	0	0	0	0
5.	Dislocation, Fracture (PAS 31, 32, 63)	0	0	0	0	0
6.	Heart Attack or Stroke (PAS 41, 42, 43)	0	0	0	0	0
7.	Strain, Sprain, Muscular Pain (PAS 33, 34, and 98)	0	0	0	0	0
8.	Thermal Stress (frostbite, heat, exhaustion) (PAS 57, 83-85)	0	0	0	0	0
9.	Other (PAS All other codes)	0	0	0	0	0
10.	Total	0	0	0	0	0

FIREGROUND INJURIES BY CAUSE	
1.	Exposure to Fire Products (Cause 4, object 47-49, 53, 64):
2.	Exposure to Chemicals or Radiation(Cause 4, object 52,56):
3.	Fall, jump, slip, trip (cause 1 to 3):
4.	Overexertion, strain (cause 7):
5.	Contact with object (cause 6):
6.	Struck by (cause 5):
7.	Exteme weather (cause 4, object 62):
8.	Other:

THREE HIGHEST LOSS OF LIFE FIRES	THREE HIGHEST PROPERTY DAMAGE FIRES
NO LOSS OF LIFE EVENTS	NO PROPERTY DAMAGE EVENTS

Incident Run Log

Key Largo Fire Department

Date Range: From 02/01/2023 to 02/28/2023

Company: All Companies

Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Zip	Type	Lgth
02/10/2023	38032	2023-000126	14:30		18 MILE STRETCH / DADE		33037	Outside rubbish fire, other	1.8
02/26/2023	38032	2023-000159	00:16	225	2 CT WEST		33037	Rescue, EMS incident, other	0.2
02/26/2023	38032	2023-000160	11:17	149	BAHIA HONDA RD		33037	Rescue, EMS incident, other	0.0
02/26/2023	38032	2023-000161	13:17		GARDEN COVE DR / 106 MM O		33037	Rescue, EMS incident, other	0.2
02/26/2023	38032	2023-000162	20:00	1079	OVERSEAS HWY	112	33037	Rescue, EMS incident, other	0.0
02/03/2023	38032	2023-000093	14:10		1053 OVERSEAS HWY		33037-	Medical assist, assist EMS crew	0.5
02/07/2023	38032	2023-000109	15:42	225	UPPER MATECUMBE RD		33037	Medical assist, assist EMS crew	0.5
02/08/2023	38032	2023-000111	09:19	835	LARGO RD		33037	Medical assist, assist EMS crew	0.5
02/08/2023	38032	2023-000112	10:58	225	UPPER MATECUMBE RD		33037	Medical assist, assist EMS crew	0.0
02/08/2023	38032	2023-000116	19:57	809	LA PALOMA RD 102 MM OC		33037	Medical assist, assist EMS crew	0.0
02/09/2023	38032	2023-000120	18:31	196	BUTTONWOOD AV 101.5		33037	Medical assist, assist EMS crew	0.3
02/09/2023	38032	2023-000121	21:26	767	MUSA DR		33037	Medical assist, assist EMS crew	0.3
02/09/2023	38032	2023-000122	23:02	27	OCEAN DR 97 MM OC		33037	Medical assist, assist EMS crew	0.2
02/09/2023	38032	2023-000124	23:43	196	BUTTONWOOD AV 101.5		33037	Medical assist, assist EMS crew	0.6
02/11/2023	38032	2023-000130	04:10	196	BUTTONWOOD AV 101.5		33037	Medical assist, assist EMS crew	0.6
02/11/2023	38032	2023-000129	04:16	443	4 RD		33037	Medical assist, assist EMS crew	0.4
02/15/2023	38032	2023-000141	14:17		MARINA AVE 99.6 OC		33037	Medical assist, assist EMS crew	1.1
02/20/2023	38032	2023-000148	15:12	251	RYAN AVE		33037	Medical assist, assist EMS crew	0.5
02/25/2023	38032	2023-000158	19:39	23	OCEAN DR N C 1.		33037	Medical assist, assist EMS crew	0.1
02/08/2023	38032	2023-000110	09:30	1	EAST DR		33037-	EMS call, excluding vehicle accident with injury	0.4
02/10/2023	38032	2023-000125	14:00	20	OSPNEY RD		33037	EMS call, excluding vehicle accident with injury	0.5
02/10/2023	38032	2023-000127	17:31	260	LOWER MATECUMBE RD		33037	EMS call, excluding vehicle accident with injury	0.3
02/10/2023	38032	2023-000128	19:21	225	UPPER MATECUMBE RD		33037	EMS call, excluding vehicle accident with injury	0.4
02/11/2023	38032	2023-000132	22:58	575	HAZEL ST		33037	EMS call, excluding vehicle accident with injury	0.5
