



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/STRATEGIC PLANNING AMENDED¹ AGENDA

May 22, 2023

Members of the public who wish to comment on matters before the District Board may do so in person at 1 East Drive, Key Largo, Florida or online. Members of the public who virtually participate in the meeting must mute themselves until called upon to speak. Virtual Meeting Link: <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 May 22, 2023 District Meeting/Strategic Planning Amended Agenda*
- 2b. *Approval of April 24, 2023 District Meeting Minutes*
- 2c. *Strategic Planning Items*

3. PUBLIC COMMENT

4. CHAIRMAN REPORT

5. SECRETARY REPORT

6. OLD BUSINESS

DISCUSSION: Station 25 Generator Repair Quote

7. NEW BUSINESS

7a. *DISCUSSION/MOTION: Agreement between Key Largo Fire Rescue & Emergency Services District and The Florida Keys Aqueduct Authority for Installation and Maintenance of Fire Hydrants [Legal]*

8. LEGAL REPORT

9. FINANCE REPORT

- 9a. *DISCUSSION: KLFR&EMS FY 2023-2024 Proposed Budget [Johnson]*
- 9b. *DISCUSSION: KLFR&EMS District FY23 Quarterly Financial Report [Johnson]*

10. AMBULANCE CORPS REPORT

10a. *KLEMS Annual Report 2022*

¹ Amended to include back-up document to 7a.



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

- 10b. *April Business Meeting Agenda/Minutes*
- 10c. *April Treasurer's Report*
- 11. **FIRE DEPARTMENT REPORT**
 - 11a. *April Statistics*
 - 11b. *April Business Meeting Agenda/Minutes*
- 12. **COMMISSIONER ITEMS**
- 13. **NEXT MEETING**
 - 13a. *KLFREMS District Board Meeting June 12 or June 26, 2023*
- 14. **ADJOURN**

NEXT MEETINGS

June 12, 2023 District Meeting (if required)
June 26, 2023 District Meeting (if required)
June 12, 2023 KLVFD Budget Workshop (if required)

DOCUMENTS

Al 2b. *Draft District Meeting Minutes April 14, 2023*
Al 9a. *KLFR&EMS FY 2023-2024 Proposed Budget*
Al 9b. *KLFR&EMS District FY23 Quarterly Financial Report*
Al 10a. *KLVAC Annual Report 2022*
Al 10b. *KLVAC Meeting April Business Meeting Agenda/Minutes*
Al 10c. *KLVAC Treasurer's Report April 2023*
Al 11a. *KLVFD April Statistics*
Al 11b. *KLVFD Meeting March Business Meeting Agenda/Minutes*

*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 AGENDA

April 24, 2023

Members of the public who wish to comment on matters before the District Board may do so in person or online. Members of the public who virtually participate in the meeting must mute themselves until called upon to speak.

Virtual

Meeting

Link:

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

1. AGENDA

1a. *Call to Order*

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

1b. *Pledge of Allegiance*

Commissioner Conklin 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 April 24, 2023 Agenda*

Commissioner Conklin made a ***motion to approve*** April 24, 2023 District Meeting Agenda. Commissioner Powers second, and the Board unanimously passed the motion.

2b. *Approval of March 27, 2023 District Meeting Minutes*

Commissioner Power made a ***motion to approve*** the March 27, 2023 District Meeting Minutes with requested revision. Commissioner Edge 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. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

None

7. NEW BUSINESS

7a. DISCUSSION/MOTION: Station 24 AC System Repair Quotes (Jones)

Don Bock led a discussion regarding Station 24's AC system currently not functioning; leaking on the floor at the bottom of the unit. This unit was replaced in 2008. The department obtained three quotes with RexAir providing the most cost effective. Additionally, further discussions were had regarding the replacement of a UV light at the cost of \$350.00.

Commissioner Powers made a ***motion to approve*** replacement Station 24's AC system and the replacement of a UV light. Commissioner Conklin second, and the Board unanimously passed the motion.

7b. DISCUSSION/MOTION: Station 25 Generator Repair Quote (Jones)

A discussion was had regarding the repair of an 880 Amp, 3 phase breaker at a cost of \$8,000; which is not a guaranteed fix. A quote from the current vendor is at \$80,000. We are requesting the District's guidance as to spending \$8,300 for a non-guaranteed fix, or move forward with an RFP to replace. Commissioner Mirabella commented that he made inquiries with FKEC who suggest that a repair may fix the issue. He also questioned whether the breaker needs replacement on the control box or the generator. Commissioner Conklin found a breaker online in the \$1-\$4K. The generator was installed when the station was built. Hurricane season is approaching. Obtain additional quotes to repair; potentially piggyback on another agency to replace.

7c. DISCUSSION: BJM District Audit of KLFEMS (Jones)

Capt. Jones requested direction regarding district audit; tasked with both Fire and EMS. Fire completed their portion. There is a lot of information requested from EMS. Does this need to come from district as a whole? The Board gives Accounting permission to reach out to obtain information regarding completion of form.



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

7d. **DISCUSSION: Donation of Fire Gear Past 10 Year NFPA Lifespan to Ecuador (Jones)**

Capt. Jones led a discussion regarding gear past the 10 year lifespan or out of service. In 2017, the Department donated outdated equipment to either Ecuador or El Salvador. The Department has 14 sets of gear, helmets, boots, etc. that they would like to donate to another country that could benefit from this equipment. The Board agrees with donating the expired equipment. Capt. Jones will work on the logistics.

8. **LEGAL REPORT**

Attorney Bryan provides that the bid packet for Station 24's construction expansion is posted on DemandStar. We had potential bidders do a walkthrough; potential bidders were instructed to provide any questions in writing. Additional discussions were had regarding special districts which were added to the County's agenda. Potentially look into grant money/special funding from the County for building costs; awaiting bid process.

9. **FINANCE REPORT**

Jennifer Johnson is in receipt of preliminary budgets for fire/ambulance, which will be reviewed for and presented at the next meeting.

10. **AMBULANCE CORPS REPORT**

10a. ***March Statistics***

Scott Robinson advised that there were 207 total calls for the month; 63 of which were above MM103. There was a spike in volume last month. The totals for the year are 527; 155 north of MM103. A paramedic started, which puts them at 9. The 2023/24 preliminary budget has been submitted to J. Johnson; annual report should be completed by next month.

10b. ***March Business Meeting Agenda/Minutes***

No discussion.

10c. ***March Treasurer's Report***

No discussion.

11. **FIRE DEPARTMENT REPORT**

11a. ***March Statistics***



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

Capt. Garrido commented on the status of the portable generator to surplus to 5013c departments, which did not elicit any response. Capt. Garrido reached out the benevolent, who accepted the donation of the generator.

Capt. Jones is in the process of testing for the 2 open positions; 5 of which are within the voluntary ranks. Testing was completed and interviews will be scheduled; potentially starting the 1st or 2nd week of May. Juan Gomez resigned. The department is replacing one position that was approved in October for FY 2022/23 budget. In total, there is one replacement and with the addition of one other person. The only overtime position being filled is the position for the driver/engineer, which the department lost to Miami-Dade.

Chief Bock commented that there are now a total of 18 fulltime firefighters; 3 per station per day.

12. COMMISSIONER ITEMS

Commissioner Mirabella discussed attending Kaufman's. The board agreed that he should go this year to represent the department.

13. NEXT MEETING

13a. KLFREMS District Board Meeting May 8 or May 22

Motion: Commissioner Powers made a motion to **cancel the May 8, 2023 District and Strategic Planning Meeting**, unless required. Commissioner Conklin second, and the Board unanimously passed the motion.

14. ADJOURN

Commissioner Edge made a **Motion to Adjourn** at 6:28 PM. Commissioner Conklin second, and the motion was unanimously approved by the Board.

NEXT MEETINGS

May 8, 2023 District and Strategic Planning Meeting (if required)

May 22, 2023 District and Strategic Planning Meeting

DOCUMENTS

- AI 2b. Draft District Meeting Minutes March 27, 2023
- AI 7a. KLVFD AC Repair Quotes of Houston Air, Rex Air and Sub Zero Air
- AI 7b. KLVFD Station 25 Generator Repair Quote of Power Depot, Inc.
- AI 7c. KLVFD BJM Audit Performance
- AI 10a. KLVAC March Statistics
- AI 10b. KLVAC Meeting March Business Meeting Agenda/Minutes
- AI 10c. KLVAC Treasurer's Report March 2023



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

-
- Al 11a. *KLVFD March Statistics*
Al 11b. *KLVFD Meeting March Business Meeting Agenda/Minutes*
Al 11c. *KLVFD Treasurer's Report March 2023*

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

2c.

#	ASSIGNED TO	ACTION ITEMS	TARGET DATE	STATUS	Comments : 7/25/22 Strategic Workshop
19-006	JONES	Update Website User Friendliness (SP: Outreach)	2022 Ongoing		Status: Legal updated website to comply with new requirements of SB 1466(2022). Legal and Clerk continue to maintain website and tweak for user friendliness Legal directed to develop brief scope of work for potential hiring of dedicated web maintenance service. Vendor called 'Streamline' has offered to replace IONOS for web hosting, provide accessibility support, approx. \$200/month (not including domain registration, MS Office licenses, etc.). IONOS: \$193/3 months (hosting + domain registration); WordPlus Platform \$120/year; MS Office: \$35/month
19-007	KLVFD KLVAC Clerk	Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter	2022 Ongoing		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; 191118: Expand website home page; Facebook, explore Instagram & Snap Chat; 190708: Department will do Facebook, Clerk will do press releases, and Jones will explore Instagram.
20-002	BOARD	Review economic indicators and budget accordingly (T.2)	2022 (1st Quarter)		Status: Board and Finance continue to monitor economic indicators and budget accordingly. Budget largely fixed due to millage cap. Board previously agreed to briefly review this item on quarterly basis through November 2022 election for any drastic changes in economic circumstances.
20-003	JOHNSON	Review and update the Five-Year Capital Improvement Plan annually (T.3)	2022 Ongoing		200727: Finance distributed 5 Year Plan to Departments for updating and is awaiting information from the departments; 200210: Finance will distribute to departments; 191118: This item was moved to 2020, and Finance will send to departments for review; 190708: Finance sent out to department and will meet with departments; 190225: This is done during budget process.

CLOS ED ITEMS					
19-002	ALLEN	GENERAL FUNDING SOURCE - General Sales Tax SP (0.7.1)	2022 Ongoing		Status: Sales Surtax ILA with Monroe County renewed for 5-year term starting September 2021. \$150K per year. 1st year dedicated to Hydrant Phase 10. Remainder of proceeds may be dedicated to other eligible capital projects Station 24 Second Story drawings completed. Legal tasked with obtaining soft-cost estimate for construction, but having difficulty locating contractor willing to offer such estimate. Meeting with County Commissioner to be scheduled with Allen.
19-004	JONES	Identify Actions Necessary to Raise Millage	2022 Ongoing		Status: Board approved Resolution calling for ballot question raising max millage from 1.00 to 2.00. Legal transmitted to Elections Office, confirmed referendum on ballot for 11.8.22 election. Legal to issue required millage ads on 10/1; 10/15; 10/29. Per HB 921, District prohibited from spending public revenue to promote referendum.
19-005	JONES CONKLIN BOCK	Special Assessment & Cost Recovery: Fire Department (SP 0.7.3)	2022 Ongoing		Status: TABLED UNTIL AFTER NOVEMBER 2022. Legal met with KLVFD and KLVAC to develop list of potential items eligible for Special Assessment and Cost Recovery. Commissioners elected to pause consideration of this item pending outcome of voter referendum for increase of maximum millage rate.
20-004	JONES FAY	Identify Potential Legislation Important to District & Identify a District representative to represent the District, if/when required.	2021 (1st Qtr.)		Status: Legal continues to monitor Florida Legislative Session for newly enacted bills impacting District, KLVFD and KLVAC operations.
20-005	KLVFD KLVAC	Review Retention Incentives including 401K Match	2020 (2nd & 3rd Qtrs.)		Status: KLVAC raised its 401K match to 8% effective 10/1/21. Departments will discuss 401K increases further during next budget cycle
20-007	KLVFD KLVAC	Pursue additional grant funding (SP Funding)	2022 Ongoing		Status: KLVFD and KLVAC continue to monitor available grant opportunities. KLVFD opted not to apply for 2021 SAFER Grant due to employment requirements. Tabled until after November 2022 election.
20-008	CONKLIN BOCK	Community Support	2022 Ongoing		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; 190708: Departments worked with Wesley House for Christmas; an event will be held later this year. Fire Department may have cookout at National Night Out and may participate in cooking with Fire TV Show. FKCC is conducting a paramedic class at Coral Shores for the classroom work and will use the EMS Building for the lab portion of the class.
20-009	JOHNSON POWERS	Quarterly Department Meeting (SP S.3)	2020 Ongoing	Closed	This item is being closed.
20-011	THOMAS	Fire Hydrant Project Phase 9 (FY 2020-2021)	2020 (3rd Qtr.)	Closed	200727: & 200713: The Phase 9 Fire Hydrant List was submitted to FKAA for approval.
20-012	KLVFD	Prepare KLVFD Strategic Plan	Closed (Combined with		200727: This item was added to the District Action List.
20-013	KLVAC	Prepare KLVAC Strategic Plan	Closed (Combined with 20-00		200727: This item was added to the District Action List.
20-014	FACT-FINDING COMMITTEE	Fact-Finding Provide Business Plan to District Board.			200727: This item was added to the District Action List.
20-015	DISTRICT	District Prepare Business Plan (4 to 5 years)	Closed (Combined with 20-00		200727: This item was added to the District Action List.
20-018	Allen	IT Support	2023 (1st Quarter)		Status: Legal presented Board with list of IT duties on 3.28.22. Board agreed IT services distinct from web maintenance.
20-019	Edge/Garrido	Public Safety	2022 Ongoing		Status: No formal response from FDOT on request for lighting installation near MM104. "Lighting Justification Study" remains in Master Plan as Item 135, first step requiring coordination with stakeholders, to include KLFEMS District, FWC and FPL.
21-001	Edge	Fire Hydrant Project Phase 10 (2021-22)	2022 (3rd Quarter)	Closed	ITB 22-001 was issued and awarded to LaRocco. Phase 10 construction has begun and is expected to complete by 3rd Quarter 2022. Commissioner Edge continues to monitor progress

