KEY LARGO FIRE RESCUE AND EMS DISTRICT FY 2012-2013 GENERAL FUND SUMMARY

PROPOSED REVENUES

PROPOSED REVENUES				
	Prior Year Millage Rate:	0.7890		
	Roll- Back Rate:	0.7901		
	2012 Gross Taxable Value:	\$ 2,245,950,251		
		Millage Rate :		1.0000
Ad Valorem Taxes (at 9	6% collection)		\$	2,156,112
Interest Income	•		•	14,000
	Total Revenues		\$	2,170,112
PROJECTED UNASSIGNED	FUND BALANCE OCT 1, 2012			237,864
PROJECTED COMMITTED F	FOR VEH REPL FUND BALANCE	OCT 1, 2012		1,465,998
TOTAL REVENUES, FUND			\$	3,873,974
AND OTHER FINANCING	SOURCES			
PROPOSED EXPENDITUR				
110) 141 90 1 110/1110 210	Operating Expenditures		\$	327,238
	Capital Outlay		•	- ,
	Subtotal District Board		\$	327,238
Key Largo Fire & Rescu				
	Operating Expenditures		\$	1,202,846
	Capital Outlay			366,250
Subt	otal Key Largo Fire & Rescue		\$	1,569,096
Key Largo Ambulance				
	Operating Expenditures		\$	612,452
	Capital Outlay			14,300
	Subtotal Key Largo EMS		\$	626,752
	Total Expenditures		\$	2,523,086
FUND BALANCE	·			
Contribution to Vehicle &	Equipment Replacement Fund	Balance		
(\$250,000 per year, less	\$12,023 gain on disposals in FY	12)		237,977
PROJECTED UNASSIGNED	FUND BALANCE SEPT 30, 2013			5,663
PROJECTED COMMITTED F	OR VEH REPL FUND BALANCE	SEPT 30, 2013		1,345,225
TOTAL EXPENDITURES 8	& FUND BALANCES		\$	3,873,974

KEY LARGO FIRE RESCUE AND EMS DISTRICT FY 2012-2013 BUDGET DETAILS - DISTRICT

De	epartment: 1100 District Board					
Exp Transa	action Code 511 (except as indicated below)					
Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY11-12 Projected Actuals	Budget Increase/ (Decrease)
110	Board Member Stipends					
	5 Members @ \$ 200 / month x 12 months	12,000	12,000	9,000	12,000	-
210	FICA Taxes: @ 7.65 % of Wages	918	918	689	918	-
220	LOSAP plan for both departments (85 members)	55,000	-	_	-	55,000
514 .310	Legal Services					
.01	Non- Litigation	50,000	50,000	26,619	50,000	-
.02	Litigation	-	25,000	18,665	25,000	(25,000)
	Total Legal Services	50,000	75,000	45,284	75,000	(25,000)
512 .311	District Clerk Services	25,000	25,000	13,950	25,000	-
513 .320	Accounting and Financial Services					
.01	District Audit	11,000	10,500	10,500	10,500	500
.02	Financial and Accounting Services	62,000	62,000	37,989	62,000	-
	Total Accounting & Financial Services	73,000	72,500	48,489	72,500	500
400	Travel & Per Diem - Training, Seminars, Meetings	-	-	(350)	-	-
450	Insurance & Risk Management:					
	Public Position Bond	572	520	520	520	52
	General & Mgt Liability, Hired Auto and Umbrella	2,340	2,035	1,855	2,035	305
	Total Risk Management	2,912	2,555	2,375	2,555	357
460	Repairs & Maintenance - 4 flashing lights	1,000	-	_	-	1,000
470	Printing and Binding	1,500	2,300	611	1,417	(800)
490	General Departmental: Miscellaneous Expenses					
.01	MoCo Property Appraiser Charges	34,000	34,000	21,476	34,000	-

