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**FINAL PUBLIC HEARING AND DISTRICT MEETING MINUTES**

**September 25, 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://us06web.zoom.us/j/86268176300?pwd=eWtMajl4Snh0cDZ5RngxTk5VDdCZz09#uaccess>  
Password: 33037.

**1. AGENDA**

**1a. *Call to Order***

Chairman Allen called to order the 1st Public Hearing and District Meeting at 6:01 PM.

**1b. *Pledge of Allegiance***

Commissioner Mirabella led the Pledge of Allegiance.

**1c. *Roll Call***

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

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

**2. APPROVAL OF AGENDA & MINUTES**

**2a. *Approval of September 25, 2023 Final Public Hearing and District Meeting Agenda***

Commissioner DP made a ***motion to approve the*** September 25, 2023 Final Hearing Public Hearing and District Meeting Agenda. Commissioner Conklin second, and the Board unanimously passed the motion.

**2b. *Approval of the September 11, 2023 District Meeting Minutes***

Commissioner \_\_\_\_ made a ***motion to approve the*** September 11, 2023 Final Hearing Public Hearing and District Meeting Agenda. Commissioner \_\_\_\_ second, and the Board unanimously passed the motion.

The Draft Minutes from the August 25, 2023 and September 25, 2023 are to be provided to the Board for revisions; to be brought back for approval at the next meeting.



**The meeting is suspended at 6:10 PM to commence to Final Budget Hearing**

**3. BUDGET FY 2023-2024**

Ms. Johnson provides that the step stipend was added to the ambulance budget and the Lifepack 15 was paid in FY23. There were no additional changes.

**The Final Budget Hearing is adjourned at 6:12 PM.**

**4. PUBLIC COMMENT**

None

**5. CHAIRMAN REPORT**

None

**6. SECRETARY REPORT**

None

**7. OLD BUSINESS**

***DISCUSSION: Job Description District Clerk/Manager [Legal]***

The previously drafted clerk job description was discussed. The Board will review and provide proposed revisions to incorporate into the Clerk/Manager job description.

**8. NEW BUSINESS**

**8a. MOTION/APPROVAL: Resolution No. 2023-004. A Resolution of the Key Largo Fire Rescue and Emergency Services District, Florida, Adopting the Final Levy of Ad Valorem Taxes for the District for the Fiscal Year 2023-2024; Providing for Severability and P Providing an Effective Date [Johnson]**

Ms. Johnson read into the record Section 1 – The FY 2023-2024 final operating millage rate for the District is 1.1695 mills, which is greater than the rolled-back rate of .8933 mills by 30.92%

Commissioner Powers made a ***motion to approve the*** purchase of a Generator for Station 24. Commissioner Conklin second, and the Board unanimously passed the motion.



## KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Kenny Edge; Seat 4: George Mirabella; Seat 5: Danny Powers

A Roll Call vote was held to adopt Resolution No. 2023-2024

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

**8b. MOTION/APPROVAL: Resolution No. 2023-005. A Resolution of the Key Largo Fire Rescue and Emergency Medical Services District, Florida, Providing for Adoption of the Final Budget of the District for the Fiscal Year Commencing on October 1, 2023, and Ending on September 30, 2024; Providing for Severability and Providing an Effective Date [Johnson]**

Ms. Johnson read into the record, Whereas the Key Largo Fire Rescue and Emergency Medical Services District of Monroe County, Florida, set forth the appropriations and revenue estimate for the Budget for the Fiscal Year 2023-2024 in the amount of \$11,053.056.

A Roll Call vote was held to adopt Resolution No. 2023-2024

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

### 9. LEGAL REPORT

**DISCUSSION: Second Floor Addition for Station 24**

Attorney Bryan led a brief discussion on the September 14, 2023 walk through pre-bid meeting. Approximately nine prospective bidders attended along with Commissioner Conklin, Chief Garrido and Chief Bock. Several questions were raised regarding the totality and scope of the work. The bidders were asked to provide their questions to the clerk in writing. Questions and responses will be on Demand Star.

### 10. FINANCE REPORT

A discussion was had regarding the approximate \$45,000 cost associated with the James Engle Group's fees associated with the potential of a feasibility study regarding department personnel becoming district employees of the district. This item to be brought back before the Board for further discussion at the next meeting.



## 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

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### 11. AMBULANCE CORPS REPORT

**11a. July Meeting**

**11b. July Treasurer's Report**

Chief Robinson had nothing to report; however thanks the Board for everything they did for the regarding the budget.

### 12. FIRE DEPARTMENT REPORT

Fire Department reports volunteer testing on October 14, 2023; and officer class on October 23, 2026.

### 13. COMMISSIONER ITEMS

None

### 14. NEXT MEETING

**October 9, 2023 District Meeting**

**October 23, 2023 District Meeting**

Commissioner Powers made a ***motion to cancel*** the October 9, 2023 District Meeting, unless required. The next meeting will be October 23, 2023. Commissioner Edge second, and the Board unanimously passed the motion.

### 15. ADJOURN

Commissioner Powers made a ***motion to adjourn*** the meeting at 6:34PM. Commissioner Conklin 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.*