7a.

**AGREEMENT BETWEEN KEY LARGO FIRE RESCUE &
EMERGENCY SERVICES DISTRICT
AND
THE FLORIDA KEYS AQUEDUCT AUTHORITY
FOR INSTALLATION AND MAINTENANCE OF FIRE HYDRANTS**

THIS AGREEMENT, made and entered into this ____ day of _____, 20____, by and between the Florida Keys Aqueduct Authority, an independent special district of the State of Florida, hereinafter called and referred to as the “FKAA” and Key Largo Fire Rescue & Emergency Medical Services, a special District of the State of Florida, hereinafter called and referred to as “KEY LARGO FIRE RESCUE”.

WITNESSETH:

WHEREAS, KEY LARGO FIRE RESCUE and the FKAA are authorized to enter into this Agreement pursuant to Section 163.01, Florida Statutes, as amended, which permits local government units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, Section 2 of KEY LARGO FIRE RESCUE’s Charter expressly states the purpose of providing fire protection and firefighting services; and

WHEREAS, KEY LARGO FIRE RESCUE and the FKAA recognize that fire flow improvements will better ensure the protection of the public health, welfare and safety; and

WHEREAS, KEY LARGO FIRE RESCUE and the FKAA recognize that the majority of the water distribution system in Key Largo is not designed to provide fire flow; and

WHEREAS, the FKAA does not guarantee fire flow and the purpose of the fire hydrants will be to provide various locations to fill firefighting apparatus; and

WHEREAS, the FKAA recognizes that fire hydrants are useful for flushing distribution mains when necessary; and

WHEREAS, this Agreement shall only pertain to fire hydrants within Key Largo Fire District.

NOW THEREFORE, for and in consideration of the mutual covenants contained herein, the Parties to this Agreement agree as follows:

1. The recitals set forth above are hereby adopted and incorporated into this Agreement.
2. This Agreement shall be for a term of five (5) years. The term of this Agreement shall automatically renew on the sixtieth 60th month for one additional five (5) year term under

the same terms and conditions unless either party objects in writing within sixty (60) days prior to the end of the term.

3. Selection of hydrant locations for projects on the FKAA Water Distribution System Upgrade Plan shall proceed as follows:
 - a. KEY LARGO FIRE RESCUE will review design plans for projects on the FKAA Water Distribution System Upgrade Plan and recommend hydrant locations in writing to the FKAA. The FKAA will provide KEY LARGO FIRE RESCUE with design plans during preliminary design to allow for review and possible budget impact.
 - b. The FKAA will evaluate the technical and economic feasibility of recommended hydrant locations for the projects on the FKAA Water Distribution System Upgrade Plan. Technical feasibility will be based on Insurance Services Office (ISO) standards and the ability of the distribution system to supply a minimum flow of 250 gallons per minute (GPM) and a minimum line pressure of 20 pounds per square inch (psi). Direct connection of hydrants to the transmission main is prohibited by FKAA and will not be considered. Economic feasibility of hydrant locations will be based on the cost of hydrant installation being within 3% of the cost of the planned upgrade. The FKAA will notify KEY LARGO FIRE RESCUE in writing of the technical and economic feasibility of the recommended hydrant locations.
 - c. KEY LARGO FIRE RESCUE will respond to the FKAA within 30 days of notification from the FKAA, specifying the quantity and locations of hydrants to be installed. Only hydrants that are determined by the FKAA to be technically feasible will be installed. KEY LARGO may provide the funds for any hydrants to be installed that are determined by the FKAA to be technically feasible but not economically feasible, and which are not paid by developers of property as conditions of their building permits. KEY LARGO will state in writing if the funds are available for such hydrants and, if so, will reimburse the FKAA the actual costs for the hydrant installation within 30 days after the installation of the last hydrant on the project.
4. Selection of hydrant locations in areas not on the FKAA Water Distribution System Upgrade Plan shall proceed as follows:
 - a. KEY LARGO FIRE RESCUE, will recommend in writing to the FKAA, selected hydrant locations in areas not on the FKAA Water Distribution Upgrade Plan..
 - b. The FKAA will evaluate the technical feasibility of recommended hydrant locations for areas not on the FKAA Water Distribution System Upgrade Plan. Technical feasibility will be based on the ability of the distribution system to supply a minimum flow of 250 GPM and a minimum line pressure of 20 psi. Direct connection of hydrants to the transmission main is prohibited by the FKAA and

will not be considered. The FKAA will notify the KEY LARGO FIRE RESCUE in writing of the technical feasibility of the recommended hydrants.

- c. KEY LARGO FIRE RESCUE will respond to the FKAA by specifying the hydrants to be installed. Only hydrants that are determined by the FKAA to be technically feasible will be installed. KEY LARGO FIRE RESCUE will hire a FKAA qualified, properly licensed contractor to install the hydrants as per the current Florida Keys Aqueduct Authority Minimum Construction Standards and Specifications. KEY LARGO FIRE RESCUE shall pay for installation of hydrants which it contracts to have installed unless the hydrant installation is a condition of a third party obtaining a development permit of any kind, in which case the actual installation and cost shall be by the third party. Upon request by third party for a "Fire Protection Water Flow Test,"., herein shall be included as part of summary by FKAA, in accordance with current rates for such service. Hydrants located on Florida Department of Transportation right-of-way will require both a FDOT and FKAA permit. The FKAA will have to apply for the FDOT permit. Hydrants located on Key Largo right-of-way will require a FKAA permit. The FKAA permit fee at the time of this agreement is \$360.00 and is subject to change.
5. For hydrant locations that are determined to be not technically feasible, KEY LARGO FIRE RESCUE will evaluate the importance and priority of the hydrant locations. For hydrant locations that KEY LARGO FIRE RESCUE determines to be a priority, KEY LARGO FIRE RESCUE may allocate future budget amounts to improve the distribution system for future hydrant installation.
6. KEY LARGO FIRE RESCUE agrees to:
 - a. Reimburse the FKAA the costs for hydrant installation projects on the FKAA Water Distribution System Upgrade Plan in excess of 3% of the cost of the planned upgrade as described in Paragraph 3 as previously agreed to by KEY LARGO FIRE RESCUE.
 - b. Pay the FKAA \$50 per year per hydrant for annual service including inspection, maintenance and reporting, in accordance with NFPA 291 Recommended Practice for Fire Flow Testing and Marking Hydrants, and the furnishing of water to fill firefighting apparatus. This amount is due pursuant to the Florida Prompt Payment Act upon presentation to KEY LARGO FIRE RESCUE of a valid invoice.
 - c. Use water from hydrants only to fill firefighting apparatus for actual firefighting purposes and no other purpose such as firefighting practice.
 - d. Use hydrants in a manner protective of the FKAA distribution system and appurtenances. Reimburse the FKAA the costs to repair any damages caused by the improper use of the hydrants.

- e. Establish and adopt Standard Operating Procedures for the use of fire hydrants in accordance with this Agreement and nationally recognized standards.
 - f. Upon request by KEY LARGO FIRE RESCUE for a Fire Protection Water Flow test by FKAA, KEY LARGO FIRE RESCUE agrees to pay the current rate for such service.
7. The FKAA agrees to:
- a. Provide funding for hydrant installation for projects on the FKAA Water Distribution System Upgrade Plan not to exceed 3% of the cost of the planned upgrade.
 - b. Incorporate hydrants into the design, bidding and construction of projects on the FKAA Water Distribution System Upgrade Plan where determined to be technically and economically feasible or when determined to be technically feasible and funded by KEY LARGO FIRE RESCUE.
 - c. Oversee the installation of hydrants in areas not on the FKAA Distribution System Upgrade Plan when determined to be technically feasible and funded by KEY LARGO FIRE RESCUE.
 - d. Paint fire hydrants to indicate the available flow in accordance with NFPA 291 "Recommended Practice for Fire Flow Testing and Marking of Hydrants." All fire hydrants located in Key Largo are currently classified as Class C hydrants and the tops and nozzle caps should be painted red.
 - e. Inspect and maintain all fire hydrants on an annual basis.
 - f. Furnish water required for filling firefighting apparatus.
 - g. Bill KEY LARGO FIRE RESCUE annually for the service charge in the amount of \$50.00 per hydrant.
8. KEY LARGO FIRE RESCUE's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the District Board of Commissioners of the Key Largo Fire and EMS District.
9. This Agreement shall be executed in duplicate and KEY LARGO FIRE RESCUE shall retain one (1) copy and the FKAA shall retain one (1) copy. All copies shall be considered originals.
10. Any and all notices required or permitted to be given hereunder shall be deemed received five (5) days after same are deposited in the U.S. Mail sent via certified mail, return receipt requested.

All Notices to KEY LARGO FIRE RESCUE shall be sent to:

Key Largo Fire Rescue & Emergency Medical Services District
P.O. Box 371023
Key Largo, Florida 33037-1023
Attn: District Clerk

All Notices to the FKAA shall be sent to:

Florida Keys Aqueduct Authority
1100 Kennedy Drive
Key West, FL 33040
Attention: Gregory Veliz, Executive
Director

Florida Keys Aqueduct Authority
1100 Kennedy Drive
Key West, FL 33040
Attention: General Counsel

11. **INVALIDITY:** If any section, subsection, sentence, clause or provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected by such invalidity.
12. **AMENDMENT:** This Agreement may be amended only upon mutual consent of the parties. All amendments must be in writing and must be approved by the FKAA and KEY LARGO FIRE RESCUE.
13. **GOVERNING LAW AND VENUE:** This Agreement shall be construed in accordance with the laws of the State of Florida. Any dispute arising hereunder is subject to the laws of the State of Florida, with venue in Key Largo, Florida. The prevailing party shall be entitled to reasonable attorney's fees and costs incurred as a result of any action or proceeding under this Agreement.
14. **ASSIGNMENT:** Neither party may assign or transfer any interest in this Agreement without the prior written consent of both parties, except where assignment is dedicated by law. Should assignment occur, and where not prohibited by law, this Agreement shall inure the benefit of and be binding upon the parties and their respective heirs, representatives, successors and assigns.
15. **INDEMNIFICATION.** Only to the dollar value set forth in F.S. 768.28, the FKAA and KEY LARGO FIRE RESCUE shall indemnify and hold harmless each other from and against any and all claims, liabilities, damages, and expenses, including, without limitation, reasonable attorney's fees, incurred by the other in defending or compromising actions brought against it arising out of or related to the acts or omissions of the other, employees or officers in the provision of services or performance of duties hereunder. This provision shall in no way be construed to dictate that a party will be indemnified by the other party for its own negligence.
16. Nothing contained in this Section shall be construed to be a waiver by either party of any protections under sovereign immunity, Section 768.28 Florida Statutes, or any other similar provision of law. Nothing contained in this Section shall be construed to be a waiver by

either party to be sued by third parties in any matter arising out of this or any other Agreement.

