



DISTRICT MEETING MINUTES

July 22, 2024

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://us06web.zoom.us/j/86268176300> Password: 33037.

1. AGENDA

1a. *Call to Order*

Chairman Allen called to order the July 22, 2024 District Meeting at 6:00 PM.

1b. *Pledge of Allegiance*

Commissioner Mirabella led the Pledge of Allegiance.

1c. *Roll Call*

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

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

2. APPROVAL OF AGENDA & MINUTES

2a. *Approval of July 22, 2024 District Meeting Agenda*

Commissioner Powers made ***motion to Amend the July 22, 2024 District Meeting Agenda by switching items 7a with 7b.*** Commissioner Mirabella seconded, and the Board unanimously passed the motion.

2b. *Approval of the June 24, 2024 District/KLVFD Budget Workshop Meeting Minutes*

Commissioner Edge made a ***motion to approve the*** June 24, 2024 District Meeting/KLVFD Budget Workshop Meeting Minutes with Revisions. Commissioner Conklin seconded, and the Board unanimously passed the motion.



2c. Approval of the April 22, 2024 Corrected District Meeting Minutes

Commissioner Conklin made a ***motion to approve the*** June 24, 2024 District Meeting/KLVFD Budget Workshop Meeting Minutes with Revisions. Commissioner Edge seconded, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

S. Heim commented that people cannot hear and issues with recordings. Building being revised, not addressing at this time.

A discussion was had regarding usage of the District Logo by political candidates and the recollection of a vote brought by Marilyn Beyers wherein it was determined the logo should not be used for candidates; gives the impression the District is backing the candidate.

Comments regarding the interest of ENS solutions as a webpage management vendor to maintain the District's page, interested; should be put to bid. What is the costs associated with this service through ENS? Awaiting hiring of clerk to maintain updating.

4. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

6a. DISCUSSION: Status of Clerk Position

Acting Clerk provided an update regarding the status of advertisement for the position.

6b. DISCUSSION: Status of Fire District Operational Analysis [Conklin]

An update regarding the status of the District's Analysis was had regarding legal review; should be operational at next meeting.

6c. DISCUSSION: LifePaks for E24 and E25

This item was previously approved. Dr. Morrisson concurred with the necessity of the LifePaks; provides more resources to community. Station 25 should be up and running



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

with the paks. Autopulse (Lucas) grant approved; vendor backed out. Striker agreed to provide at the agreed upon price.

7. NEW BUSINESS

7b. DISCUSSION/APPROVAL: Candidates Usage of District Logo [Allen]

This item was brought to the Chairman's attention for the usage of the District Logo by political candidates; reiterated that this had been previously voted upon and it was determined the logo would be used. Further discussions were had regarding usage of the logo by individuals other than the District; to trademark of the logo for District usage only.

M. Jenkins advised he had two banners made; however, will refrain from further usage.

Commissioner Edge made ***motion to Trademark the District Logo/Patch and eliminate its usage by any other person/entity other than the District.*** Commissioner Conklin seconded, and the Board unanimously passed the motion.

Roll Call Vote:

Chairman Allen	Yes
Commissioner Conklin	Yes
Commissioner Edge	Yes
Commissioner Mirabella	Yes
Commissioner Powers	Yes

7a. DISCUSSION/APPROVAL: Streamline Board Meeting Materials [Mirabella]

Commissioner Mirabella brings before the board a Packet from Streamline and their representative, Taylor Gordon. Streamline offers assistance with the legal/financial compliance of websites. Utilizing the District's current website, they would build an ADA compliant site; utilizing documents, agendas, minutes, etc. Streamline serves over 2000 districts; affiliated with Florida special districts; accessibility; compliance with state and federal requirements; meeting and operations tools; design; unlimited training and support.

There is a onetime set up fee of \$1500 with the suggested a Community Pro package at \$560/mo. which provides for design and indemnification up to \$25k; works with ADA complaint attorneys; email marketing; fillable forms; 90 days to start. onetime fee up front. The provide unlimited training.



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

There is a mitigation package, etc. The only price the district would have to only pay of \$560. The operations pro package may offer more than what the district needs at an approximate cost of \$9K for this first year (inclusive of the \$1500 one time set up fee); \$6,720 per year thereafter.

Commissioner Edge made ***motion to postpone until such time as a District Clerk is hired.*** Commissioner Conklin seconded, and the Board unanimously passed the motion.

8. LEGAL REPORT

8a. **DISCUSSION/APPROVAL: Draft Agreement for Consolidation Study-RFP 2024-001**

Legal provides that the Vendor made minor revisions to the agreement.

9. FINANCE REPORT

9a. **DISCUSSION: Key Largo Volunteer Fire Department Budget FY25 (4 Options) [Johnson]**

Ms. Johnson provides the following options regarding the FY25 Budget:

- Option 1 – Addition of 3 firefighters
- Option 2 – 13 Safer Grant Positions
- Option 3 – Addition of 3 employees with Fire Boat & Training
- Option 4 – 13 Safer Positions with Fire Boat & Training

Tonight we need to set milage rate; 1.1975; . 3 higher than last year to allow for the building; the necessity of a boat w/o employees; increased 401(k); no dependent coverage; legal (case by case); holding off on Capital Outlay: Equipment & Vehicles

There is nothing outside of the 5 year plan; 3 positions were already allotted; Mule added to 5 year plan; delayed twice; response on 905 to Dagny state park; special details.

