



DRAFT DISTRICT MEETING MINUTES

July 24, 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://zoom.us/j/92901339730>; Password: 33037.

1. AGENDA

1a. *Call to Order*

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

1b. *Pledge of Allegiance*

Commissioner Mirabella led the Pledge of Allegiance.

1c. *Roll Call*

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

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

2. APPROVAL OF AGENDA & MINUTES

2a. *Approval of July 24, 2023 District Budget Workshop Agenda*

Commissioner Edge made a ***motion to approve*** July 25, 2023 District Meeting Agenda. Commissioner Powers second, and the Board unanimously passed the motion.

2b. *Approval of the June 24, 2023 District Meeting/Budget Workshop Meeting Minutes*

Capt. Garrido requested a revision to Paragraph 2 to read, ...stipend was increased to \$750,000 just three months... to read three years...

Commissioner Powers made a ***motion to approve the modified*** June 24, 2023 District Meeting/Budget Workshop Meeting Minutes. Commissioner Edge second, and the Board unanimously passed the motion.



3. PUBLIC COMMENT

None

4. CHAIRMAN REPORT

None

5. SECRETARY REPORT

None

6. OLD BUSINESS

DISCUSSION: *Surplus of Vehicle*

A discussion was had regarding the a vehicle with an oil leak that was going to cost approximately \$8,000 to repair. It is believed to have been previously addressed; however, item will be brought back to the next meeting for final dissolution.

7. NEW BUSINESS

**7a. DISTRICT GROUNDS AND EQUIPMENT [Mumper]
Station 25 Elevator Status and Expected Repair Cost (No Formal Quote Yet)
Station 25 Generator replacement approval of GSA bid.
*Station 24 Generator***

Lt. Mumper led a discussion regarding replacement of the generator at station 25. Kohler's quote is \$43,320.21; excluding installation costs of approximately \$20-\$25,000. The cost of renting a standby \$5,000/mo. for 40 hrs. This goes up exponentially with as hours go past 40.

Station 24's generator was service/inspected with everything passing with the exception of coil. This is a 30 year old part to fix. Should this need to be replaced it would take 31 weeks to receive the part.

Station 24 Elevator - The mother board bad \$5k replace/repair. The repair needs to occur prior to the upcoming inspection. Awaiting quotes.

GSA - Kohler has a government sales department that uses the GSA quote and allows Kohler to use it directly. It will take approximately 32 weeks to receive a generator.



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

We are moving into the peak of hurricane season and will need a stand by generator for station 25.

Further discussions were had to bring this item back before the board at the next meeting for a motion/approval to purchase the generator and estimated installation costs totaling approximately \$70,000. A motion to purchase the generator not to exceed \$45,000 will be addressed; bringing back a motion on the installation costs.

Commissioner Powers made a ***motion to approve the purchase of a generator not to exceed \$45,000.00.*** A roll call vote was made.

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

7b. DISCUSSION: FY24 Proposed Budget [Johnson]

Ms. Johnson advised the only change to the Proposed Budget since the last meeting was the lowering of the fire department retirement reimbursement to 70.

Ok with posting 1.1695 mil increase, 30.92% above rollback; offset by 30.92.

Further discussions regarding legal budget/clerk's line item of \$19K is now \$0. \$20,000 is going under legal services per request of Attorney Smits. No other changes.

Fire department discussed/suggested the hiring a manager for the department to relieve the captains of management responsibilities.

Fire Department's five year plan includes hiring 9 firefighters and 1 EMS individual.

Truck replacement costs escalates to approximately \$339,000. Tanker to be replaced in 2033 at \$838,000. Next replacement vehicle is an ambulance in 2025 ; lease vs. purchase. It is preferred to lease for cost efficiency. S Robinson inquired of milage restrictions, hours, etc. on a lease. Further inquiries will have to be made to effectively decide the best option.

7c. MOTION/APPROVAL: Resolution Adopting the Preliminary Millage Rate and Setting the Dates, Times and Places of the Two Public Hearings [Johnson]

Ms. Johnson read into the record, read section 1 of the resolution into the record: The proposed millage is declared to be 1.1695 mills, which is 4.1 per \$100,000 of assessed



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

property within Key Largo Fire Rescue and Emergency Medical Services District, Florida. the proposed millage is 30.92% greater than the rolled back rate.

Commissioner Powers made a ***motion to approve the Resolution Adopting the Preliminary Millage Rate and Setting the Dates, Times and Places of the Two Public Hearings.*** Commissioner Edge seconded and a Roll Call Vote was made.

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

7d. DISCUSSION: KLFR&EMS District Operational Audit [Johnson]

Operational Audit – Starting on page 137 were the recommendations and responses thereto. As results cannot be amended to the audit, a discussion item can be added to any agenda; workshop at our district meeting. Pages 137-141 have been corrected. Track fire prevention costs versus other programs; check requests are coded; track personnel. We continue to updated five year plan. Is new software/hardware required? The Captains are keepings records of response times. If we want to discuss anything over \$50,000; we are doing what we are supposed to do; not wasting money.

8. LEGAL REPORT

Attorney Bryan commented that legal is currently redrafting a proposal for the station renovation to updated the Board at the next meeting.

9. FINANCE REPORT

9a. DISCUSSION: KLFREMS FY 2023-24 Budget Line Items [Johnson]

Ms. Johnson will bring the back to the next meeting resolution to adopt 2023 Budget. Ms. Johnson wants to move \$19,000 to legal, as well as another \$20,000.00.

10. AMBULANCE CORPS REPORT

10a. *KLVAAC Treasurer’s Report – May 2023*

10b. *KLVFD Business Meeting Agenda/Minutes – June 13, 2023*

Scott Robinson has nothing to add since the last meeting’s report.

11. FIRE DEPARTMENT REPORT



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

11a. June Statistics

Capt. Garrido reports of a building construction class. There was a structure fire and the new hydrants greatly assisted in containment.

ISO inspection from Keys to Ocean Reef. September paper work hydrant testing, may be able to reduce ISO number. Capt. Jones provides there are approximately 336 businesses to maintain in KL; good shape

12. COMMISSIONER ITEMS

None

13. NEXT MEETING

August 7, 2023 District Budget Workshop (if Required)

August 7, 2023 District Meeting (if Required)

August 21, 2023 District Budget Meeting (if Required)

August 21, 2023 District Meeting

Commissioner Edge made a ***motion to cancel*** the August 21, 2023 District Meeting, unless required. The next meeting will be August 7, 2023. Commissioner Powers second, and the Board unanimously passed the motion.

14. ADJOURN

Commissioner Mirabella made a ***motion to adjourn*** the meeting at 6:48PM. Commissioner Powers second, 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.*