17. ENTIRE AGREEMENT: The parties hereto agree that this is the final agreement between the parties, that it supersedes any and all prior agreements and/or assurances, be it oral or in writing.

18. IN WITNESS WHEREOF, the Florida Keys Aqueduct Authority Board of Directors has caused this Agreement to be signed in its name by its Executive Director and its seal to be affixed hereto, and the District Board of Commissioners of the Key Largo Fire Rescue & Medical Services District have caused this Agreement to be signed by the Chair on their behalf, on the date and year first above written.

FLORIDA KEYS AQUEDUCT
AUTHORITY
KEY WEST, FLORIDA

KEY LARGO FIRE RESCUE &
EMERGENCY MEDICAL SERVICES
DISTRICT

By: _____
Gregory Veliz, Executive Director

By: _____
Tony Allen, Chairman

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

By: _____
Shawn Smith, General Counsel

By: _____
District Attorney

(SEAL)

(SEAL)

ATTEST:

ATTEST:

By: _____

By: _____

FKAA Board Approved:

9a.

KEY LARGO FIRE RESCUE AND EMS DISTRICT FY 2023-2024 PROPOSED BUDGET

5/12/2023

REVENUES

	<i>Prior Year Millage Rate:</i>	1.0000
	<i>Taxable Value</i>	4,724,296,468
	<i>Millage Rate :</i>	1.3343
Ad Valorem Taxes (97% collection rate)	\$	6,114,520
Intergovernmental Revenue - Monroe County - Contribution for Capital Infrastructure <small>(\$150,000 for capital outlay)</small>		150,000
Interest Income		4,800
Total Revenues	\$	6,269,320
UNASSIGNED FUND BALANCE OCT 1, 2023		5,311,308
COMMITTED FOR VEH REPL FUND BALANCE OCT 1, 2023		861,461
TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES	\$	12,442,089

EXPENDITURES

Key Largo Fire/EMS District Board		
Operating Expenditures	\$	393,596
Reserve Transfers		275,000
Subtotal District Board	\$	668,596
Key Largo Fire & Rescue		
Operating Expenditures	\$	2,865,084
Capital Outlay		322,110
Subtotal Key Largo Volunteer Fire Department	\$	3,187,194
Key Largo Ambulance		
Operating Expenditures	\$	2,296,212
Capital Outlay		117,500
Subtotal Key Largo Volunteer Ambulance Corp.	\$	2,413,712
Total Expenditures & Transfers	\$	6,269,502
FUND BALANCE		
UNASSIGNED FUND BALANCE SEPT 30, 2024		5,311,126
COMMITTED FOR VEH REPL FUND BALANCE SEPT 30, 2024		1,136,461
TOTAL EXPENDITURES & FUND BALANCES	\$	12,442,089

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - DISTRICT

Department: 1100 District Board
Exp Transaction Code 511 (except as indicated below)

Acct #	Computation / Explanation	FY 23-24 Proposed Budget	FY 22-23 Adopted Budget	FY 22-23 Actuals YTD	FY22-23 Projected Actuals	Budget Increase / (Decrease)
110	Board Member Stipends					
	5 Members @ \$ 350 / month x 12 months	21,000	21,000	12,250	21,000	-
210	FICA Taxes: @ 7.65 % of Wages	1,607	1,607	937	1,607	-
511.240	Worker's Compensation	1,000	1,000	752	752	-
514.310	Legal Services	45,000	45,000	30,460	52,217	-
512.311	District Clerk Services	19,000	19,000	-	-	-
512.312	Professional Services (IT)	7,200	7,200	-	-	-
513.320	Accounting and Financial Services					-
.01	District Audit	10,000	10,000	5,000	10,000	-
.02	Financial and Accounting Services	60,000	60,000	17,060	29,246	-
	<i>Total Accounting & Financial Services</i>	70,000	70,000	22,060	39,246	-
400	Travel & Per Diem - Training, Seminars, Meetings	4,000	4,000	-	1,200	-
450	Insurance & Risk Management:					
	Public Position Bond	100	100	100	100	-
	General & Mgt Liability, Commercial Auto and Excess Liability	2,133	2,133	1,788	1,788	-
	<i>Total Risk Management</i>	2,233	2,233	1,888	1,888	-
470	Printing and Binding	3,000	3,000	-	-	-
490	General Departmental: Miscellaneous Expenses					
.01	MoCo Property Appraiser Charges	68,579	68,579	61,166	81,555	-
.02	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)	137,477	137,477	134,648	134,648	-
.03	Discretionary Expenditures	1,000	1,000	20	20	-
	<i>Total General Departmental</i>	207,056	207,056	195,834	216,223	-
411	Advertising	5,500	5,500	2,662	4,563	-
510	Office Supplies & Equipment	1,000	1,000	290	290	-

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - DISTRICT

Department: 1100 District Board
Exp Transaction Code 511 (except as indicated below)

Acct #	Computation / Explanation	FY 23-24 Proposed Budget	FY 22-23 Adopted Budget	FY 22-23 Actuals YTD	FY22-23 Projected Actuals	Budget Increase / (Decrease)
540	Dues, Subscriptions and Publications	6,000	6,000	3,756	3,756	-
Department Total Operations		\$ 393,596	\$ 393,596	\$ 270,889	\$ 342,742	\$ -
919	Transfer to Committed Funds for Vehicle & Equipment Replacement	275,000	275,000	137,500	275,000	-
Department Total Including Transfers to Reserves		\$ 668,596	\$ 668,596	\$ 408,389	\$ 617,742	\$ -

Total Operating Budget	393,596	393,596
Total Capital & Reserve Budget	<u>275,000</u>	<u>275,000</u>
Total	668,596	668,596

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - FIRE DEPARTMENT

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget	FY 22-23 Adopted Budget	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
120	Regular Salaries & Wages:					
	Administrative Stipend (\$1,000 per month 3-Captains Handling Admin. Duties) (\$250 per month for 1 Lieutenant handling all vehicle maintenance coordination & scheduling)	39,000	27,000	13,500	27,000	12,000
.02	Career Staffing Salaries to Include Incentive Pay (2 Additional FF/EMT Positions #19 & #20)	1,421,082	1,209,900	610,232	1,046,112	211,182
	<i>Total Regular Salaries & Wages</i>	1,460,082	1,236,900	623,732	1,073,112	223,182
121	Volunteer Pay:					
.01	Volunteer Chief's Reimbursement - Chief has declined	-	-	-	-	-
.02	Volunteer Assistant Chief's Reimbursement	-	-	-	-	-
.03	Volunteer firefighters (Station 24 and Station 25)	82,000	82,000	45,942	91,884	-
	<i>Total Volunteer Pay</i>	82,000	82,000	45,942	91,884	-
140	Overtime wages - Increased for WC injuries, covid leave, medical leave, etc...	200,000	210,000	108,608	186,185	(10,000)
210	Employer Payroll Taxes @ 7.65% of Pay	117,969	116,961	60,795	103,365	1,008
220	Retirement Plan - 401(k) (10%, increased by 2%) includes volunteers however, no participation expected.	154,208	105,512	28,278	48,477	48,696
230	Employee Insurance Benefits					
	Medical/Dental/Vision/Life Insurance for Full Time Employees - \$725 per employee (20) per month as well as 10% on top to account for insurance premium increase.	191,400	156,600	87,652	131,478	34,800
	Statutory AD&D	2,928	2,928	-	2,055	-
	<i>Total Insurance Benefits</i>	194,328	159,528	87,652	133,533	34,800
240	Worker's Compensation	55,572	55,572	60,841	60,841	-
250	Unemployment Tax	2,835	2,835	12	2,835	-
312	Professional Services:					
	Grant Writing Services - Upcoming AFG & SAFER grant	5,000	3,000	2,600	-	2,000
	Firefighter Annual Physicals	20,000	20,000	15,315	15,483	-
	Background Checks, Drug Testing, Drivers License Checks	1,000	1,000	100	171	-
	<i>Total Professional Services</i>	26,000	24,000	18,015	15,654	2,000
314	Legal Services (Requires District Board Approval)	-	-	-	-	-
320	Accounting Fees - Increased for additional FF/EMT position	15,000	15,000	5,520	9,463	-

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - FIRE DEPARTMENT

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget	FY 22-23 Adopted Budget	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
400	Travel & Per Diem - (Greater FL Fire School, Orlando Fire Conference, Seminars, etc.)	2,500	1,000	-	-	1,500
410	Phones, Television & Internet (Station Phones, Air Cards) approx. \$1200 per month for all	15,000	15,000	9,517	16,315	-
411	Advertising	520	520	-	-	-
412	Postage & Freight	520	520	187	321	-
430	Utilities					
.01	Electric	28,000	28,000	17,508	30,014	-
.02	Water	9,000	9,000	5,328	9,134	-
.03	Fire Hydrant Maintenance @ \$50 per hydrant	16,700	15,700	13,650	13,650	1,000
.04	Propane Gas	400	400	461	790	-
.07	TV Service	5,500	5,500	3,409	5,844	-
	<i>Total Utilities</i>	59,600	58,600	40,356	59,432	1,000
440	Rent & Leases:					
	Station 24 Copier/Scanner/Fax Lease	3,550	3,550	2,115	3,626	-
	Oxygen Tank Rental	1,500	1,500	430	737	-
	Annual Lease Payment - DEP Station 25 Property	300	300	-	300	-
	ESO Database NFRIS Incident Reporting Program Support and Maintenance & SmartCop CAD	15,761	7,500	5,980	7,100	8,261
	Software - Fire Manager Scheduling and Time & Attendance Software	2,600	2,200	2,587	2,587	400
	<i>Total Rent & Leases</i>	23,711	15,050	11,112	14,350	8,661
450	Risk Management					
	Package Policy (Property, General & Mgmt. Liability, Portable Equip, Umbrella & Auto)	58,129	54,052	59,852	59,852	4,077
	Cancer Benefit Insurance (New FL Statue)	2,090	1,595	2,090	2,090	495
	Accident and Sickness	5,926	5,935	5,926	5,926	(9)
	Storage Tank Liability	1,723	1,714	1,856	1,856	9
	<i>Total Risk Management</i>	67,868	63,296	69,724	69,724	4,572
460	Repair & Maintenance: Equipment	30,050	25,500	14,083	24,142	4,550

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - FIRE DEPARTMENT

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget	FY 22-23 Adopted Budget	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
461	Repair & Maintenance: Buildings & Grounds	82,705	58,645	27,048	46,368	24,060
462	Repair & Maintenance: Vehicles	60,000	56,100	27,749	47,570	3,900
470	Printing and Binding	104	104	-	-	-
490	General Departmental: General Office & Administrative Costs					
.05	Other including Recruitment & Retention	1,500	1,500	-	-	-
.06	Computer/IT services	7,500	7,500	4,617	7,167	-
<i>Total General Departmental</i>		9,000	9,000	4,617	7,167	-
491	Training - Instructor Fees, Education, Student Text and Fire Prevention					
.01	In-house training courses (Outside/In-house instructors/vendors)	28,720	34,200	4,342	9,443	(5,480)
.02	Out of area training	16,000	2,500	-	-	13,500
.03	Fire Prevention (KLVFD Only) - Fire Safety Demonstrations at School	3,500	3,000	1,501	3,647	500
.04	Education & Text Books	1,000	1,000	4,416	7,570	-
.05	KAPLAN online education (40 firefighters) - Less members	3,000	3,000	4,500	4,500	-
<i>Total Training</i>		52,220	43,700	14,759	25,160	8,520
510	Office Supplies	3,000	3,500	3,511	5,267	(500)
520	Operating Supplies					
.01	Fire Ground Safety (highway vests, cones, etc.)	1,000	1,000	4,367	7,486	-
.02	Daily Operating/Maintenance Supplies including small tools less then 1k	50,000	41,702	10,372	17,781	8,298
.03	Medical Supplies & Equipment	8,000	8,000	5,621	9,636	-
.05	Station Cleaning/Housekeeping Supplies	5,000	5,000	3,201	5,487	-
.06	Firefighting Gear - (including helmets, gloves, hoods, boots, coat & pants)	45,000	28,000	3,115	11,340	17,000
.07	Clothing, Apparel - Pants, extrication gloves, tee shirts, patches, etc.	9,000	9,000	5,307	9,098	-
.08	Fire fighting Foam or suppression agent	8,000	8,000	-	5,400	-
<i>Total Operating Supplies</i>		126,000	100,702	31,983	66,228	25,298

