

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

9/5/2012

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 96% collection)	\$	2,156,112
Interest Income		14,000
Total Revenues	\$	2,170,112

PROJECTED UNASSIGNED FUND BALANCE OCT 1, 2012	413,623
PROJECTED COMMITTED FOR VEH REPL FUND BALANCE OCT 1, 2012	1,461,976

TOTAL REVENUES, FUND BALANCES AND OTHER FINANCING SOURCES	\$ 4,045,711
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PROPOSED EXPENDITURES

Key Largo Fire/EMS District Board

Operating Expenditures	\$	337,238
Capital Outlay		-
Subtotal District Board	\$	337,238

Key Largo Fire & Rescue

Operating Expenditures	\$	1,160,480
Capital Outlay		429,654
Subtotal Key Largo Fire & Rescue	\$	1,590,134

Key Largo Ambulance

Operating Expenditures	\$	604,884
Capital Outlay		14,300
Subtotal Key Largo EMS	\$	619,184

Total Expenditures **\$ 2,546,556**

FUND BALANCE

Contribution to Vehicle & Equipment Replacement Fund Balance	75,000
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PROJECTED UNASSIGNED FUND BALANCE SEPT 30, 2013	320,808
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PROJECTED COMMITTED FOR VEH REPL FUND BALANCE SEPT 30, 2013	1,178,347
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TOTAL EXPENDITURES & FUND BALANCES	\$ 4,045,711
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KEY LARGO FIRE RESCUE AND EMS DISTRICT
FY 2012-2013
BUDGET DETAILS - DISTRICT

9/5/2012

Department:		1100	District Board				
Exp Transaction Code		511	<i>(except as indicated below)</i>				
Acct #	Computation / Explanation		FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY11-12 Projected Actuals	Budget Increase/ (Decrease)	
110	Board Member Stipends						
	5 Members @ \$ 200 / month x 12 months		12,000	12,000	12,000	-	
210	FICA Taxes: @ 7.65 % of Wages		918	918	918	-	
220	LOSAP plan for both departments (85 members)		55,000	-	-	55,000	
514.310	Legal Services						
.01	Non- Litigation		50,000	50,000	50,000	-	
.02	Litigation		-	25,000	25,000	(25,000)	
	<i>Total Legal Services</i>		50,000	75,000	75,000	(25,000)	
512.311	District Clerk Services		25,000	25,000	25,000	-	
513.320	Accounting and Financial Services						
.01	District Audit		11,000	10,500	10,500	500	
.02	Financial and Accounting Services		62,000	62,000	62,000	-	
	<i>Total Accounting & Financial Services</i>		73,000	72,500	72,500	500	
400	Travel & Per Diem - Training, Seminars, Meetings		10,000	-	-	10,000	
450	Insurance & Risk Management:						
	Public Position Bond		572	520	520	52	
	General & Mgt Liability, Hired Auto and Umbrella		2,340	2,035	2,035	305	
	<i>Total Risk Management</i>		2,912	2,555	2,555	357	
460	Repairs & Maintenance - 4 flashing lights		1,000	-	-	1,000	
470	Printing and Binding		1,500	2,300	1,300	(800)	

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

9/5/2012

Department:		1100	District Board					
Exp Transaction Code		511	<i>(except as indicated below)</i>					
Acct #	Computation / Explanation				FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY11-12 Projected Actuals	Budget Increase/ (Decrease)
490	General Departmental: Miscellaneous Expenses							
.01	MoCo Property Appraiser Charges				34,000	34,000	29,677	-
.02	MoCo Tax Collector Charge (@3% of Ad Valorem Collection)				64,683	51,335	49,000	13,348
.03	Discretionary Expenditures				1,500	2,651	1,250	(1,151)
	<i>Total General Departmental</i>				100,183	87,986	79,927	12,197
411	Advertising				3,550	3,000	3,550	550
510	Office Supplies & Equipment				300	500	400	(200)
540	Dues, Subscriptions and Publications				1,875	1,900	1,900	(25)
	Department Total				\$ 337,238	\$ 283,659	\$ 275,050	\$ 53,579
					Total Operating Budget	337,238	283,659	
					Total Capital Budget	-	-	
					Total	337,238	283,659	