02/11/2023	38032	2023-000133	23:20	2	JANET PL		33037	EMS call, excluding vehicle accident with injury	0.7
02/12/2023	38032	2023-000134	23:20	299	MORRIS AVE MM112		33037-	EMS call, excluding vehicle accident with injury	0.6
02/13/2023	38032	2023-000137	12:00	1530	OCEAN BAY DR		33037	EMS call, excluding vehicle accident with injury	0.0
02/13/2023	38032	2023-000139	14:49		FLORIDA DR / 101 MM GU		33037	EMS call, excluding vehicle accident with injury	0.3
02/13/2023	38032	2023-000140	15:11	9934	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.5
02/17/2023	38032	2023-000144	14:44	999	MORRIS AVE		33037	EMS call, excluding vehicle accident with injury	0.6
02/27/2023	38032	2023-000163	14:58	220	REEF DR		33037-	EMS call, excluding vehicle accident with injury	1.1
02/28/2023	38032	2023-000164	00:02	263	LOEB AVE		33037	EMS call, excluding vehicle accident with injury	0.4
02/28/2023	38032	2023-000165	11:06	11	STILLWRIGHT WAY		33037	EMS call, excluding vehicle accident with injury	0.1
02/28/2023	38032	2023-000167	14:44	9961	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.1
02/28/2023	38032	2023-000168	17:55		SUNSET BLVD / 100 MM GULF		33037	EMS call, excluding vehicle accident with injury	0.1
02/28/2023	38032	2023-000169	18:00	21	GARDEN COVE DR - 106 MM		33037	EMS call, excluding vehicle accident with injury	1.0
02/01/2023	38032	2023-000091	09:16	102	US1			Motor vehicle accident with injuries	0.7
02/04/2023	38032	2023-000094	09:45	9943	OVERSEAS HWY			Motor vehicle accident with injuries	0.4
02/22/2023	38032	2023-000150	14:02	9981	OVERSEAS HWY		33037	Motor vehicle/pedestrian accident (MV Ped)	0.6
02/23/2023	38032	2023-000151	08:15		OCEAN DR / CR 905		33037	Motor vehicle/pedestrian accident (MV Ped)	0.8
02/20/2023	38032	2023-000147	14:31		TAYLOR DR / 104.8 MM OC		33037	Motor vehicle accident with no injuries.	0.4
02/23/2023	38032	2023-000153	13:36		US1		33037	Motor vehicle accident with no injuries.	0.4
02/25/2023	38032	2023-000156	18:53		CARD SOUND RD		33037	Motor vehicle accident with no injuries.	0.0
02/24/2023	38032	2023-000155	10:54	1062	OVERSEAS HWY		33037	Lock-in (if lock out , use 511)	0.2
02/28/2023	38032	2023-000170	23:22	1047	OVERSEAS HWY		33037	Combustible/flammable gas/liquid condition, other	0.4
02/17/2023	38032	2023-000145	17:14		CARIBBEAN DR / 99.6 MM OC		33037	Gasoline or other flammable liquid spill	0.4
02/28/2023	38032	2023-000166	12:32	325	CALUSA ST		33037	Gas leak (natural gas or LPG)	0.6
02/21/2023	38032	2023-000149	15:28	1017	OVERSEAS HWY		33037	Power line down	0.4
02/09/2023	38032	2023-000119	15:05		SHORELAND DR / 103.4 MM O		33037	Biological hazard, confirmed or suspected	1.7
02/13/2023	38032	2023-000138	12:27	9786	OVERSEAS HWY		33037	Assist police or other governmental agency	0.6
02/23/2023	38032	2023-000152	10:19	1026	OVERSEAS HWY		33037	Public service	1.7
02/08/2023	38032	2023-000113	13:38	985	VALENCIA RD		33037	Dispatched & canceled en route	0.1
02/08/2023	38032	2023-000114	19:42	9838	MARINERS AVE		33037-	Dispatched & canceled en route	0.0
02/11/2023	38032	2023-000131	17:18		US1		33037	Dispatched & canceled en route	0.0
02/17/2023	38032	2023-000146	17:51	838	SPOONBILL LN		33037	Dispatched & canceled en route	0.0
02/03/2023	38032	2023-000092	08:52	9760	OVERSEAS HWY		33037-	No incident found on arrival at dispatch address	0.2
02/08/2023	38032	2023-000117	21:37		OCEAN DR / 99.8 MM OC		33037	No incident found on arrival at dispatch address	0.1