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - FIRE DEPARTMENT

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget	FY 22-23 Adopted Budget	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
521	Fuel: Gasoline (for portable equipment)	100	100	36	62	-
522	Fuel: Diesel	20,000	20,000	22,632	38,798	-
540	Dues, Subscriptions and Publications	4,192	4,192	1,905	4,292	-
620	Capital Outlay: Buildings Station 24 Second Story	-	-	-	-	-
<i>Total Capital Outlay: Buildings</i>		-	-	-	-	-
630	Capital Outlay: Infrastructure Improvements - Fire Hydrants \$150,000 from Monroe County ILA	150,000	150,000	-	-	-
<i>Total Capital Outlay: Infrastructure Improvements - Fire Hydrants</i>		150,000	150,000	-	-	-
640	Capital Outlay: Equipment	-	-	15,218	15,218	-
	Fuel Pump Upgrades	-	15,000	9,540	9,540	(15,000)
	Vetter Lift Bags for E25	-	5,000	4,461	4,461	(5,000)
	Toughbook CF-33 to replace L25 CF-31	-	3,500	-	-	(3,500)
	Blitzfire Ground monitor for E25	7,110	-	-	-	7,110
	ESO for NFRIS Reporting and Database	150,000	-	-	-	150,000
	Hurst Saltwater Submersible Extraction Tools x 2 full sets - <i>If not awarded AFG.</i>	5,000	5,000	3,135	3,135	-
	Vent Saws	-	14,000	14,057	14,057	(14,000)
	FireCom Cab Communication Headsets for S24 and L25	-	-	-	-	-
<i>Total Capital Outlay: Equipment</i>		162,110	42,500	46,411	46,411	119,610
641	Capital Outlay: Small Tools & Equipment Various Tools, Equipment, etc. Costing >\$1,000 but < \$ 5,000 per each item and a useful life of 1 year or more	10,000	10,000	5,319	10,000	-

<i>Total Operating Budget</i>	2,865,084	2,483,837	1,318,614	2,150,545	381,247
<i>Total Capital Budget</i>	322,110	202,500	51,730	56,411	119,610
<i>Total</i>	3,187,194	2,686,337	1,370,344	2,206,956	500,857

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - AMBULANCE CORP

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget 3 Rescues	FY 22-23 Adopted Budget 2 Rescues	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
120	Regular Salaries & Wages:					
.01	Administrative (1 Position) includes Step Raise of 0.50/hr	46,051	45,994	10,114	24,274	57
	Paramedic Payroll - updated to meet MCFR Starting Pay with wage compression and 8 additional personnel (six for 3rd Rescue plus two additional for R23/123 staffing)			see net figure below	see net figure below	
.02		1,258,146	597,919			660,227
	Less: EMS Income Applied to Offset Reimbursement	(285,000)	(250,000)	see net figure below	see net figure below	(35,000)
	Total Paramedic Payroll Reimbursement	973,146	347,919	163,344	280,018	625,227
	Total Regular Salaries & Wages	1,019,197	393,913	173,458	304,292	625,284
121	Volunteer Pay: Volunteer Reimbursement - Includes \$500 per month for Deputy Chief of Administration	96,000	106,102	36,222	72,444	(10,102)
140	Overtime Wages includes 8-hours weekly OT per employee	245,849	88,400	88,400	88,400	157,449
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	125,923	64,139	23,165	59,902	61,784
220	Retirement Contributions - 401K	40,000	20,000	3,206	6,412	20,000
230	Benefits for full-time medics (up to \$750 per mo. each FT emp. for health)	162,000	87,000	26,643	45,674	75,000
240	Worker's Compensation	52,000	26,000	20,428	26,075	26,000
250	Re-employment Tax	900	300	132	300	600
312	Professional Services: Medical Director, etc.				-	
.02	Medical Director	18,543	18,543	12,000	18,000	-
.03	Background Checks, drug testing	2,500	2,000	645	995	500
.04	Other - Grant Writing	2,500	2,100	-	-	400
	Total Professional Services	23,543	22,643	12,645	18,995	900
320	Accounting and Financial Services addition of 8 personnel	20,000	12,480	5,986	10,262	7,520
400	Travel & Per Diem - Training, Seminars, Meetings	2,500	1,500	-	-	1,000
410	Station Phone Services: (4 phone & 2 fax lines), DSL/Internet, Wireless Air Cards for laptops in trucks	20,500	20,000	10,147	17,395	500

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - AMBULANCE CORP

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget 3 Rescues	FY 22-23 Adopted Budget 2 Rescues	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
411	Advertising	2,500	2,500	115	400	-
412	Postage & Freight	400	350	165	350	50
430	Utilities					
.05	Electric & Propane	13,000	12,500	8,163	13,994	500
.06	Water	1,750	2,000	505	866	(250)
	<i>Total Utilities</i>	14,750	14,500	8,668	14,860	250
440	Rental Equipment - O2 rental bottles, etc.	8,000	7,500	2,985	5,970	500
450	Insurance & Risk Management - <i>have not received new quotes yet</i>					
	Fire/Wind/Flood	47,500	46,012	55,122	55,122	1,488
	Auto & Umbrella	20,000	15,548	20,978	20,978	4,452
	Disability Insurance (All Members) -	5,000	4,000	5,811	5,811	1,000
	<i>Total Insurance & Risk Management</i>	72,500	65,560	81,911	81,911	6,940
460	Repair & Maintenance: Equipment	45,000	40,000	10,309	20,618	5,000
461	Repair & Maintenance: Buildings <i>replace crew quarters furniture</i>	29,000	24,000	9,517	19,034	5,000
462	Repair & Maintenance: Vehicles	40,000	40,000	7,475	14,950	-
470	Printing and Binding	2,000	1,400	-	1,275	600
490	General Departmental: Miscellaneous Expenses					
.08	Computer R&M <i>GoDaddy- 3K, ESO - 7K, Aladec -5K, IT work - 4K, Chief360 - 0.7K, Adobe Pro - 0.25K</i>	20,000	13,000	1,021	2,042	7,000
.10	Employee Assistance Program (program through AETNA approx. \$2 per month per member)	2,000	1,600	540	1,080	400
.12	Membership & Retention	4,000	2,500	560	1,300	1,500
	<i>Total General Departmental</i>	26,000	17,100	2,121	4,422	8,900

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - AMBULANCE CORP

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget 3 Rescues	FY 22-23 Adopted Budget 2 Rescues	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
491	Training - Instructor Fees, Education					
.07	ACLS/PALS (taught in alternating years)	2,000	1,600	-	-	400
.10	Misc. Training/Books & pig tracheas	1,750	1,000	619	936	750
.20	Kaplan online training for members (45 @ \$40 each)	3,000	1,900	1,935	1,935	1,100
.25	Advanced Airway Management	2,500	2,500	-	-	-
	<i>Total Training</i>	11,900	7,000	2,554	7,114	4,900
510	Office Supplies	6,750	6,500	1,211	2,076	250
520	Operating Supplies addition of 3rd Rescue					
.09	Station Supplies: Ambulance & Building	15,000	10,000	6,539	11,210	5,000
.10	Medical Supplies: Bandages/First Aid/Drip Sets	80,000	67,500	29,599	50,741	12,500
.11	Uniforms, Clothing and Apparel, Membership Supplies	10,000	7,500	2,100	3,600	2,500
.12	Small Tools: over \$1,000 but under \$5,000 - 2 PCR Tablet upgrade - 3K, 2 Video Laryngoscope - 3.5K, Ice Machine for Rehab - under 5K, plus misc - 3.5K.	14,000	6,000	-	-	8,000
	<i>Total Operating Supplies</i>	119,000	91,000	38,238	65,551	28,000
522	Fuel: Diesel addition of 3rd Rescue	50,000	35,000	8,426	20,222	15,000
524	Medicine & Drugs : Supplies: Medicine & Controlled Substances	47,500	35,000	4,916	9,832	12,500
540	Dues, Subscriptions and Publications	12,500	12,500	15,605	15,605	-
643	Capital Outlay: Buildings					
	Replace entryway awnings	-	-	2,559	2,559	-
	<i>Total Capital Outlay: Buildings</i>	-	-	2,559	2,559	-

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
BUDGET DETAILS - AMBULANCE CORP

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

Acct #	Computation / Explanation	FY 23-24 Proposed Budget 3 Rescues	FY 22-23 Adopted Budget 2 Rescues	FY 22-23 Actuals YTD	FY 22-23 Projected Actuals	Budget Increase / (Decrease)
640	Capital Outlay: Equipment					
	PowerLoad for extra rescue	-	21,500	-	21,500	(21,500)
	1 Lucas/ Auto Pulse	22,500	-	-	-	22,500
	2 Lifepak 15	83,500	-	18,365	18,365	83,500
	Ice Machine	5,000	-	-	-	5,000
	Employee ID Badge Printer	-	-	-	-	-
	<i>Total Capital Outlay: Equipment</i>	111,000	21,500	18,365	39,865	89,500
641	Capital Outlay: Small Tools & Equipment					
	Various Tools, Equipment, etc. Costing >\$1,000 but < \$ 5,000 per each item and a useful life of 1 year or more	6,500	-	-	-	6,500

Department Total

<i>Total Operating Budget</i>	2,296,212	1,242,387	594,648	934,341	1,053,825
<i>Total Capital Budget</i>	<u>117,500</u>	<u>21,500</u>	<u>20,924</u>	<u>42,424</u>	<u>96,000</u>
<i>Total</i>	<u>2,413,712</u>	<u>1,263,887</u>	<u>615,572</u>	<u>976,765</u>	<u>1,149,825</u>

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2023-2024
VEHICLE REPLACEMENT SCHEDULE

5/12/2023

Year	Beginning Balance	Contributions	Purchases & Other Distributions	Ending Balance	Vehicle to be Replaced
09/30/23	\$ 586,461	\$ 275,000	\$ -	\$ 861,461	
09/30/24	861,461	275,000	-	1,136,461	
09/30/25	1,136,461	275,000	(285,877)	1,125,584	ambulance (new in 2015)
09/30/26	1,125,584	275,000	(294,453)	1,106,131	ambulance (new in 2016)
09/30/27	1,106,131	275,000	-	1,381,131	
09/30/28	1,381,131	275,000	-	1,656,131	
09/30/29	1,656,131	275,000	-	1,931,131	
09/30/30	1,931,131	275,000	(357,657)	1,848,474	ambulance (new in 2020)
09/30/31	1,848,474	275,000	(311,453)	1,812,021	ambulance (new in 2021)
09/30/32	1,812,021	275,000	(814,132)	1,272,889	E25
09/30/33	1,272,889	275,000	(838,556)	709,333	E24
09/30/34	709,333	275,000	(513,315)	471,018	Tanker
09/30/35	471,018	300,000	(350,543)	420,475	ambulance (new in 2025)
09/30/36	420,475	300,000	(361,059)	359,416	ambulance (new in 2026)
09/30/37	359,416	300,000	-	659,416	
09/30/38	659,416	300,000	-	959,416	
09/30/39	959,416	300,000	(1,224,468)	34,948	Ladder

Equipment/Vehicle Type	Dept	Unit #	Year New	Service Life	Replace Year	Years to Replacement	Estimated Replacement Cost in FY23
Technical Rescue Pumper	Fire Rescue	SQUAD-24	2013	20	NA	NA	-
Tanker/Pumper	Fire Rescue	TANKER-24	2014	20	2034	11	339,362
Ladder / Pumper	Fire Rescue	LADDER-24	2014	25	2039	16	698,297
Class A Engine	Fire Rescue	ENGINE-25	2017	15	2032	9	571,016
Class A Engine	Fire Rescue	ENGINE-24	2018	15	2033	10	571,016
Cascade Air Fill & Lighting Truck	Fire Rescue	AIR-24	2022	20	2042	19	256,957

Type III Ambulance	EMS		2022	10	2032	9	246,600
Type III Ambulance	EMS		2022	10	2032	9	246,600
Type III Ambulance	EMS		2015	10	2025	2	246,600
Type III Ambulance	EMS		2016	10	2026	3	246,600

9b.

