



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: Michael Jenkins

DISTRICT MEETING MINUTES

August 11, 2025

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.

1. AGENDA

1a. **Call to Order**

Chairman Allen called to order the August 11, 2025, District Meeting at 6:00 PM.

1b. **Pledge of Allegiance**

Commissioner Jenkins led the Pledge of Allegiance.

1c. **Roll Call**

Carol Greco called the roll. The following Commissioners were present: Chairman Allen, Commissioner Conklin, Commissioner Edge, Commissioner Mirabella and Commissioner Jenkins. There was a quorum.

Also present in person were Carol Greco, Hunter O'Connor, Chief Bock, Capt. Garcia, Lt. Mumper, Scott Robinson, and Jennifer Johnson.

2. APPROVAL OF AGENDA & MINUTES

2a. **Approval of August 11, 2025 District Meeting Agenda**

Commissioner Jenkins made a ***motion to approve the August 11, 2025, District Meeting Agenda.*** Commissioner Mirabella seconded, and the Board unanimously passed the motion.

2b. **Approval of July 14, 2025, 2025 District Meeting Minutes**

Commissioner Mirabella made a ***motion to approve the June 14, 2025, District Meeting Minutes.*** Commissioner Conklin seconded, and the Board unanimously passed the motion.

3. PUBLIC COMMENT

None

4. CHAIRMAN REPORT

Chairman Allen spoke with the James Angle of the J. Angle Group regarding the potential District Manager position and the Met w/JA Group regarding the District Manager position and scope of duties/responsibilities.



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5. SECRETARY REPORT

None

6. OLD BUSINESS

6a. DISCUSSION/APPROVAL: Thomas Morrison, MD Medical Director Proposal [Allen]

Dr. Morrison led a discussion regarding increase in compensation of the Medical Director to align with that of other local emergency medical services director. The increase will allow for an assistant physician; training. Bring contract back to next meeting for execution.

6b. DISCUSSION: Surplus Ambulances [Mirabella]

Discussions ensued regarding potentially readvertising of surplus equipment (ambulances and generators) with accurate description to potentially relist with Gov.Deals.com. There is community interest in purchasing. Alternatively, advertise and have interested parties provide a sealed bid. Legal suggested an ITB first and if no interest or acceptance of bid, go back to Gov.Deals.com.

6c. DISCUSSION: FY 25/26 EMS Summary of Wage Expenses [Johnson]

Chief to address at 9b.

7. NEW BUSINESS

None

8. LEGAL REPORT

Attorney O'Connor asked the Board to provide any feedback regarding the scope of District Manager position so that we can move forward with the potential hire. Regarding mutual aid agreements, discussions were had regarding a reimbursement provision to the agreements; until other agencies include in their agreements, the Board decided to not include this provision.

9. FINANCE REPORT

9a. DISCUSSION: KLFREMS FY24-25 April, May, June 2025 & YTD Actuals vs. Budget [Johnson]

Ms. Johnson commented that the fire department is reaching payroll/retirement budgets. Needs direction as to the continuation of reimbursement; budget amendment or line item transfer at a future meeting. Commissioner Mirabella inquired as to the formula the departments are using to calculate their payroll as there is excessive overtime. The two departments calculate overtime differently; anything over 40 hours at EMS is overtime. Fire has scheduled overtime; goes to regular wages line item with unscheduled overtime going to overtime. Commissioner Mirabella led a discussion on 28 day work period; potentially violates tax laws? Chief Bock provides the 7K exemption applies to government agencies and not private. Legal to check. Commissioner further comments that the 40 hour work schedule allowing for excessive overtime potentially leads to illness, fatigue, etc. for the staff. Chief Bock advised they are understaffed with no interested applicants; does not believe people are quitting due to overtime. The goal is to be fully staffed



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with 18 full-time people, which potentially would address overtime issues. Ms. Johnson needed direction to continue reimburse the fire department for payroll and bring back a budget amendment at future meeting, which was granted.

Ms. Johnson discussed the nine month financial report as follows: Revenues (75% of budget) at 94.55% or \$7.1 million; District Board 67.76% or \$405k; Fire Department is at 74.32% or \$2.9 million; Ambulance is at 50.88% or \$1.4 million. Overall at 64.83% of expenditures at \$4.8 million. \$375K set aside for future vehicle replacement for a total surplus of \$1.9 million. Keep in mind June was end of tax sale; no revenue for next three months.