Date	FDID	Incident#	Alarm	###	Address	Suite	Zip	Type	Lgth
02/06/2023	38032	2023-000095	03:49	1003	OVERSEAS HIGHWAY		33037-	Smoke detector activation due to malfunction	0.6
02/16/2023	38032	2023-000142	15:14	155	LONG KEY RD		33037	Smoke detector activation, no fire - unintentional	0.1
02/17/2023	38032	2023-000143	13:16	1024	OVERSEAS HWY		33037	Smoke detector activation, no fire - unintentional	0.2
02/06/2023	38032	2023-000096	05:03	9817	OVERSEAS HIGHWAY		33037-	Alarm system activation, no fire - unintentional	0.6
02/09/2023	38032	2023-000123	23:00	1002	OVERSEAS HWY		33037	Special type of incident, other	0.8
02/12/2023	38032	2023-000136	13:45	219	OLEANDER DR		33070	Special type of incident, other	0.6
02/23/2023	38032	2023-000154	21:30	9870	OVERSEAS HWY		33037-	Special type of incident, other	0.7
02/25/2023	38032	2023-000157	23:06	9871	OVERSEAS HWY		33037	Special type of incident, other	1.2
02/01/2023	38032	2023-000100	09:15		US1	SB	33037		0.0
02/05/2023	38032	2023-000104	10:46	9405	OVERSEAS HWY		33070		0.0
02/06/2023	38032	2023-000107	20:35	225	UPPER MATECUMBE RD		33037		0.0
02/07/2023	38032	2023-000108	05:14	1055	OVERSEAS HWY		33037		0.0
02/09/2023	38032	2023-000118	06:57	1079	OVERSEAS HWY		33037		0.0
02/12/2023	38032	2023-000135	07:02	738	LARGO RD		33037		0.0

Total Number of Incidents: 71
Total Length of Incidents: 29.7 Hours

11C



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: January 10, 2023 Hybrid Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes December 2022
6. Treasurer's Report December 2022
7. Committee Reports
8. Legal Report
9. Membership Review
 - A. Andy Bohl
 - B. Mike Samuels
10. Old Business
11. New Business
 - A. Financial status of the organization
 - B. Discussion of 5-year and 10-year plans
12. Membership Discussion
13. Adjournment



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Business Meeting
Date: January 10, 2023

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

1. Meeting was called to order at 7:11 pm by Jason Mumper.
2. **Approval of Agenda**
Travis Wilson seconded by Mike Jenkins moved approval of the amended agenda. Motion carried unanimously.
3. **Announcements**
 - Life Scan will begin this month
 - Recruitment is ongoing
 - Both engines are in service
4. **Public Comment** - None
5. **Approval of Minutes**
Mike Jenkins seconded by Travis Wilson moved approval of the December 2022 minutes. Motion carried unanimously.
6. **Approval of Treasurer's Report**
Mike Jenkins seconded by Travis Wilson moved approval of the December 2022 Treasurer's Report. Motion carried unanimously.
7. **Committee Reports** - None
8. **Legal Report** - None
9. **Membership Review**
 - Andy Bohl has been returned to active status
 - Upon motion and second by Mike Jenkins and Don Conord, Mike Samuels is reinstated.
10. **Old Business** - None
11. **New Business**
 - Discussion was held concerning the financial status of the corporation.
 - There was discussion concerning the need to update both the 5-year and 10-year plans.
12. **Membership Discussion** - None



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13. Adjournment

There being no further business, the meeting was adjourned at 7:31 pm upon motion and second by Mike Jenkins and Travis Wilson

Kay Cullen
Recording Secretary



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Business Meeting

DATE: February 14, 2023 Hybrid Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes January 2023
6. Treasurer's Report January 2023
7. Legal Report
8. Membership Review
 - A. John Michael Leave of Absence Request
9. Old Business
 - A. Donation Letter Update
10. New Business
11. Membership Discussion
12. Adjournment