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
JANUARY, FEBRUARY, MARCH 2023 & YTD ACTUALS VERSUS BUDGET

	<u>Jan 23</u>	<u>Feb 23</u>	<u>Mar 23</u>	<u>Oct '22 - Mar 23</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue						
311.000 · Ad Valorem Taxes	300,073.33	0.00	308,639.61	4,141,446.85	4,582,568.00	90.37%
338. 338.002 · ILA Remib Frm Monroe County	0.00	0.00	0.00	0.00	150,000.00	0.00
361. 361.100 · Interest	2,783.78	7,401.59	8,071.37	19,468.13	4,800.00	4.06
369.901 · Miscellaneous Revenue	10,267.00	-7,276.95	0.00	2,990.05	0.00	100.0%
Total Revenue	<u>313,124.11</u>	<u>124.64</u>	<u>316,710.98</u>	<u>4,163,905.03</u>	<u>4,737,368.00</u>	<u>87.9%</u>
Expenditures						
1100 · District Board						
511.110 · Board Member Stipends	1,750.00	1,750.00	1,750.00	10,500.00	21,000.00	50.0%
511.210 · FICA/Medicare	133.90	133.85	133.90	803.25	1,607.00	49.98%
511.240 · Workmens Compensation Insurance	0.00	0.00	0.00	752.00	1,000.00	75.2%
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	264.11	50.17	35.00	1,589.18	5,500.00	28.89%
511.450 · Insurance & Risk Management						
450.01 · Bond	0.00	0.00	29.17	100.00	100.00	100.0%
450.02 · Portfolio Policy & Auto	0.00	0.00	0.00	1,787.89	2,133.00	83.82%
Total 511.450 · Insurance & Risk Management	<u>0.00</u>	<u>0.00</u>	<u>29.17</u>	<u>1,887.89</u>	<u>2,233.00</u>	<u>84.55%</u>
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	8,965.07	0.00	9,212.58	124,151.77	137,477.00	90.31%
490.02 · Property Appraiser Fees	0.00	0.00	0.00	40,777.22	68,579.00	59.46%
490.03 · Other	0.00	20.00	0.00	20.00	1,000.00	2.0%
Total 511.490 · General Departmental	<u>8,965.07</u>	<u>20.00</u>	<u>9,212.58</u>	<u>164,948.99</u>	<u>207,056.00</u>	<u>79.66%</u>
511.510 · Office Supplies	0.00	0.00	0.00	0.00	1,000.00	0.0%
511.540 · Dues, Subscriptions	0.00	0.00	0.00	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	0.00	0.00	5,000.00	10,000.00	50.0%
513.02 · Financial and Accounting	2,440.74	2,829.30	3,129.00	15,785.99	60,000.00	26.31%
Total 513.320 · Accounting & Financial Svcs	<u>2,440.74</u>	<u>2,829.30</u>	<u>3,129.00</u>	<u>20,785.99</u>	<u>70,000.00</u>	<u>29.69%</u>

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
JANUARY, FEBRUARY, MARCH 2023 & YTD ACTUALS VERSUS BUDGET

	Jan 23	Feb 23	Mar 23	Oct '22 - Mar 23	Budget	% of Budget
514.310 · Legal Services (Prof Svcs)						
310.01 · Non- Litigation	0.00	0.00	0.00	18,831.13	45,000.00	41.85%
Total 514.310 · Legal Services (Prof Svcs)	0.00	0.00	0.00	18,831.13	45,000.00	41.85%
Total 1100 · District Board	13,553.82	4,783.32	14,289.65	223,854.10	393,596.00	56.87%
1250 · Key Largo Volunteer Fire						
522.120 · Regular Salaries & Wages						
120.04 · Firefighters	127,875.24	80,488.58	86,339.56	521,109.42	1,209,900.00	43.07%
120.06 · Administrative Stipend	2,250.00	2,250.00	2,250.00	13,500.00	27,000.00	50.0%
Total 522.120 · Regular Salaries & Wages	130,125.24	82,738.58	88,589.56	534,609.42	1,236,900.00	43.22%
522.121 · Volunteer Pay						
121.03 · Volunteer/Line Officer Reim.	9,839.97	6,865.03	8,069.55	45,941.96	82,000.00	56.03%
Total 522.121 · Volunteer Pay	9,839.97	6,865.03	8,069.55	45,941.96	82,000.00	56.03%
522.140 · Overtime Wages	27,924.24	14,838.16	6,904.32	98,915.44	210,000.00	47.1%
522.210 · FICA/Medicare	12,841.41	7,989.80	8,988.63	53,235.38	116,961.00	45.52%
522.220 · Retirement Benefits	4,669.09	3,922.84	3,741.45	24,453.98	105,512.00	23.18%
522.230 · Life & Health Insurance	21,337.39	1,697.36	20,323.60	76,641.64	159,528.00	48.04%
522.240 · Workers Compensation	0.00	0.00	0.00	60,841.39	55,572.00	109.48%
522.250 · Unemployment Tax	0.00	0.00	0.00	12.38	2,835.00	0.44%
522.312 · Professional Services						
312.03 · Grant Writing Services	0.00	1,100.00	0.00	2,600.00	3,000.00	86.67%
312.04 · Annual Physicals	14,734.00	0.00	0.00	14,734.00	20,000.00	73.67%
312.05 · Background checks & Drug Testin	0.00	0.00	0.00	100.00	1,000.00	10.0%
Total 522.312 · Professional Services	14,734.00	1,100.00	0.00	17,434.00	24,000.00	72.64%
522.320 · Accounting & Financial Svcs	1,200.90	0.00	1,654.28	5,520.19	15,000.00	36.8%
522.400 · Travel & Per Diem	0.00	0.00	0.00	0.00	1,000.00	0.0%
522.410 · Phones - Station Phones, Cell	2,204.16	-333.60	2,344.12	8,192.65	15,000.00	54.62%
522.411 · Advertising	0.00	0.00	0.00	0.00	520.00	0.0%
522.412 · Postage & Freight	21.42	0.00	0.00	186.70	520.00	35.9%
522.430 · Utilities						
430.01 · Electric	2,093.40	2,277.16	2,267.56	15,301.99	28,000.00	54.65%
430.02 · Water	820.11	790.86	814.39	4,908.56	9,000.00	54.54%
430.03 · Fire Hydrant Maintenance	0.00	0.00	0.00	13,650.00	15,700.00	86.94%

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
JANUARY, FEBRUARY, MARCH 2023 & YTD ACTUALS VERSUS BUDGET

	Jan 23	Feb 23	Mar 23	Oct '22 - Mar 23	Budget	% of Budget
430.04 · Propane Gas	80.00	60.00	0.00	436.74	400.00	109.19%
430.07 · TV Service	433.22	439.46	439.46	2,957.35	5,500.00	53.77%
Total 522.430 · Utilities	3,426.73	3,567.48	3,521.41	37,254.64	58,600.00	63.57%
522.440 · Rent & Leases						
440.01 · Copier/Scanner/Fax Lease	326.09	293.10	293.10	1,821.59	3,550.00	51.31%
440.02 · Oxygen Tank Rental	0.00	150.92	81.11	429.90	1,500.00	28.66%
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	5,979.86	0.00	0.00	5,979.86	7,500.00	79.73%
440.05 · Fire Manager- Schedule & Time	0.00	0.00	0.00	2,587.00	2,200.00	117.59%
Total 522.440 · Rent & Leases	6,305.95	444.02	374.21	10,818.35	15,050.00	71.88%
522.450 · Insurance & Risk Management						
450.03 · Package Policy	0.00	0.00	0.00	59,852.04	54,052.00	110.73%
450.04 · Accident & Sickness	0.00	0.00	2,963.00	5,926.00	5,935.00	99.85%
450.07 · Storage Tank Liability	0.00	0.00	0.00	1,856.40	1,714.00	108.31%
450.11 · Cancer Policy	0.00	0.00	0.00	2,090.00	1,595.00	131.03%
Total 522.450 · Insurance & Risk Management	0.00	0.00	2,963.00	69,724.44	63,296.00	110.16%
522.46 · Repair & Maintenance						
522.460 · Repair & Maint - Equipment	6,206.86	1,874.51	390.00	12,034.27	25,500.00	47.19%
522.461 · Repair & Maint - Buildings	2,548.84	3,380.96	1,679.00	22,738.37	58,645.00	38.77%
522.462 · Repair & Maint - Vehicles	13,776.40	0.00	6,850.38	27,695.07	56,100.00	49.37%
Total 522.46 · Repair & Maintenance	22,532.10	5,255.47	8,919.38	62,467.71	140,245.00	44.54%
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	1,105.00	510.00	510.00	3,639.85	7,500.00	48.53%
Total 522.490 · General Departmental	1,105.00	510.00	510.00	3,639.85	9,000.00	40.44%
522.491 · Training						
491.01 · Instructor Fees	1,639.51	2,207.59	494.83	4,341.93	34,200.00	12.7%
491.03 · Fire Prevention	0.00	0.00	0.00	1,501.16	3,000.00	50.04%
491.04 · Education, Student Text	773.72	2,178.00	0.00	3,218.83	1,000.00	321.88%
491.05 · KAPLAN online Education	0.00	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%

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
JANUARY, FEBRUARY, MARCH 2023 & YTD ACTUALS VERSUS BUDGET

	Jan 23	Feb 23	Mar 23	Oct '22 - Mar 23	Budget	% of Budget
Total 522.491 · Training	2,413.23	4,385.59	494.83	13,561.92	43,700.00	31.03%
522.510 · Office Supplies	124.00	0.00	165.00	3,341.31	3,500.00	95.47%
522.520 · Operating Supplies						
520.01 · Fire Ground Safety	0.00	1,443.46	0.00	1,443.46	1,000.00	144.35%
520.02 · Daily Operating/Maint Supplies	661.21	7,072.89	80.32	10,327.10	41,702.00	24.76%
520.03 · Medical Supplies & Equipment	1,607.77	216.86	772.07	4,375.64	8,000.00	54.7%
520.05 · Stat Cleaning/Hskping Supplies	168.84	340.05	240.52	2,917.91	5,000.00	58.36%
520.06 · Firefighting Gear	0.00	0.00	1,188.00	1,188.00	28,000.00	4.24%
520.07 · Clothing & Apparel	0.00	79.96	1,024.81	5,306.98	9,000.00	58.97%
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	2,437.82	9,153.22	3,305.72	25,559.09	100,702.00	25.38%
522.521 · Fuel - Gasoline	0.00	0.00	35.66	35.66	100.00	35.66%
522.522 · Fuel - Diesel	6,431.49	-1,609.78	0.00	8,223.29	20,000.00	41.12%
522.540 · Dues, Subscriptions	1,904.90	0.00	0.00	1,904.90	4,192.00	45.44%
522.6 · Capital Expenditures						
522.630 · Capital Outlay-Infr. Imprvmnts	0.00	0.00	0.00	0.00	150,000.00	0.0%
522.640 · Capital Outlay - Equipment	4,461.02	17,192.27	9,540.00	46,411.29	42,500.00	109.2%
522.642 · Capital - Small Tools & Equip	0.00	1,714.00	1,549.99	5,318.94	10,000.00	53.19%
Total 522.6 · Capital Expenditures	4,461.02	18,906.27	11,089.99	51,730.23	202,500.00	25.55%
Total 1250 · Key Largo Volunteer Fire	276,040.06	159,430.44	171,994.71	1,214,246.52	2,686,337.00	45.2%
1300 · Key Largo EMS						
526.120 · Regular Salaries & Wages						
120.01 · Administrative Payroll	7,424.82	1,000.00	0.00	10,114.30	45,994.00	21.99%
120.02 · Paramedic Payroll	127,786.83	0.00	0.00	163,344.18	347,919.00	46.95%
Total 526.120 · Regular Salaries & Wages	135,211.65	1,000.00	0.00	173,458.48	393,913.00	44.04%
526.121 · Volunteer Pay	6,799.10	6,234.40	6,731.65	36,222.30	106,148.00	34.12%
526.140 · Overtime Wages	67,258.78	0.00	0.00	88,400.00	88,400.00	100.0%
526.210 · FICA/Medicare	16,293.95	553.42	514.96	23,164.55	64,142.00	36.11%
526.220 · Retirement Contributions	1,531.20	591.94	192.14	3,206.03	20,000.00	16.03%
526.230 · Life & Health Insurance	2,961.84	2,529.62	2,703.50	20,457.93	87,000.00	23.52%
526.240 · Worker's Compensation	0.00	0.00	0.00	20,427.61	26,000.00	78.57%
526.250 · Unemployment Tax	81.27	20.92	20.92	132.08	300.00	44.03%