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

9/5/2012

		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 Projected Actual	Budget Increase / (Decrease)
120	Regular Salaries & Wages: Please see Fire Dept. Handout							
	Office Manager				57,720	57,720	57,720	-
	Firefighter II/EMT (1)				46,042	44,625	138,762	1,417
	Firefighter II/EMT (1)				45,391	43,974	included in figure above	1,417
	Firefighter II/EMT (1)				42,745	41,328	included in figure above	1,417
	1 Supervisor Firefighter II/ Driver Operator per 24hr x 365 (reduced \$2,190)				85,410	78,840	69,186	6,570
	<i>Total Regular Salaries & Wages</i>				277,308	266,487	265,668	10,821
121	Volunteer Pay:							
.01	Volunteer Chief's Reimbursement				24,000	24,000	24,000	-
.02	Volunteer Assistant Chief's Reimbursement				21,600	21,600	21,600	-
.03	3 Vol. F/F @ \$120 / 24 hr. day x 365 days x 2 stations = 262,800, if all slots are filled, however, based on previous experience this line item has been decrease to be in line with actual results				241,322	233,660	285,222	7,662
.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	-
.03	Base Pay for Vols., Stipends, Responders, Special Details **				22,000	22,000	included in figure above	-
	<i>Total Volunteer Pay</i>				330,822	323,160	330,822	7,662
140	Overtime wages				6,080	4,000	4,000	2,080
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay				46,987	45,414	45,937	1,573

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

9/5/2012

		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 Projected Actual	Budget Increase / (Decrease)
230	Life & Health Insurance							
	Medical/Dental/Vision/Life Insurance for (4) Full Time Employees (\$500 per month each)				24,325	24,000	19,667	325
240	Worker's Compensation (reduced to actual premium amount for FY13)							
.01	Premium				26,560	32,010	25,064	(5,450)
.02	Audit Premium (Refund)				-	3,500	(2,156)	(3,500)
	<i>Total Workers Compensation</i>				26,560	35,510	22,908	(8,950)
250	Unemployment Tax				16,500	16,500	17,790	-
312	Professional Services:							
	Firefighter Annual Physicals (\$400*50 F/F's includes TB test & Drug Testing)				20,000	20,000	20,000	-
	Background Checks, drug testing				1,000	1,000	140	-
	<i>Total Professional Services</i>				21,000	21,000	20,140	-
314	Legal Services - Non-Litigation - Reasonable Stipend				1	1	-	-
	Litigation				-	45,000	45,000	(45,000)
	<i>Total Legal</i>				1	45,001	45,000	(45,000)
320	Accounting Fees (*note: Corporation pays an additional fee for accounting not reflected here.) (reduced by \$3,785)				13,000	13,000	13,000	-
400	Travel & Per Diem - Training, Seminars, Meetings				10,000	5,000	5,975	5,000
401	Vehicle Reimbursement: Volunteer Chief's Command Vehicle				7,800	7,800	7,800	-
410	Phones, Television & Internet (Station Phones, Cell Phones, Air Cards)							-
.01	Station Phones, Equipment lease and DSL- North & So. Stations				12,900	10,900	11,358	2,000
.02	Cell Phone and Air Card Svcs - (8) Phones & (2) PCS card				7,691	7,091	7,565	600
.03	Television Service				2,500	2,650	2,810	(150)
	<i>Total Phones</i>				23,091	20,641	21,733	2,450

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

9/5/2012

		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 Projected Actual	Budget Increase / (Decrease)
412	Postage & Freight				500	500	400	-
430	Utilities							-
.01	Electric				33,025	31,025	28,555	2,000
.02	Water (additional \$5,480 for sewer fees)				17,000	12,000	9,994	5,000
.03	Fire Hydrant Maintenance (120 Hydrants @ \$ 50 per hydrant)				6,000	6,000	6,000	-
.04	Propane Gas				724	724	724	-
	<i>Total Utilities</i>				56,749	49,749	45,273	7,000
440	Rent & Leases:							-
	Station 24 Copier/Scanner/Fax Lease:				7,540	7,540	7,703	-
	Annual Lease Payment - DEP Station 25 Property				300	300	300	-
	Red Alert Incident Reporting Program support and maintenance				495	495	495	-
	<i>Total Rent & Leases</i>				8,335	8,335	8,335	-
450	Risk Management (reduced to actual premium amounts for FY13)							-
	Package (Property, General & Mgmt Liability, Portable Equipment)				40,030	55,465	-	(15,435)
	Auto				16,612	20,165	-	(3,553)
	Statutory AD&D				740	578	-	162
	Accident and Sickness				8,644	7,858	-	786
	Umbrella Policy				1,560	1,574	-	(14)
	Storage Tank Liability				1,456	1,415	-	41
	<i>Total Risk Management</i>				69,042	87,055	62,396	(18,013)