KEY LARGO FIRE RESCUE AND EMS DISTRICT FY 2012-2013 BUDGET DETAILS - DISTRICT

De	partment: 1100 District Board					
Exp Transa	ction Code 511 (except as indicated below)					
Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY11-12 Projected Actuals	Budget Increase/ (Decrease)
.02	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)	64,683	51,335	48,923	51,335	13,348
.03	Discretionary Expenditures	1,500	2,651	427	750	(1,151)
	Total General Departmental	100,183	87,986	70,826	86,085	12,197
411	Advertising	3,500	3,000	2,655	3,540	500
510	Office Supplies & Equipment	350	500	15	345	(150)
540	Dues, Subscriptions and Publications	1,875	1,900	1,868	1,900	(25)
	Department Total	\$ 327,238	\$ 283,659	\$ 195,412	\$ 281,260	\$ 43,579

	Department: 1250 Key Largo Fire & Rescue					
	Exp Transaction Code 522 (except as indicated below)					
Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY 11-12 Projected Actual	Budget Increase / (Decrease)
120	Regular Salaries & Wages: Please see Fire Dept. Handout					
	Office Manager	57,720	57,720	42,548	57,720	-
	Firefighter II/EMT (3)	134,178	129,927	99,844	133,125	4,251
	1 Supervisor Firefighter II/ Driver Operator per 24hr x 365	87,600	78,840	48,089	64,119	8,760
	Total Regular Salaries & Wages	279,498	266,487	190,481	254,964	13,011
121	Volunteer Pay:					
.01	Volunteer Chief's Reimbursement	24,000	24,000	18,000	24,000	-
.02	Volunteer Assistant Chief's Reimbursement	21,600	21,600	16,200	21,600	-
.03	4 Vol. F/F @ \$120 / 24 hr. day x 365 days	233,660	233,660	214,627	286,169	-
.03	2 Vol. F/F Home Shift Drivers (2 per station) @ \$30 / 12 hr. shift x 365 days	21,900	21,900	included in figure above	included in figure above	-
.03	Base Pay for Vols., Stipends, Responders, Special Details **	22,000	22,000	included in figure above	included in figure above	_
	Total Volunteer Pay	323,160	323,160	248,827	331,769	-
140	Overtime wages	6,080	4,000	4,000	4,000	2,080
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	46,568	45,414	34,437	45,191	1,154
230	Life & Health Insurance					
	Medical/Dental/Vision/Life Insurance for (4) Full Time Employees (\$500 per month each)	24,325	24,000	12,313	18,470	325
240	Worker's Compensation (10% increase)					
.01	Premium	36,812	32,010	17,031	29,196	4,802
.02	Audit Premium (Refund)	3,500	3,500	(2,156)	(2,156)	-
	Total Workers Compensation	40,312	35,510	14,875	27,040	4,802

	Department: 1250 Key Largo Fire & Rescue					
	Exp Transaction Code 522 (except as indicated below)					
Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY 11-12 Projected Actual	Budget Increase / (Decrease)
250	Unemployment Tax	16,500	16,500	6,365	12,730	-
312	Professional Services:					
	Firefighter Annual Physicals (\$400*50 F/F's includes TB test & Drug Testing)	20,000	20,000	10,235	20,000	_
	Background Checks, drug testing	1,000	1,000	70	280	-
	Total Professional Services	21,000	21,000	10,305	20,280	-
	Legal Services - Non-Litigation - Reasonable Stipend	1	1	-	-	-
	Litigation	-	45,000	45,000	45,000	(45,000
	Total Legal	1	45,001	45,000	45,000	(45,000
320	Accounting Fees (*note: Corporation pays an additional fee for accounting not reflected here.)	16,785	13,000	11,250	13,000	3,785
400	Travel & Per Diem - Training, Seminars, Meetings	10,000	5,000	4,587	5,000	5,000
401	Vehicle Reimbursement: Volunteer Chief's Command Vehicle	7,800	7,800	5,850	7,800	-
410	Phones, Television & Internet (Station Phones, Cell Phones, Air Cards)					-
.01	Station Phones, Equipment lease and DSL- North & So. Stations	12,900	12,900	7,932	10,576	-
.02	Cell Phone and Air Card Svcs - (8) Phones & (2) PCS card	7,691	5,091	5,355	7,140	2,600
.03	Television Service	2,500	1,650	2,021	2,695	850
	Total Phones	23,091	19,641	15,308	20,411	3,450
412	Postage & Freight	500	500	214	400	-
430	Utilities					-
.01	Electric	33,025	33,025	20,883	32,325	-
.02	Water (additional \$5,480 for sewer fees)	17,000	17,000	7,221	10,832	-
.03	Fire Hydrant Maintenance (120 Hydrants @ \$ 50 per hydrant)	6,000	6,000	6,000	6,000	-
.04	Propane Gas	724	724	391	587	-
	Total Utilities	56,749	56,749	34,495	49,744	-