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
JANUARY, FEBRUARY, MARCH 2023 & YTD ACTUALS VERSUS BUDGET

	Jan 23	Feb 23	Mar 23	Oct '22 - Mar 23	Budget	% of Budget
526.312 · Professional Services						
312.02 · Medical Director	1,500.00	1,500.00	1,500.00	9,000.00	18,543.00	48.54%
312.06 · Drug Testing & Background Check	45.00	135.00	0.00	645.00	2,000.00	32.25%
312.07 · Grant Writing Services	0.00	0.00	0.00	0.00	2,100.00	0.0%
Total 526.312 · Professional Services	1,545.00	1,635.00	1,500.00	9,645.00	22,643.00	42.6%
526.320 · Accounting & Financial Svcs	373.75	1,552.67	1,018.37	5,985.68	12,480.00	47.96%
526.400 · Travel & Per Diem	0.00	0.00	0.00	0.00	1,500.00	0.0%
526.410 · Phones, Station & Cell	1,283.81	1,555.48	1,452.46	8,865.11	20,000.00	44.33%
526.411 · Advertising	115.00	0.00	0.00	115.00	2,500.00	4.6%
526.412 · Postage & Freight	0.00	126.00	28.75	154.75	350.00	44.21%
526.430 · Utilities						
430.05 · Electric & Propane	915.53	747.96	1,160.30	6,986.89	12,500.00	55.9%
430.06 · Water	59.55	0.00	266.94	505.14	2,000.00	25.26%
Total 526.430 · Utilities	975.08	747.96	1,427.24	7,492.03	14,500.00	51.67%
526.440 · Rental & Leases	435.18	435.18	435.18	2,550.13	7,500.00	34.0%
526.450 · Insurance & Risk Management						
450.08 · Package Policy	0.00	0.00	11,089.76	32,942.76	46,012.00	71.6%
450.09 · Auto	0.00	0.00	7,334.00	14,156.00	15,548.00	91.05%
450.10 · Disability Insurance	0.00	0.00	5,810.88	5,810.88	4,000.00	145.27%
Total 526.450 · Insurance & Risk Management	0.00	0.00	24,234.64	52,909.64	65,560.00	80.7%
526.46 · Repair & Maintenance						
526.460 · Repair & Maint - Equipment	4,026.39	1,983.60	654.32	8,748.30	40,000.00	21.87%
526.461 · Repair & Maint - Buildings	1,323.10	1,816.51	2,293.62	8,835.76	24,000.00	36.82%
526.462 · Repair & Maint - Vehicles	3,608.11	0.00	388.86	7,475.35	40,000.00	18.69%
Total 526.46 · Repair & Maintenance	8,957.60	3,800.11	3,336.80	25,059.41	104,000.00	24.1%
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	42.34	302.49	344.83	13,000.00	2.65%
490.10 · Employee Assistance Program	0.00	90.00	180.00	450.00	1,600.00	28.13%
490.12 · Membership & Retention	0.00	560.00	0.00	560.00	2,500.00	22.4%
Total 526.490 · General Dept. - Misc.	0.00	692.34	482.49	1,354.83	17,100.00	7.92%
526.491 · Training - Instructor Fees, Edu						

KEY LARGO FIRE RESCUE AND EMS DISTRICT
FISCAL YEAR 22-23
JANUARY, FEBRUARY, MARCH 2023 & YTD ACTUALS VERSUS BUDGET

	<u>Jan 23</u>	<u>Feb 23</u>	<u>Mar 23</u>	<u>Oct '22 - Mar 23</u>	<u>Budget</u>	<u>% of Budget</u>
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	0.00	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	0.00	0.00	0.00	1,935.00	1,900.00	101.84%
Total 526.491 · Training - Instructor Fees, Edu	0.00	0.00	0.00	2,554.20	7,000.00	36.49%
526.510 · Office Supplies	67.04	88.82	874.86	1,210.61	6,500.00	18.63%
526.520 · Operating Supplies						
520.09 · Station Supplies	200.16	2,199.15	984.02	6,266.13	10,000.00	62.66%
520.10 · Medical Supplies	4,449.00	5,004.20	4,414.21	26,765.79	67,500.00	39.65%
520.11 · Uniforms & Membership Supplies	0.00	-260.00	1,800.00	2,100.00	7,500.00	28.0%
520.13 · Small Tools	0.00	0.00	0.00	0.00	6,000.00	0.0%
Total 526.520 · Operating Supplies	4,649.16	6,943.35	7,198.23	35,131.92	91,000.00	38.61%
526.522 · Fuel - Diesel	1,538.53	1,609.78	0.00	8,245.55	35,000.00	23.56%
526.524 · Medicine & Drugs	0.00	1,483.66	1,736.44	4,916.42	35,000.00	14.05%
526.540 · Dues, Subscriptions	1,335.00	0.00	4,354.00	12,871.78	12,500.00	102.97%
526.6 · Capital Expenditures						
526.620 · Capital Outlay - Buildings	0.00	0.00	0.00	2,559.37	0.00	100.0%
526.640 · Capital Outlay - Equipment	0.00	0.00	0.00	18,365.00	21,500.00	85.42%
Total 526.6 · Capital Expenditures	0.00	0.00	0.00	20,924.37	21,500.00	97.32%
Total 1300 · Key Largo EMS	251,412.94	31,600.65	58,242.63	565,455.41	1,263,936.00	44.74%
Total Expenditures	541,006.82	195,814.41	244,526.99	2,003,556.03	4,343,869.00	-185.61%
 Net Excess/(Deficiency) of Revenues Over/(Under) Expenditures	 -227,882.71	 -195,689.77	 72,183.99	 2,160,349.00	 393,499.00	
511.911 · Transfer to Vehicle Replacement Fund	22,916.63	22,916.67	22,916.67	137,500.02	275,000.00	
Net Excess/(Deficiency) of Revenues Over/(Under) Expenditures after transfer to Reserves	-250,799.34	-218,606.44	49,267.32	2,022,848.98	118,499.00	

10a.



KEY LARGO EMS ANNUAL REPORT 2022

Table of Contents

Mission Statement / Vision and Values	pg. 2
History and Background	pg. 3
Board of Directors	pg. 4
Organizational Chart	pg. 5-7
Recruitment	pg. 8
Statistics	pg. 9-10
Services	pg. 11
Challenges /Equipment /Achievements	pg. 12
Future of Department	pg. 13



“EXCELLENCE THROUGH COMMUNITY SERVICE”

Mission Statement:

The mission of the Key Largo Volunteer Ambulance Corps is to provide excellent, professional and compassionate medical care for our community.

Our Vision

- It is the goal of Key Largo Vol. Ambulance Corps to provide the highest level of care to the citizens and visitors of Key Largo.
- To create an environment that will help our members further their goals.
- Making a difference... one patient at a time

Our Values

- **Safety:** Safety in our Operations and in our Community through education, through training and leading by example.
- **Professionalism:** To be viewed in the eyes of our community as professionals both on and off duty.
- **Caring & Compassion:** Being supportive of our patients and their families, our members, friends and neighbors through teamwork.
- **Advocacy:** Performing in the best interests of our patients, our community, our Corps and its members.
- **Progressive:** To be known as a quality organization focusing on training, mentoring best practices, and community relations.
- **Teamwork:** Through teamwork, there is no failure. We always look forward and learn from the past.

Key Largo EMS Funding

- KLVAC is a non-profit 501.c.3 Corporation.
- KLVAC is funded by property taxes collected and budgeted by the Key Largo Fire & EMS District, revenue generated from “billing patients for transport services” and through donations.

History of the Department:

In 1955 the Ladies Auxiliary of the Key Largo Volunteer Fire Department formed a “Band- Aid Brigade”. This continued until 1971 when they were formally named Key Largo Volunteer Ambulance Corps., Incorporated. A few years later KLVAC became the first Volunteer EMS service in the state to be granted an ALS license, thanks to the hard work of Doris Kemp and her colleagues. In 1974 the Corps. moved into their new EMS station located at the 9816m. This building was built by volunteers and members of the community with money from donations.

1991 KLVAC became a hybrid system with a few paid paramedics & mostly volunteer EMT’s/First responders. New crew quarters and ambulance garage were built on the north end of the station (with money from patient transfer billing & donations from the community) in 2004.

The Key Largo Fire Rescue & Emergency Medical Services District was established on June 8, 2005 when Governor Bush approved Florida Statute 2005-329 that created the 68th Special Taxing District in the State of Florida.

Today Key Largo Vol. Ambulance Corps is an ALS service with 4 Rescue trucks, 2 of which run 24/7. Current membership is approximately 35 - 40 personnel including Paramedics and EMT’s.



Doris Kemp, Chris Duffe, Claire Martin (l. to r.) approx. 1980

Board of Directors of Key Largo EMS

2021-2022

President- Scott Robinson- EMT, Deputy Chief of Administration, Member of KLVAC member since 1997.

Vice President- Dawn DeBrule- Resident since 1990, former business owner and Board member for Key Largo Chamber of Commerce for six years and is actively involved in the community and is a former volunteer EMT.

Board of Director – Brenda Beckmann- EMT-P, RN, starting in 1991 she has been a Volunteer for 32 years, teaching EMT class for the community college. She was also a past president.

Treasure- Tess Marra, EMT, member since 2006, resident of Monroe County since 1982, CPR instructor.

Board of Director – Adam Schussheim, EMT-P Joined Key Largo EMS in 2015. Adam serves as a department Lieutenant/Logistics officer and Career employee.

Chief, Donald Bock, EMT-P, KLVAC member since 1987, Monroe County Resident since 1970. He joined Key Largo Volunteer Fire in 1976 and has been involved in both paid and volunteer fire rescue services ever since.



Top Photo: Rescue 23 at Mariners ED Bay



Bottom Photo: Rescue 23 & 123 Prepared for the 4th of July Parade



Back of Truck during 4th of July Parade

Leadership

Chief of Key Largo EMS: Donald Bock

Deputy Chief of Operations: TBA

Deputy Chief of Administration:
Scott Robinson

Corporate Secretary: Kay Cullen

Office Manager: Courtney Orr

Medical Director: Dr. Thomas Morrison

EMS Captain: TBA

Logistics Officer: Lt. Adam Schussheim

Training Officer: Sarah Straub

Quality and Assurance Officer:
Lt. Roxana Perez

Safety Officer:TBA

Infection Control Officer: Brenda Beckmann

Scheduling Officers: Lt. Roxana Perez and Tess Marra



Chief of the Department: Chief Donald Bock



Deputy Chief of Administration: Scott Robinson

Medical Director

- Dr. Thomas Morrison plays a huge role at Key Largo EMS. As the medical director he provides his expertise in emergency care in our community and helps our department create medical protocols. Dr. Morrison participates in hands on training for our crew members as well as quarterly case reviews where our EMT's and Paramedics can continue their education.



Medical Director Dr. Thomas Morrison

Logistics

- Logistics Officer, Lt. Adam Schussheim duties are to assist and maintain all medical/operational supplies. During the pandemic Lt. Schussheim was a key member in communication with local and state suppliers in order to make sure the department maintained appropriate PPE for all employees.



Logistics Officer: Lt. Adam Schussheim

Quality Assurance

- Q/A Officer, Lt. Roxana Perez, reviews run reports monthly to ensure accuracy and quality control. She works alongside the training officer and the Medical Director to ensure that proper protocols are being followed.



Q/A Officer: Lt. Roxana Perez

Training

- Training Officer, Sarah Straub duties are to assist with coordination of and training the members of KLVAC.
- Implementing monthly online continuing education requirements for both paid paramedics and volunteers. By completing CEU's monthly, it will fulfill mandatory State hours to renew certifications and keep our members up to date with any new medical advances and ready for any emergency coming their way.