9b. DISCUSSION: KLFREMS FY25-26 Proposed Budget [Johnson]

Ms. Johnson needs direction on proposed budget; one being the boat which the grant was extended (another year); however, does know if the Board wishes to move forward, if so give staff to include in next meeting. Commissioner Mirabella commented whether to leave budget as is or roll back; fire department/ambulances salaries need revisions. Budget is going up 30% and needs to be cut back. Ms. Johnson wants direction to adding fire boat back in; funding for the second story of building or budget amendment at future date; committed fund balance since we moving forward with leasing vehicles we currently \$1.1 million sitting for replacement. Do we commit that towards the building? Board agreed to building is the priority with the fire boat second as there is an extension. Commissioner Jenkins is not comfortable with increasing the budget, would it be better for cut fire/EMS budgets by 10%? Further discussions were had regarding the expansion of the ambulance building to house the new trucks, which will be tabled until the consolidation study is completed. Ms. Johnson would like the Board to give direction to the departments to reduce their budgets by 10%, if possible, to get down 20% tax range.

10. AMBULANCE CORPS REPORT

S. Robinson advised he will be pulling stats from 103 again. In July we ran 144 calls, well on track to do 2000 calls this year. We have a medic starting tomorrow. Lt. Scusheim will be providing a presentation with AMA paramedic students.

Chief Bock, thanks to Lt. Perez and others, obtain a \$32k grant from state for whatever they would like to use the money for, among other things, CPR Training Program.

11. FIRE DEPARTMENT REPORT

Lt. Mumper commission is forming a committee for the truck purchase and would like to extend offer to a district board member to participate; Commissioner Jenkins will participate. National Night Out was successful; saw members of the board in attendance.

12. COMMISSIONER ITEMS

12a. DISCUSSION: Authorization to Feature History of the District for the Fire Museum [Conklin]

Commissioner Conklin led a discussion regarding the Fire Museum and capturing the history of fire service of the Florida keys. Requesting use of the District logo in display and its creation. Legal to address proposed licensing agreement for next meeting.



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12b. DISCUSSION: Create Station Building Committee to Research Location for Third Station near MM 103 [Conklin]

Commissioner Conklin led a discussion regarding a consultant report about 13 years ago to possibly add a third station at 103 area. Have a couple of people on building committee offering to have contact with state regarding the use of a small area in Pennekamp, which would coincide with the possible timeline of getting the boat. Commissioner Mirabella commented on the land at 106 that we could barter with. O'Connor provided that prior discussions regarding the District offering to buy that land, which the state declined. Chairman Allen further commented that perhaps seeing if they would be willing to lease on a 99 year basis and then use it as a bargain chip to lease land. Legal said we could try. The Board gave direction to create a committee to research. Legal inquired of Commissioner Conklin as to the status of the architectural firm doing anything right now or are they being held up by the county; held up by the county, which means legal and committee member would need to address.

12c. DISCUSSION: 9/11 Ceremony [Conklin]

Commissioner Conklin advised the fire museum will be putting on a 9/11 ceremony; with community leaders, speakers.

Commissioner Mirabella is going back to the ISO report that was supposed to come back in April. Chief Bock provides that Capt. Garrido is working on obtaining information to provide to inspectors to revise.

Commissioner Conklin commented that it is the height of hurricane season and are we prepared financially? Ms. Johnson provided we have reserves; FEMA uses the departments as vendors of district so they send us a invoice and we reimburse for any emergency pay. Chairman Allen inquired as to the communications issues that occurred at the last event. Perhaps look into Starlink. Commissioner Edge inquired as to whether we can we be designated as an EOC? Commissioner Conklin believes there is a set up south of the runway in Marathon; our info goes to EOC in Monroe County.

September 8, 2025 1st Public Hearing

September 8, 2025 District Meeting

September 22, 2025 Final Public Hearing

September 22, 2025 District Meeting

Commissioner Edge **made a motion to the hold the September 8, 2025 1st Public Hearing and District Meeting**. The next Final Public Hearing and District Meeting will be held on September 22, 2025. Commissioner Jenkins seconded, and the Board unanimously passed the motion.

13. ADJOURN

Commissioner Mirabella **made a motion to adjourn the meeting at 7:17 PM**. Commissioner Jenkins seconded, and the Board unanimously passed the motion.