	Department: 1250 Key Largo Fire & Rescue					
	Exp Transaction Code 522 (except as indicated below)					
Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY 11-12 Projected Actual	Budget Increase / (Decrease)
440	Rent & Leases:					-
	Station 24 Copier/Scanner/Fax Lease:	7,540	7,540	5,581	7,441	-
	Annual Lease Payment - DEP Station 25 Property	300	300	-	300	-
	Red Alert Incident Reporting Program support and maintenance	495	495	-	495	-
	Total Rent & Leases	8,335	8,335	5,581	8,335	-
450	Risk Management (10% increase across the board)					-
	Package (Property, General & Mgmt Liability, Portable Equipment)	61,012	55,465	-	-	5,547
	Auto	22,182	20,165	-	-	2,017
	Statutory AD&D	636	578	-	-	58
	Accident and Sickness	8,644	7,858	-	-	786
	Umbrella Policy	1,731	1,574	-	-	157
	Storage Tank Liability	1,557	1,415	-	-	142
	Total Risk Management	95,762	87,055	64,767	87,055	8,707
460	Repair & Maintenance: Equipment					-
	Air Packs	6,500	6,500	-	-	-
	Tools & Equipment	3,500	3,500	-	-	-
	Ground Ladders inspection	2,400	2,400	-	-	-
	Hurst tools inspection and maintenance	5,100	5,100	-	-	
	Total R&M Equipment	17,500	17,500	6,961	17,500	-
461	Repair & Maintenance: Buildings & Grounds	12,500	8,500	-	-	4,000
	Generator Preventive Maintenance Program	2,000	2,000	-	-	-
	Diesel fuel tank inspections both stations	2,400	2,400	-	-	-
	Elevator Maintenance Plan	3,500	3,500	-	-	-
	Total R&M: Buildings	20,400	16,400	18,209	20,000	4,000