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

9/5/2012

		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 Projected Actual	Budget Increase / (Decrease)
460	Repair & Maintenance: Equipment							-
	Air Packs				6,500	5,500	-	1,000
	Tools & Equipment				3,500	2,500	-	1,000
	Ground Ladders inspection				2,400	2,000	-	400
	Hurst tools inspection and maintenance				5,100	4,000	-	1,100
	<i>Total R&M Equipment</i>				17,500	14,000	13,038	3,500
461	Repair & Maintenance: Buildings & Grounds (reduced \$2,000)				10,500	13,000	-	(2,500)
	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	-	-
	<i>Total R&M: Buildings</i>				18,400	20,900	25,080	(2,500)
462	Repair & Maintenance: Vehicles (includes oil & lube) (reduced \$2,000)				43,425	40,925	44,038	2,500
	Aerial Truck Inspecting and Testing				1,100	1,100	1,100	-
	<i>Total R&M Vehicles</i>				44,525	42,025	45,138	2,500
470	Printing and Binding				500	500	-	-
490	General Departmental: General Office & Administrative Costs							
.04	Key Largo Wastewater District Assessments				3,924	3,924	3,793	-
.05	Other				1,700	500	1,500	1,200
.06	Computer / IT Services				2,500	3,200	2,428	(700)
.07	Payroll Processing Fees				700	1,200	610	(500)
	<i>Total General Departmental</i>				8,824	8,824	8,331	-

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

9/5/2012

		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 Projected Actual	Budget Increase / (Decrease)
491	Training - Instructor Fees, Education, Student Text and Fire Prevention							
.01	In-house training (Instructor Fees)				10,000	10,000	10,000	-
.02	WET Team Training				1,600	1,600	-	-
.03	Fire Prevention (KLVFD Only)				4,900	4,900	4,305	-
.04	Seminar Fees & Education & Text Books				5,500	5,500	3,536	-
.05	KAPLAN online education (50 firefighters @ \$60 per student)				3,000	3,000	1,126	-
	<i>Total Training</i>				25,000	25,000	18,967	-
510	Office Supplies				4,725	4,725	2,380	-
520	Operating Supplies							
.01	Fire Ground Safety				6,300	3,500	3,881	2,800
.02	Daily Operating/Maintenance Supplies				6,628	4,400	5,054	2,228
.03	Medical Supplies & Equipment				4,000	4,500	5,230	(500)
.04	Command Vehicle Computer Software				2,200	1,500	1,550	700
.05	Station Cleaning/Housekeeping Supplies				7,144	4,900	5,688	2,244
.06	Firefighting Gear (10 sets of Bunker Gear)				26,386	26,386	2,671	-
.07	Clothing, Apparel				8,200	9,200	6,689	(1,000)
.08	Firefighting Foam or suppression agent				9,500	7,500	5,976	2,000
	<i>Total Operating Supplies</i>				70,358	61,886	36,739	8,472
521	Fuel: Gasoline				7,670	7,670	7,853	-
522	Fuel: Diesel				22,878	22,878	23,965	-
540	Dues, Subscriptions and Publications				2,000	2,000	1,500	-

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

9/5/2012

Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments
120	Regular Salaries & Wages:					
	Administrative (1 Position) (reduced \$1,500)	45,000	45,000	45,000	-	SALY no raises for County EE's
	Paramedic Payroll	274,609	259,003	52,468	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	62,967	26,606	
	Total Regular Salaries & Wages	124,074	97,468	107,967	26,606	
121	Volunteer Pay: Volunteer Reimbursement	141,280	142,800	128,522	(1,520)	removed \$10,200 for board member stipends & \$3,000 for Chief Pay
140	Overtime Wages	10,783	10,000	10,000	783	7.8% increase budgeted over last year
210	Employer Payroll Taxes @ 7.65% of Full Time Wages and Volunteer Pay	36,083	19,146	18,856	16,937	(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	4,500	-	
230	Life & Health Insurance					
	Administrative (1 position)	10,500	10,000	10,000	500	
240	Worker's Compensation					
	Worker's Compensation (All Members including Administrative position) (reduced by \$2,453)	22,547	21,175	21,276	1,372	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	18,000	-	
314	Legal Services (any additional - requires board approval)	1	1	-	-	This is what the KLF&EMS District decided upon last year
320	Accounting and Financial Services	8,500	7,000	8,830	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