ACLS, PALS PHTLS, CPR, Stroke, Advance Airway

- In service training on all newly purchased equipment
- Training from outside instructors that teach specialties from other departments.
- We have new training equipment which provides a more life-like hands-on training for the members



Training Officer: Sarah Straub

Recruitment Process

Key Largo EMS at the end of 2022 currently has a total of 31 members which include 7 Full-time paramedics, 7 Part-time paramedics and a total of 17 volunteers which all hold an EMT or Paramedic certifications. Potential candidates are required to do a written test, demonstrate hands-on skills and is followed by an oral interview. New hires are welcomed during an orientation period where they are introduced to the department and given all materials needed to prepare them for their first day on duty. All new member's are required to complete training shifts specific to their position, a training packet outlining department operations and hands-on skills.





KEY LARGO EMS MONTHLY CALL STATISTICS 2022

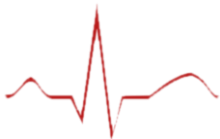
Total Year Up to Date	1855
Total Year Up to Date >103MM	558
Last Updated: 1/07/2023	

TYPE OF CALLS	ALS	BLS	BACK-UP	PEDIATRIC	TRAUMA ALERTS	CARDIAC ARRESTS	PUBLIC ASSISTS	STAND-BY	FIRES	CANCEL	REFUSALS	TRANSPORTS	MUTUAL AID	MM >103	TOTAL CALLS
JANUARY	101	25	31	7	1	0	20	3	0	4	24	126	6	44	177
FEBRUARY	61	18	19	1	2	1	14	2	0	5	36	79	1	38	136
MARCH	82	24	29	5	2	3	17	3	0	9	40	106	1	49	175
APRIL	81	21	14	7	2	2	22	3	0	8	29	102	1	46	164
MAY	70	25	24	20	1	1	20	2	0	7	39	95	0	45	163
JUNE	77	24	25	10	0	0	19	2	2	5	32	101	1	53	161
JULY	97	17	22	5	2	0	17	2	0	11	53	114	3	57	197
AUGUST	80	16	18	7	1	1	11	1		5	26	96	0	53	139
SEPTEMBER	77	14	15	9	1	1	4	0		11	27	91	0	40	133
OCTOBER	62	18	8	3	1	0	18	0	1	2	22	80	2	45	123
NOVEMBER	71	13	12	1	2	4	9	2	1	10	35	84	2	42	141
DECEMBER	82	20	19	7	2	2	7	1		7	29	102		46	146

Yearly Statistics

Key Largo EMS responds to any emergency from the 112mm to the 95mm our fleet includes 2 ALS ambulances stationed at the 98mm. As our community continues to grow emergencies are inevitable and we are prepared and equipped to help our community along with our Key Largo Fire Department. In 2022 Key Largo EMS had an average response time of 7.5 min and a total of 1855 calls and 236 back up calls. Back up calls are when our second unit is activated to respond to secondary calls as our primary unit may already be out in the field responding to a medical emergency.

Calls For Service Highlights



ALS - 941



BLS - 235

2022 Total Calls - 1855

Services

Public Naloxone (Narcan) Program

The department has a Narcan program that provides a free kit to the citizens of Key Largo.



Training/Education

KL VAC is a satellite campus for FKCC and EEII, training First Responders, EMTs, and Paramedics. CPR and first aid



Public Assist

In addition to the regular calls, Key Largo EMS responded to an additional 200 calls that consisted of stand by and public assistance, Public assists" are calls for service where the department helps people that are not in need of medical help; they need assistance into their home, down their stairs or to be picked up from the floor after a slip or fall.



In order to protect our patient's privacy Key Largo EMS does not take any action images during medical emergencies. Above you will find our crews sharpening their skills while on downtime by creating real life like scenarios in order to continue providing excellent care.

Challenges

- With serving 11,500 to 12,447 people depending on time of the year based on Census there is a large increase of seasonal population during the winter months.
- Maintaining the right personnel in the best positions to help our department grow and move forward to be one of the top departments is a goal for members.



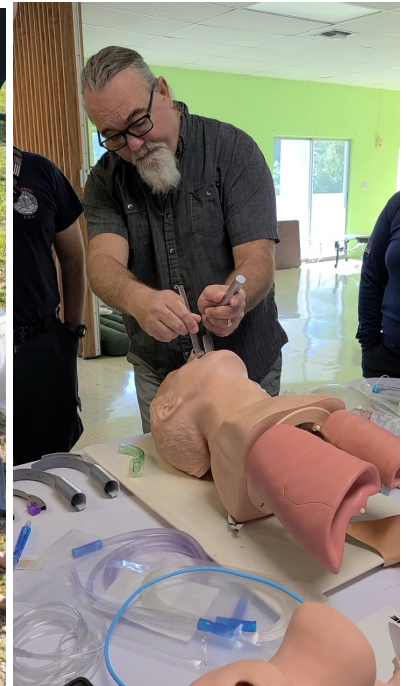
Top: Wounded Warrior Soldier Ride

Bottom Left: National Night Out Community Event

Bottom Right: Hands-on training with Medical Director Dr. Morrison

Equipment

- In 2022 we continued with the progress of becoming paperless. Ipads were added to the trucks in order to document and upload electronic patient reports to receiving facilities. This improves communication between the field and hospital personnel.
- Also in 2022 KLEMS added 2 new ford ALS trucks that are designed to keep maintenance cost lower and are state-of-the-art. KLEMS is grateful to the Citizens and the District for making this happen.



Achievements

- Key Largo EMS & Key Largo Fire Department participated in a Boot Drive to raise money for the Hurricane Ian. Together a total of **\$9,000** were raised for the victims



Future of Department

- FIRST AND FOREMOST WE AT KLEMS WOULD LIKE TO THANK THE CITIZENS AND THE KEY LARGO EMS DISTRICT YOUR ONGOING DEDICATION AND SUPPORT IS GREATLY APPRECIATED
- For most of 2022 KLEMS has been planning to increase the EMS services in our community. Adding a third rescue truck to the north end zone is an integral part of that planning along with increasing and retaining qualified staffing. The third rescue truck will enhance service and reduce response times.
- By updating our SOP's and medical protocols along with having state-of-the-art equipment, trucks and highly qualified personnel the future of KLEMS is bright.
- Through teamwork comes success. Working together with the Key Largo Fire Ems District and the Key Largo Fire Department, we are dedicated to make Key Largo a safer place for Citizens and Visitors to live and enjoy.



"KEEPERS OF THE KEY"

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: April 11, 2023 Hybrid Meeting

1. Call to Order
2. Approval of Agenda
3. Announcements
4. Public Comment
5. Approval of Minutes March 2023
6. Treasurer's Report March 2023
7. Legal Report
8. Membership Review
 - A. Requests for Reimbursement for Andres Alvarez and Dairon Molineo
9. Old Business
10. New Business
 - A. Fiscal Year 23/24 Budget Review
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: April 11, 2023

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 6:34 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

- Kay Cullen will be relocating to South Carolina but will continue to serve as Recording Secretary.
- Two contracts with EMS Training Academy and AMA have been signed for training students.
- There were 207 calls in March.
- There are now 9 full-time employees.

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

5. Approval of Minutes

Dawn DeBrule seconded by Tess Marra moved approval of the March 2023 minutes. Motion carried unanimously.

6. Treasurer's Report

Tess Marra reported a balance of \$ 32,010.02 as of March 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 requests for reimbursement from Alvarez and Molinedo. After discussion, upon motion and second by Dawn DeBrule and Adam Schussheim, the requests were unanimously approved.

9. **Old Business** - None



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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

10. New Business

A discussion was held concerning the draft 23/24 fiscal year budget. Upon motion and second by Dawn DeBrule and Adam Schussheim, the draft budget was unanimously approved with the discussed changes to be made prior to submission to the District.

11. Membership Discussion

No discussion.

12. Adjournment

There being no further business, Dawn DeBrule seconded by Adam Schussheim moved adjournment. Motion carried. Meeting adjourned at 7:05 pm.

Kay Cullen
Recording Secretary

10c.

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

	Billing Account	Corp Account	Building Account	CPR Account	Total
Beginning Balance	\$159,328.98	\$274.90	\$168,829.39	\$576.75	\$329,010.02
<u>Revenues</u>					
Interest	58.25	0.73	69.38	0.24	128.60
Medical Fees	21,981.31				21,981.31
Medical Transcripts					0.00
KL Fire Rescue & EMS Reimb	5,422.74				5,422.74
Donations					0.00
Educational Income					0.00
Uncollected Income/Adjustmts	-70,189.71				-70,189.71
Misc Income					0.00
Total Revenues	-\$42,727.41	\$0.73	\$69.38	\$0.24	-\$42,657.06
<u>Expenditures</u>					
Advertising	2,493.12				2,493.12
Medical Billing Refunds	25.00				25.00
Payroll Expenses	66,623.49	7,272.17			73,895.66
Licenses & Permits		475.00			475.00
Professional Fees	1,314.77				1,314.77
Supplies		20.99			20.99
Bank Service Charges	61.66	35.00			96.66
Miscellaneous	34.50				34.50
Meals & Entertainment		400.00			400.00
Dues & Memberships	239.88				239.88
Total Expenditures	\$70,792.42	\$8,203.16	\$0.00	\$0.00	\$78,995.58
Ending Balance	\$45,809.15	-\$7,927.53	\$168,898.77	\$576.99	\$207,357.38
TRANSFERS	(5,000.00)	5,000.00	0.00	0.00	0.00
Balance before Adjustment	40,809.15	-2,927.53	168,898.77	576.99	207,357.38
Adjustment to arrive at Actual	63,627.97	6,463.21	0.00	0.00	70,091.18
ACTUAL BALANCE @ MO END	\$104,437.12	\$3,535.68	\$168,898.77	\$576.99	<u>\$277,448.56</u>

11a.