	Department: 1250 Key Largo Fire & Rescue					
	Exp Transaction Code 522 (except as indicated below)					
Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY 11-12 Projected Actual	Budget Increase / (Decrease)
462	Repair & Maintenance: Vehicles (includes oil & lube)	45,425	35,925	34,651	41,581	9,500
	Aerial Truck Inspecting and Testing	1,100	1,100	-	1,100	-
	Total R&M Vehicles	46,525	37,025	34,651	42,681	9,500
470	Printing and Binding	500	500	-	100	-
490	General Departmental: General Office & Administrative Costs					
.04	Key Largo Wastewater District Assessments	3,924	3,924	3,793	3,793	-
.05	Other	4,900	4,900	340	1,500	-
.06	Computer / IT Services		-	1,814	2,419	-
.07	Payroll Processing Fees		-	415	553	-
	Total General Departmental	8,824	8,824	6,362	8,265	
491	Training - Instructor Fees, Education, Student Text and Fire Prevention					
.01	In-house training (Instructor Fees)	10,000	10,000	6,718	8,957	-
.02	WET Team Training	1,600	1,600	-	-	-
.03	Fire Prevention (KLVFD Only)	4,900	4,900	1,729	4,305	-
.04	Seminar Fees & Education & Text Books	5,500	5,500	2,638	4,017	-
.05	KAPLAN online education (50 firefighters @ \$60 per student)	3,000	3,000	938	1,876	
	Total Training	25,000	25,000	12,023	19,155	-
510	Office Supplies	4,725	4,725	1,862	2,483	-
520	Operating Supplies					
.01	Fire Ground Safety	6,300	2,500	2,581	3,572	3,800
.02	Daily Operating/Maintenance Supplies	6,628	4,400	4,012	6,018	2,228
.03	Medical Supplies & Equipment	4,000	3,000	3,942	5,913	1,000
.04	Command Vehicle Computer Software	2,200	2,200	1,292	1,938	-
.05	Station Cleaning/Housekeeping Supplies	7,144	4,700	3,708	5,562	2,444

	Department: 1250 Key Largo Fire & Rescue					
	Exp Transaction Code 522 (except as indicated below)					
Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY 11-12 Projected Actual	Budget Increase / (Decrease)
.06	Firefighting Gear (10 sets of Bunker Gear)	26,386	26,386	2,226	3,500	-
.07	Clothing, Apparel	8,200	9,200	5,527	8,291	(1,000
.08	Firefighting Foam or suppression agent	9,500	9,500	2,490	4,980	-
	Total Operating Supplies	70,358	61,886	25,778	39,774	8,472
521	Fuel: Gasoline	7,670	7,670	5,630	7,507	-
522	Fuel: Diesel	22,878	22,878	13,525	18,033	-
540	Dues, Subscriptions and Publications	2,000	2,000	1,048	1,500	-
630	Capital Outlay: Infrastructure Improvements					
	10 Fire Hydrants (\$6,050 per hydrant + 5% admin fee)	-	63,525	-	63,525	(63,525)
	Total Capital Outlay: Infrastructure Improvements	-	63,525	-	63,525	(63,525)
640	Capital Outlay: Equipment - Hurst Tool	5,000	5,000	-	5,000	-
641	Capital Outlay: Vehicles - Squad 24					
	Rescue Pumper - Squad 24	99,750	333,900	-	299,250	(234,150
	Tanker Pumper	259,000	300,000	-	-	(41,000)
	Total Capital Outlay: Vehicles	358,750	633,900	-	299,250	(275,150)
642	Capital Outlay: Small Tools & Equipment					
	Various Hose, Tools, Equipment >\$1,000 but < \$ 2,500 per each item and a useful life of 1 year or more	2,500	2,500	-	1,000	-
	Department Total	\$ 1,569,096	\$ 1,888,485	\$ 834,704	\$ 1,496,962	\$ (319,389
= Monthly -	\$150 FFI, \$175 FFII, Stipends per responder \$30 per call or \$15 for respondi	ng but not working				

Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments
120	Regular Salaries & Wages:						
	Administrative (1 Position)	46,500	45,000	29,076	45,000	1,500	Based on what MC BOCC decides for county employees (includes 3% possible raise)
	Paramedic Payroll	274,609	259,003	41,978	55,971	15,606	Includes 3% raise for medics (first in 3 yrs) & \$1.00/hr for schedule/backup PCR handling medic (\$285,392 - \$10,783 for OT = \$274,609)
	Less: EMS Income Applied to Offset Reimbursement	(195,535)	(206,535)	-	-	11,000	Billing agent predicts \$11,000 lower collection revenue compared to FY 2012
	Total Paramedic Payroll Reimbursement	79,074	52,468	41,978	62,967	26,606	
	Total Regular Salaries & Wages	125,574	97,468	71,054	107,967	28,106	
121	Volunteer Pay: Volunteer Reimbursement	141,280	142,800	96,892	129,189	(1,520)	removed \$10,200 for board member stipends & \$3,000 for Chief Pay
140	Overtime Wages	10,783	10,000	9,597	10,000	783	7.8% increase budgeted over last year
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	36,198	19,146	6,182	18,907	17,052	(46,500 + 274,609 + 154,480 + 10,783) X 0.0765 = 37,207 - changed for 10,200 reduction)
220	Retirement Contributions (Administrative 1 position)	4,500	4,500	1,491	4,500	-	Includes \$55,000 for LOSAP - moved to District's budget
230	Life & Health Insurance						
	Administrative (1 position)	10,500	10,000	6,320	10,000	500	
240	Worker's Compensation						
	Worker's Compensation (All Members including Administrative position)	25,000	19,480	21,276	28,368	5,520	Includes 20% possible increase due to claim this year
250	Unemployment Tax (State/Federal)	220	440	-	220	(220)	Based on YTD expenses paid
312	Professional Services:						
.02	Medical Director	18,000	18,000	13,500	18,000	-	This is what the KLF&EMS District decided upon last
314	Legal Services (any additional - requires board approval)	1	1	-	-	-	year
320	Accounting and Financial Services	8,500	7,000	5,618	7,491	1,500	Based on what has been spent last six months
400	Travel & Per Diem - Training, Seminars, Meetings - 2 members to Expo	4,500	3,500	_	3,500	1,000	Based on anticipated fuel and lodging cost increases
410	Phones - Station Phones, Cell Phones & Internet						
	Station Phones: (4 phone & 2 fax lines)	2,600	1,900	-	-	700	Based on YTD expenses shared with Trauma office Based on YTD expenses of between \$140 to \$168 per
	Wireless Air Cards	2,400	1,700	-	-	700	·
	DSL for Station	2,200	1,400	-	-	800	Increase of \$71 per month for Comcast TV
	Total Phones	7,200	5,000	3,527	4,703	2,200	

Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments
411	Advertising	200	200	131	200	-	
412	Postage & Freight	500	500	475	500	-	
430	Utilities						
.05	Electric & Propane	8,000	8,000	4,899	7,185	•	
.06	Water	4,000	2,000	2,219	3,698	2,000	Water bill is currently running \$300 per month with Sewer increase
	Total Utilities	12,000	10,000	7,118	10,883	2,000	
440	Rental Equipment - O2 rental bottles	2,220	2,000	974	2,000	220	Includes Oxygen bottle lease and new lease for copy machine (\$65/month)
450	Insurance & Risk Management						
	Fire/Wind/Flood	26,324	25,780	-	25,780	544	
	Auto & Umbrella	12,186	10,073	-	10,073	2,113	
	Disability Insurance (All Members)	5,326	5,326	-	5,326	-	
	Total Insurance & Risk Management	43,836	41,179	35,828	41,179	2,657	
460	Repair & Maintenance: Equipment	20,575	21,000	14,962	20,947	(425)	removed AED battery replacement (\$3,200) & one Autopulse battery (\$675)
461	Repair & Maintenance: Buildings (\$2,300 to pressure clean)	9,380	10,800	5,262	8,770	(1,420)	10% increase; reduced by \$2,500; the pressure cleaning done in FY12
462	Repair & Maintenance: Vehicles (includes oil & lube) 10% aging fleet	16,500	15,000	14,867	19,823	1,500	10% increase per KL EMS Board request
470	Printing and Binding - printing of new protocols completed in FY11	500	500	421	500	-	
490	General Departmental: Miscellaneous Expenses						
.08	Computer R&M (includes \$1,000 for backup)	5,000	4,000	1,350	2,025	1,000	Software updates & IT work
.09	Records Maintenance & Disposal	1,000	1,000	-	1,000	-	Fee for shredding medical records
.10	Employee Assistance Program (program through AETNA aprx \$2 per month per member)	1,100	1,100	900	1,100	-	
.11	Licenses & Permits	1,750	1,750	-	1,750	-	State license renewal fees
.12	Membership & Retention	2,500	2,500	270	1,500	-	Awards & membership recognition events
.13	Employee Drug Testing thru Keys Consortium (includes 4 random/month)	2,360	-	-	-	2,360	Drug testing not included in 2012 budget
.14	Key Largo Wastewater District Assessment	1,675	1,675	1,680	1,680	-	
	Total General Departmental	15,385	12,025	4,200	9,055	3,360	