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

9/5/2012

Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments
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
	Wireless Air Cards	2,400	1,700	-	700	Based on YTD expenses of between \$140 to \$168 per month
	DSL for Station	2,200	1,400	-	800	Increase of \$71 per month for Comcast TV
	<i>Total Phones</i>	7,200	5,000	5,513	2,200	
411	Advertising	200	200	200	-	
412	Postage & Freight	500	500	500	-	
430	Utilities					
.05	Electric & Propane	8,000	8,000	7,909	-	
.06	Water	4,000	2,500	3,321	1,500	Water bill is currently running \$300 per month with Sewer increase
	<i>Total Utilities</i>	12,000	10,500	11,230	1,500	
440	Rental Equipment - O2 rental bottles	2,220	2,000	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	-	544	
	Auto & Umbrella	12,186	10,073	-	2,113	
	Disability Insurance (All Members)	5,326	5,326	-	-	
	<i>Total Insurance & Risk Management</i>	43,836	41,179	42,943	2,657	
460	Repair & Maintenance: Equipment	20,575	21,000	20,968	(425)	removed AED battery replacement (\$3,200) & one Autopulse battery (\$675)
461	Repair & Maintenance: Buildings (\$2,300 to pressure clean)	9,380	10,800	9,380	(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	15,500	21,979	1,000	10% increase per KL EMS Board request
470	Printing and Binding - printing of new protocols completed in FY11	500	500	500	-	

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

9/5/2012

Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments
490	General Departmental: Miscellaneous Expenses					
.08	Computer R&M (includes \$1,000 for backup)	5,000	3,500	2,288	1,500	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	1,100	-	
.11	Licenses & Permits	1,750	1,750	1,750	-	State license renewal fees
.12	Membership & Retention	2,500	2,500	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	-	
	<i>Total General Departmental</i>	15,385	11,525	9,318	3,860	
491	Training - Instructor Fees, Education					
.07	ACLS	-	3,500	1,050	(3,500)	Class every two years
.08	ClinCon or EMS Expo - 4 personnel	2,600	2,400	1,851	200	Annual seminars
.09	CPR Recertification for Department	-	1,200	-	(1,200)	reduced \$1,200
.10	Misc. Training/Books	700	1,200	500	(500)	Books for classes; reduced by \$1,000
.11	PALS	2,400	-	-	2,400	Class every two years
.12	PHTLS (reduced by \$3,500, will seek other funding or cancel class)	-	-	-	-	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
	<i>Total Training</i>	8,400	8,300	3,401	100	
510	Office Supplies	3,200	2,200	2,627	1,000	Have spent over 72% in first six months
520	Operating Supplies					
.09	Station Supplies: Ambulance & Building	6,000	7,000	6,800	(1,000)	
.10	Medical Supplies-Bandages/First Aid/Drip Sets	44,500	46,305	40,267	(1,805)	reduced by \$3,500
.11	Uniforms, Clothing and Apparel, Membership Supplies	4,000	3,575	3,546	425	Replacement of duty uniforms and class B uniforms which are shared by members
	<i>Total Operating Supplies</i>	54,500	56,880	50,613	(2,380)	

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

9/5/2012

Acct #	Computation / Explanation	FY 12-13 Proposed Budget	FY 11-12 Adopted Budget	FY11-12 Projected Actual	Budget Increase / (Decrease)	Comments
522	Fuel: Diesel	15,000	15,000	15,433	-	
524	Medicine & Drugs					
	Supplies: Medicine & Controlled Substances	14,250	15,000	11,763	(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
	Painting of building	8,900	-	-	8,900	Discussed at FY 2012 budget - pressure clean at end of FY 2012 and paint at start FY 2013 - reduced \$11,100 for partial payment of building payment in FY12
		8,900	-	-	8,900	
640	Capital Outlay: Equipment					
	Computer server and equipment replacements	5,400	5,200	5,007	200	Budgeting for replacement of Administrative Assit. Computer & one PCR ToughBook; reduced by \$400
	Ambulance Cabinets	-	5,000	5,000	(5,000)	
	PDA STAT Training Manikin (1)	-	9,175	9,175	(9,175)	
	Stryker Stretcher Mount System (2) including installation - \$38,250 in Grant Revenues	-	51,000	51,000	(51,000)	
	Total Capital Outlay: Equipment	5,400	70,375	70,182	(64,975)	
	Department Total	\$ 619,184	\$ 620,739	\$ 610,471	\$ (1,555)	
	Total Operating Budget	604,884	550,364			
	Total Capital Budget	14,300	70,375			
	Total	619,184	620,739			