A discussion was had regarding the formation of a committee to address fire boat; have 12 months to act on this.

9b. **DISCUSSION/APPROVAL: Resolution No. 2024-002 - A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD, FLORIDA; DETERMINING THE PROPOSED MILLAGE RATE, THE CURRENT YEAR ROLLED-BACK RATE, AND SETTING THE DATES, TIMES AND PLACES FOR THE FIRST AND SECOND BUDGET PUBLIC HEARINGS AS REQUIRED BY LAW; DIRECTING FINANCE TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF MONROE COUNTY PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE**



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

DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; AND PROVIDING AN EFFECTIVE DATE. [Johnson]

Section 1 proposed milage 1.1975 mils. 1.1975 dollars per \$1k assessed value or 12.06% greater than rollback of 1.0686.

Public Hearings on Resolution No. 2024-002 are as follows:

September 9, 2024 at 6PM at this building
September 23, 2024 at 6PM at this building

Commissioner Conklin made a motion to approve **Resolution No. 2024-002 - A RESOLUTION OF THE KEY LARGO FIRE RESCUE AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD, FLORIDA; DETERMINING THE PROPOSED MILLAGE RATE, THE CURRENT YEAR ROLLED-BACK RATE, AND SETTING THE DATES, TIMES AND PLACES FOR THE FIRST AND SECOND BUDGET PUBLIC HEARINGS AS REQUIRED BY LAW; DIRECTING FINANCE TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF MONROE COUNTY PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUTES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE OF THE STATE OF FLORIDA; AND PROVIDING AN EFFECTIVE DATE.** Commissioner Powers seconded, and the Board unanimously passed the motion.

9c. DISCUSSION: Key Largo Fire Rescue and EMS District FY 2024-2025 Budget Details [Johnson]

Ms. Johnson provides that not much had changed; awaiting salary for District Clerk Services; other agencies are paying clerks approximately \$80k w/benefits. Further discussions needed; bring back to next meeting.

9d. DISCUSSION: Key Largo Fire Rescue and EMS District FY 2024-2025 Proposed Budget [Johnson]

Previously discussed.

10. AMBULANCE CORPS REPORT

- 10a. KLVAC May 2024 Agenda and Minutes**
- 10b. KLVFD May 2024 Treasurers Report**
- 10c. KLVAC June 2024 Agenda and Minutes**
- 10d. KLVFD June 2024 Treasurers Report**
- 10e. KLEMS June Statistics**



Scott Robinson reports there were 148 calls; with 100 transports; 44 calls north of 103; 33 transports.

11. FIRE DEPARTMENT REPORT

11a. DISCUSSION: Grant Toward Purchase of Fire Rescue Boat [Bock]

Received grant for \$300K towards the purchase of a fire boat; approximate cost of a 28' contender is \$400 K; need to be under \$300K.

Further discussions were had regarding the formation of a committee consisting 1 commissioner; personnel with fire department; chief. There are 12 months to use this funding.

11b. DISCUSSION: Grant/Capital Outlay Purchase for Three Lucas Mechanical CPR Devices [Bock]

Does district board have to approve the \$22K; offset all three; in the budget for 1 device.

Made a grant; during the process, the vendor fell through; received 2 at 23K; check provided only enough for 2; need to obtain 3rd from the budget. Applied for a device; not a sole source. Technically a purchase order; need to waive.

Discussions were had regarding the spending of over \$10K; could be in jeopardy of losing grant; waiver of purchasing policy.

Painting for station 25; having issues getting quotes. Received 1 from Curtis Tucker; write a memo regarding steps taken to obtain quotes; \$15k budgeted; bring quote to next meeting.

11c. KLVPD June Statistics

There were 78 fire; 39 EMS calls.

The generators are 90% hooked; transfer switch for 24; specialty wire for 25.

Still experiencing issues with obtaining a motherboard for the elevator at 25; have a tentative quote, not official, of approximately \$25k; trying to purchase direct from company; not through outside source.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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12. COMMISSIONER ITEMS

Discussions were had regarding the formation of a committee to oversee the Station 24 addition; perhaps consisting of three people perhaps 1 Captain, Chief Bock, 1 commissioner; need to post/advertise. Same committee for this and boat.

13. NEXT MEETING

August 5, 2024 District Budget Workshop (if required)

August 5, 2024 District Budget Meeting (if required)

August 19, 2024 District Budget Meeting

August 19, 2024 District Meeting

Commissioner Mirabella made a ***motion to cancel*** the August 5, 2024 District Budget Workshop and Budget Meeting unless required. The next District Meeting and District Budget Meeting will be August 19, 2024. Commissioner Edge seconded, and the Board unanimously passed the motion.

14. ADJOURN

Commissioner Mirabella made a ***motion to adjourn*** the meeting at 7:33 PM. Commissioner Powers seconded, and the Board unanimously passed the motion.

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