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Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments
491	Training - Instructor Fees, Education						
.07	ACLS	-	3,500	1,050	1,100	(3,500)	Class every two years
.08	ClinCon or EMS Expo - 4 personnel	2,600	2,400	-	2,400	200	Annual seminars
.09	CPR Recertification for Department	-	1,200	-	400	(1,200)	reduced \$1,200
.10	Misc. Training/Books	700	1,700	95	1,500	(1,000)	Books for classes; reduced by \$1,000
.11	PALS	2,400	-	-	-	2,400	Class every two years
.12	PHTLS	3,500	-	-	-	3,500	Class every two years
.13	Zoll Summit - 2 personnel	1,800	-	-	-	1,800	Annual seminar but attend every two years
.14	Crystal Reports - PCR training	900	-	-	-	900	For patient care report software development training
	Total Training	11,900	8,800	1,145	5,400	3,100	
510	Office Supplies	3,200	2,200	2,016	3,024	1,000	Have spent over 72% in first six months
520	Operating Supplies						
.09	Station Supplies: Ambulance & Building	6,000	7,000	4,741	6,500	(1,000)	
.10	Medical Supplies-Bandages/First Aid/Drip Sets	44,500	48,000	23,695	39,492	(3,500)	reduced by \$3,500
.11	Uniforms, Clothing and Apparel, Membership Supplies	4,000	3,575	3,397	3,575		Replacement of duty uniforms and class B uniforms which are shared by members
	Total Operating Supplies	54,500	58,575	31,833	49,567	(4,075)	
522	Fuel: Diesel	15,000	15,000	11,363	15,151	-	
524	Medicine & Drugs						
	Supplies: Medicine & Controlled Substances	14,250	15,000	7,142	11,903	(750)	reduced by \$750
540	Dues, Subscriptions and Publications	250	250	-	250	-	
620	Capital Outlay: Buildings						
	Emergency generator for crew quarters	-	-	-	-	-	removed \$21,750; Dept. will apply for a grant for this equipment
	Pointing of building	9,000					Discussed at FY 2012 budget - pressure clean at end of FY 2012 and paint at start FY 2013 - reduced \$11,100 for
	Painting of building	8,900	-	-	-		partial payment of builiding payment in FY12
		8,900	-	-	-	8,900	

Acct #		Computati	ion / Explai	nation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY 11-12 Actuals thru June 30 (9 months)	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments	
640	Computer server and equipment replacements				5,400	5,200	5,007	5,200	200	Budgeting for replacement of Administrative A Computer & one PCR ToughBook reduced by \$400	Assit.
	Ambulance Cabinets				-	5,000	-	5,000	(5,000)		
	PDA STAT Training Manikin (1)					9,175	9,167	9,175	(9,175)		
	Stryker Stretcher Mount System (2) including installation - \$38,250 in Grant Revenues			-	51,000	-	51,000	(51,000)			
		T	Total C	Capital Outlay: Equipment	5,400	70,375	14,174	70,375	(64,975)		
				Department Total	\$ 626,752	\$ 620,739	\$ 387,368	\$ 612,372	\$ 6,013		
				Te	en percent over	last year's budget					
						From Above	\$ 626,752.00 \$ 626,752				
						Difference of	\$ -	(thus 10% over last	year's budget)		