Incident Run Log

Key Largo Fire Department

Date Range: From 4/1/2023 to 4/30/2023

Company: All Companies

Sorted by: Not selected

Date	FDID	Incident#	Alarm	###	Address	Suite	Zip	Type	Lgth
04/29/2023	38032	2023-000315	16:27	107	TAVERN DR		33070	Building fire	0.0
04/29/2023	38032	2023-000313	13:47	1313	OCEAN BAY DR		33037	Water vehicle fire	2.0
04/01/2023	38032	2023-000255	05:12	1002	OVERSEAS HWY		33037	Brush or brush-and-grass mixture fire	0.5
04/08/2023	38032	2023-000280	18:42	225	UPPER MATECUMBE RD		33037	Rescue, EMS incident, other	0.0
04/08/2023	38032	2023-000282	23:18	1029	VALENCIA RD		33037	Medical assist, assist EMS crew	0.2
04/16/2023	38032	2023-000291	16:43	536	SOUND DR		33037	Medical assist, assist EMS crew	0.2
04/22/2023	38032	2023-000299	05:43	234	ATLANTIC BLVD / 99.6 MM O		33037	Medical assist, assist EMS crew	1.9
04/28/2023	38032	2023-000312	21:02	1016	GIBALTAR RD		33037	Medical assist, assist EMS crew	0.9
04/03/2023	38032	2023-000263	13:34	1031	OVERSEAS HWY	34	33037	EMS call, excluding vehicle accident with injury	0.3
04/03/2023	38032	2023-000264	16:59	1043	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.3
04/07/2023	38032	2023-000276	07:02	1	GARDEN COVE DR		33037	EMS call, excluding vehicle accident with injury	0.4
04/15/2023	38032	2023-000289	17:25	1	EAST DR		33037-	EMS call, excluding vehicle accident with injury	0.3
04/17/2023	38032	2023-000292	16:38		HOMESTEAD AVE / 99.5 MM O		33037	EMS call, excluding vehicle accident with injury	0.4
04/21/2023	38032	2023-000297	15:02	1053	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.5
04/23/2023	38032	2023-000303	18:18	1079	OVERSEAS HWY		33037	EMS call, excluding vehicle accident with injury	0.3
04/28/2023	38032	2023-000311	14:36	407	BAHIA HONDA RD		33037	EMS call, excluding vehicle accident with injury	0.3
04/29/2023	38032	2023-000316	19:33	100	MORRIS LN	B2	33037	EMS call, excluding vehicle accident with injury	0.1
04/07/2023	38032	2023-000277	12:37		REEF DR / 106.5 MM OC		33037	Motor vehicle accident with injuries	1.3
04/10/2023	38032	2023-000285	07:00	9944	OVERSEAS HWY	205	33037	Motor vehicle accident with injuries	0.3
04/18/2023	38032	2023-000293	06:16	1009	OVERSEAS HWY		33037	Motor vehicle accident with injuries	0.2
04/19/2023	38032	2023-000294	08:21	9795	OVERSEAS HWY		33037-	Motor vehicle/pedestrian accident (MV Ped)	0.2
04/01/2023	38032	2023-000256	10:41	108	US1	NB	33037	Motor vehicle accident with no injuries.	1.2
04/06/2023	38032	2023-000275	16:24	9745	OVERSEAS HWY		33037	Motor vehicle accident with no injuries.	0.3
04/08/2023	38032	2023-000279	13:44		US1		33037	Motor vehicle accident with no injuries.	0.2
04/08/2023	38032	2023-000281	22:00	9700	OVERSEAS HIGHWAY		33037	Motor vehicle accident with no injuries.	0.6
04/09/2023	38032	2023-000283	18:37	9970	OVERSEAS HWY		33037	Motor vehicle accident with no injuries.	0.6
04/10/2023	38032	2023-000284	07:52		MM1 US1		33037	Motor vehicle accident with no injuries.	0.5
04/25/2023	38032	2023-000305	21:40	1032	OVERSEAS HWY	3	33037	Electrical wiring/equipment problem, other	2.0
04/03/2023	38032	2023-000265	21:02		CALDER RD / 103 MM GU		33037	Power line down	0.5
04/23/2023	38032	2023-000302	11:26	599	MORRIS AVE		33037	Power line down	0.9
04/05/2023	38032	2023-000267	03:27	1034	OVERSEAS HWY		33037	Vehicle accident, general cleanup	0.7
04/21/2023	38032	2023-000298	19:23	220	REEF DR		33037	Assist police or other governmental agency	0.1
04/30/2023	38032	2023-000320	13:29		PIRATES COVE / 98 MM GU		33037	Public service	2.0
04/06/2023	38032	2023-000274	11:01		SUMMERLAND RD / 106 MM GU		33037	Unauthorized burning	0.4
04/03/2023	38032	2023-000259	10:39	1016	OVERSEAS HWY		33037-	Dispatched & canceled en route	0.0
04/03/2023	38032	2023-000261	12:33	28	BONEFISH AVE		33037	Dispatched & canceled en route	0.0
04/22/2023	38032	2023-000300	05:35	234	ATLANTIC BLVD		33037-	Dispatched & canceled en route	0.0
04/01/2023	38032	2023-000257	21:54	9700	OVERSEAS HIGHWAY		33037	Central station, malicious false alarm	0.2
04/28/2023	38032	2023-000310	14:47	9941	OVERSEAS HIGHWAY		33037	Alarm system sounded due to malfunction	0.3
04/11/2023	38032	2023-000286	04:58	9767	OVERSEAS HWY		33037	Smoke detector activation, no fire - unintentional	0.3
04/19/2023	38032	2023-000295	18:40	26	BOUNTY LN NORTH		33037	Smoke detector activation, no fire - unintentional	0.2
04/28/2023	38032	2023-000309	06:40	1024	OVERSEAS HWY		33037	Smoke detector activation, no fire - unintentional	0.3
04/30/2023	38032	2023-000319	13:09	5	COCONUT DR		33037	Smoke detector activation, no fire - unintentional	0.1
04/25/2023	38032	2023-000304	17:48	9941	OVERSEAS HIGHWAY		33037	Alarm system activation, no fire - unintentional	0.1
04/03/2023	38032	2023-000260	11:05	9871	OVERSEAS HWY		33034-	Special type of incident, other	0.6
04/05/2023	38032	2023-000272	16:00	1048	OVERSEAS HWY			Special type of incident, other	0.8
04/01/2023	38032	2023-000258	22:35	1079	OVERSEAS HWY		33037		0.0
04/03/2023	38032	2023-000262	10:33	800	MARINA AVE / 96 MM		33037		0.0
04/04/2023	38032	2023-000266	18:42	339	3 RD		33037		0.0
04/05/2023	38032	2023-000270	08:47	969	PLANTATION RD		33037		0.0
04/05/2023	38032	2023-000268	11:55		MOCKINGBIRD RD / 95.3 MM		33037		0.0
04/05/2023	38032	2023-000269	13:05	1114	CALDER RD		33037		0.0
04/05/2023	38032	2023-000271	15:42	225	UPPER MATECUMBE RD		33037		0.0
04/05/2023	38032	2023-000273	23:36	9850	OVERSEAS HWY		33037		0.0
04/11/2023	38032	2023-000287	07:00		US1		33037		0.0

Date	FDID	Incident#	Alarm	###	Address	Suite	Zip	Type	Lgth
04/15/2023	38032	2023-000288	12:25	29	EXUMA RD		33037		0.0
04/15/2023	38032	2023-000290	17:35	1	EAST DRIVE 99MM OC		33037		0.0
04/22/2023	38032	2023-000301	23:58		MOCKINGBIRD RD / 95.3 MM		33037		0.4
04/26/2023	38032	2023-000306	17:18		US1		33037		0.0
04/26/2023	38032	2023-000307	19:27	1048	OVERSEAS HWY		33037		0.0
04/27/2023	38032	2023-000308	21:43	225	UPPER MATECUMBE RD		33037		0.0
04/29/2023	38032	2023-000314	16:32	1	EAST DRIVE 99MM OC		33037		0.0
04/30/2023	38032	2023-000317	10:44		US1		33037		0.0
04/30/2023	38032	2023-000318	11:25		US1		33037		0.0

Total Number of Incidents: 64
Total Length of Incidents: 23.8 Hours

Manpower Analysis by Incident

Key Largo Fire Department

Date Range: From 4/1/2023 to 4/30/2023



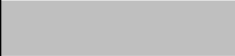

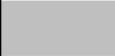


Company: All Companies

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
111-Building fire	1	3	3.00	0.00	0.00	0.00	0.00
134-Water vehicle fire	1	6	6.00	0.00	0.00	0.00	0.00
142-Brush or brush-and-grass mixture fire	1	8	8.00	0.48	0.48	3.84	3.84
300-Rescue, EMS incident, other	1	4	4.00	0.00	0.00	0.00	0.00
311-Medical assist, assist EMS crew	4	12	3.00	3.24	0.81	2.43	9.72
321-EMS call, excluding vehicle accident with injury	9	30	3.33	2.64	0.29	1.02	9.15
322-Motor vehicle accident with injuries	3	20	6.67	1.58	0.53	3.69	11.06
323-Motor vehicle/pedestrian accident (MV Ped)	1	5	5.00	0.22	0.22	1.10	1.10
324-Motor vehicle accident with no injuries.	6	23	3.83	2.77	0.46	1.65	9.88
440-Electrical wiring/equipment problem, other	1	10	10.00	2.02	2.02	20.20	20.20
444-Power line down	2	10	5.00	1.40	0.70	3.84	7.68
463-Vehicle accident, general cleanup	1	7	7.00	0.72	0.72	5.04	5.04
551-Assist police or other governmental agency	1	5	5.00	0.07	0.07	0.35	0.35
553-Public service	1	3	3.00	2.00	2.00	6.00	6.00
561-Unauthorized burning	1	6	6.00	0.40	0.40	2.40	2.40
611-Dispatched & canceled en route	3	12	4.00	0.01	0.00	0.02	0.06
714-Central station, malicious false alarm	1	7	7.00	0.17	0.17	1.19	1.19
735-Alarm system sounded due to malfunction	1	6	6.00	0.30	0.30	1.80	1.80
743-Smoke detector activation, no fire - unintentional	4	26	6.50	0.81	0.20	1.35	5.42
745-Alarm system activation, no fire - unintentional	1	9	9.00	0.08	0.08	0.72	0.72
900-Special type of incident, other	2	9	4.50	1.30	0.65	2.78	5.55
Blank. Incident Type not Entered	18	0	0.00	0.38	0.02		0.00
Total and Averages for all Incident Types	64	221	3.45	20.59	0.32		101.16

Alarms by Day of Week

Key Largo Fire Department

Date Range: From 4/1/2023 to 4/30/2023

Day of Week		Totals
Sunday		8
Monday		10
Tuesday		6
Wednesday		11
Thursday		3
Friday		8
Saturday		18

No Date 0
Total Alarms 64

Incident Type Report (Summary)

Key Largo Fire Department

Date Range: From 4/1/2023 to 4/30/2023

Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
1 Fire				
111 Building fire	1	2.17%	\$0	0.00%
134 Water vehicle fire	1	2.17%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	2.17%	\$0	0.00%
Totals	3	6.52%	\$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	1	2.17%	\$0	0.00%
311 Medical assist, assist EMS crew	4	8.70%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	9	19.57%	\$0	0.00%
322 Motor vehicle accident with injuries	3	6.52%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	2.17%	\$0	0.00%
324 Motor vehicle accident with no injuries.	6	13.04%	\$0	0.00%
Totals	24	52.17%	\$0	0.00%
4 Hazardous Condition (No Fire)				
440 Electrical wiring/equipment problem, other	1	2.17%	\$0	0.00%
444 Power line down	2	4.35%	\$0	0.00%
463 Vehicle accident, general cleanup	1	2.17%	\$0	0.00%
Totals	4	8.70%	\$0	0.00%
5 Service Call				
551 Assist police or other governmental agency	1	2.17%	\$0	0.00%
553 Public service	1	2.17%	\$0	0.00%
561 Unauthorized burning	1	2.17%	\$0	0.00%
Totals	3	6.52%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & canceled en route	3	6.52%	\$0	0.00%
Totals	3	6.52%	\$0	0.00%
7 False Alarm & False Call				
714 Central station, malicious false alarm	1	2.17%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	2.17%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	4	8.70%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	2.17%	\$0	0.00%
Totals	7	15.22%	\$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	2	4.35%	\$0	0.00%
Totals	2	4.35%	\$0	0.00%
Totals	46		\$0	



NFPA Analysis Report

Key Largo Fire Department

Date Range: From 4/1/2023 to 4/30/2023



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)	1	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)	1	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)	2	0	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)	7			
22. Mutual Aid or Assistance Responses Given	1			
23. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431)	0			
23. 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)	26			
25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24)	64			

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)	1
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

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

11b.



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: April 11, 2023 Hybrid Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes March 2023
6. Treasurer's Report March 2023
7. Legal Report
8. Membership Review
 - A. Member Violation
 - B. Reinstatement of Saul Diaz
9. Old Business
10. New Business
 - A. Fiscal Year 23/24 Budget Review
 - B. Strategic 5 Year Plan Discussion
 - C. Other New Business
11. Membership Discussion
12. 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: April 11, 2023

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

1. Meeting was called to order at 7:19 pm by .
2. **Approval of Agenda**
Travis Wilson seconded by Michael Jenkins moved approval of the agenda. Motion carried unanimously.
3. **Announcements**
 - The Request for Donations letter has been sent.
 - Testing for two open positions will be held on April 22nd.
4. **Public Comment** - None
5. **Approval of Minutes**
Michael Jenkins seconded by Travis Wilson moved approval of the March 2023 minutes. Motion carried unanimously.
6. **Approval of Treasurer's Report**
Michael Jenkins seconded by Travis Wilson moved approval of the March 2023 Treasurer's Report. Motion carried unanimously.
7. **Legal Report** - None
8. **Membership Review**
Discussion was held concerning the reinstatement of Saul Diaz. Mr. Diaz was present and addressed the Board. Upon motion and second by Travis Wilson and Michael Jenkins, Mr. Diaz was unanimously reinstated.
9. **Old Business** - None
10. **New Business**
A draft of the Fiscal Year 23/24 budget was presented for discussion. Upon motion and second by Travis Wilson and Michael Jenkins, the draft budget, with board recommended changes, was unanimously approved.



KEY LARGO VOLUNTEER FIRE DEPARTMENT, INC.

1 East Drive

Key Largo, Florida 33037

305-451-2700 tel.

305-451-4699 fax

info@keylargofire.com

11. Membership Discussion

President Mumper announced that the Bylaws had been approved to allow for a sitting District Commission to be a member of the department.

12. Adjournment

There being no further business, the meeting was adjourned at 8:25 pm upon motion and second by Travis Wilson and Michael Jenkins.

Kay Cullen
Recording Secretary