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Business Meeting

Date: February 2023 Hybrid Meeting

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

1. Meeting was called to order at 7:00 pm by Jason Mumper.
2. **Approval of Agenda**
Michael Jenkins seconded by Don Conord moved approval of the agenda. Motion carried unanimously.
3. **Announcements**
 - Four new recruits have finished their 4 week training. Final scenarios will be held February 25th with the goal that the recruits start officially on March 1st.
 - An extrication tool grant application was submitted to the District.
4. **Public Comment** - None
5. **Approval of Minutes**
This item is deferred to the March agenda because the Recording Secretary inadvertently sent the wrong Minutes to the Board.
6. **Approval of Treasurer's Report**
Travis Wilson seconded by Michael Jenkins moved approval of the January 2023 Treasurer's Report. Motion carried unanimously.
7. **Legal Report** - None
8. **Membership Review**
 - A discussion was held concerning John Michael's request for a leave of absence. Upon motion and second by Michael Jenkins and Travis Wilson, the request was unanimously approved.
9. **Old Business**
The Request for Donations letter to the community is ready to distribute.
10. **New Business** - None
11. **Membership Discussion** - None
12. **Adjournment**
There being no further business, the meeting was adjourned at 7:07 pm upon motion and second by Travis Wilson and Don Conord.

Kay Cullen
Recording Secretary

**Key Largo Volunteer Fire Department
Treasurer's Report
January 2023**

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Tee Shirt</u>	<u>Total</u>
Beginning Balance	\$9,265.31	\$662.14	\$615.30	\$3.19	\$10,545.94
<u>Revenues</u>					
Revenues & Reimbursements	220,642.56				220,642.56
Donations					0.00
T-Shirts/Sweaters					0.00
Misc Income - State of FL					0.00
Interest	33.84	0.28	0.26		34.38
Total Revenues	220,676.40	0.28	0.26	0.00	<u>\$220,676.94</u>
<u>Expenditures</u>					
Payroll Expenses	128,394.94				128,394.94
Employee's Share Health Insurance	-1,729.74				-1,729.74
Health Insurance	12,216.22				12,216.22
Web Hosting					0.00
Bank Fees	35.00				35.00
Licenses & Permits					0.00
Background Checks					0.00
Utilities	742.38				742.38
Supplies	125.00				125.00
Dues & Subscriptions					0.00
Total Expenditures	139,783.80	0.00	0.00	0.00	<u>\$139,783.80</u>
Ending Balance	90,157.91	662.42	615.56	3.19	\$91,439.08
TRANSFERS		3.19		-3.19	0.00
Balance before Adjustment	90,157.91	665.61	615.56	0.00	\$91,439.08
Adjustment to arrive at Actual	-88.17	0.00	0.00	0.00	-88.17
ACTUAL BALANCE @ MO END	\$90,246.08	\$665.61	\$615.56	\$0.00	<u>\$91,527.25</u>
*Payroll Liabilities	-\$88.17				
Fixed Asset Purchases					
Total Adjustments	<u>-\$88.17</u>				

**Key Largo Volunteer Fire Department
Treasurer's Report
February 2023**

	<u>Payroll/Reimb</u>	<u>Corp Account</u>	<u>District Expenses</u>	<u>Total</u>
Beginning Balance	\$90,246.08	\$665.61	\$615.56	\$91,527.25
<u>Revenues</u>				
Revenues & Reimbursements	129,203.31			129,203.31
Donations				0.00
T-Shirts/Sweaters				0.00
Misc Income - State of FL				0.00
Interest	34.48	0.26	0.24	34.98
Total Revenues	129,237.79	0.26	0.24	<u>\$129,238.29</u>
<u>Expenditures</u>				
Payroll Expenses	122,131.11			122,131.11
Employee's Share Health Insurance	-1,729.74			-1,729.74
Health Insurance	12,899.79			12,899.79
Web Hosting				0.00
Bank Fees				0.00
Licenses & Permits				0.00
Background Checks				0.00
Utilities				0.00
Supplies	623.72			623.72
Dues & Subscriptions	14.99			14.99
Total Expenditures	133,939.87	0.00	0.00	<u>\$133,939.87</u>
Ending Balance	85,544.00	665.87	615.80	\$86,825.67
TRANSFERS				0.00
Balance before Adjustment	85,544.00	665.87	615.80	\$86,825.67
Adjustment to arrive at Actual	-8.65	0.00	0.00	-8.65
ACTUAL BALANCE @ MO END	\$85,552.65	\$665.87	\$615.80	<u>\$86,834.32</u>
*Payroll Liabilities	-\$8.65			
Fixed Asset Purchases				
Total Adjustments	<u>-8.65</u>			