



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Jennifer Miller; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Marilyn Beyer

DISTRICT MEETING APRIL 14, 2014 – FINAL

1. AGENDA

1.A. Call to Order

Chairman Thomas called the meeting to order at 6:00 p.m.

1.B. Pledge of Allegiance

Jennifer Miller led the Pledge of Allegiance.

1.C. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Jennifer Miller, George Mirabella and Bob Thomas. Commissioner Beyer was absent due to a previous engagement. There was a quorum.

Also present were: Don Bock, Vicky Fay, Jennifer Johnson, and Theron Simmons. The meeting was held at Station #24.

2. APPROVAL OF AGENDA & MINUTES

2.A. Approval of April 14, 2014 Agenda

2.B. Approval of Minutes of March 10, 2014 Meeting Minutes

MOTION: Commissioner Miller made a motion to approve the April 14, 2014 District Meeting Agenda and the March 10, 2014 Meeting Minutes.

Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

3. CHAIRMAN'S REPORT

There were no new items reported to the Board by Chairman Thomas.

4. SECRETARY'S REPORT

There was no Secretary's report.

5. PUBLIC COMMENT

No speakers from the General Public addressed the Board.

6. OLD BUSINESS

6.A. Discussion: Fire Hydrants

Commissioner Thomas reported FKAA is waiting for approval from FDOT for the seven hydrants to be installed. James Griffeth, Eric Fundora & Commissioner Thomas met to review the new fire hydrant package. There are 23 hydrants identified in the package. The piping is good for 15 hydrants, and the District is awaiting information from FKAA on the remaining hydrants to determine if the piping will handle the hydrants. Commissioner Thomas discussed placing the communities where the piping is inadequate with David Ritz (FKAA) to see if the hydrants may be placed on the FKAA five-year plan. It may also be possible to place a hydrant on U.S. 1 at the intersection where the roads enter the community to have more readily available in the event of a fire.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Jennifer Miller; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Marilyn Beyer

6.B. Discussion: Property Lease Transfer

Theron Simmons reported that Legal Counsel needs to review the lease addendum. The District would have the ability to backdate the payments. This item will be scheduled for the next meeting.

6.C. Discussion: Sale of Vehicles on Govdeals.com

Theron Simmons reported the Tanker sold on govdeals.com for \$37,920.62 less the buyer's premium of \$2,645.62 resulted in net proceeds of \$35,275.00 to the District.

7. NEW BUSINESS

7.A. Discussion: Schedule/Minutes/Reports from Old Fire Department

Legal Counsel has requested the minutes, financial reports and meeting schedule from the Old Fire Department.

7.B. Discussion: Annual Report (Corps)

The Ambulance Corps 2013 Annual Report will be scheduled for the next meeting.

7.C. Discussion: Annual Report (KLVFD)

The Fire Department 2013 Annual Report will be scheduled for the next meeting.

7.D. Discussion: Communications Plan

Vicky Fay presented a proposal for the Commissioners' consideration. This item will be scheduled for the next meeting.

8. FINANCIAL REPORT

8.A. Financial Report: February 2014

8.A. Financial Report: February 2014

Jennifer Zimmer Johnson reported that through February, or 41.7% of the budget, the District has received \$1,578,204.55 in Ad Valorem taxes (84%), and the expenses for the District are at \$132,488.17 (44.9%). All insurance is paid and the tax collector is paid as Ad Valorem taxes are received so the expense line item is at 84% already for the year, and property appraiser expenses have been paid through the 2nd quarter of FY13/14.

The Fire Department payroll is at \$127,781.71 (42.8%) and the volunteer pay is at \$121,876.37 (40.0%). Overtime pay is at 10.6%. The insurance is at 65.4%, and the renewal is in May with an installment payment still due, therefore, I predict this line item will go over budget and require a future budget amendment. Repairs and Maintenance are at 54%. The overall Operating Supplies are at 70.6%; however, the Daily Operating Supplies are at (83.3%), Medical Supplies and Equipment (99.4%), Firefighting Gear (98.8%) and Clothing and Apparel (83.7%). A budget line-item transfer may be necessary to move funds to these line items. The Fire Department expenses through February are \$681,276.94, which is 47.8% of budget.

The Ambulance Corporation expenses are \$205,512.81 or 33.9% of budget.

The overall District Expenses are \$1,019,277.92 or 43.8% of budget.

9. LEGAL COUNSEL REPORT

There were no other items presented by Legal Counsel.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Jennifer Miller; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Marilyn Beyer

10. EMS DEPARTMENT REPORT

10.A. Status Report: Combined February/March 2014

The Ambulance Corps is testing new volunteers. One of the ambulances is at the Ford dealer with a transmission problem.

11. FIRE DEPARTMENT REPORT

11.A. Performance Report: February 2014

11.B. Performance Report: March 2014

11.C. Status Report: Combined February/March 2014

One March report shows 51 calls and the other shows 98 calls. The one report shows 98 because the smoke detector installations were classified as public assistance. Almost all of the 200 smoke detectors have been installed. Both of the February reports showed 61 calls. There is a glitch in the NFIR's report, and Linda is working on the report. The new Squad has some transmission problems,

12. COMMISSIONER ITEMS

There were no Commissioner items.

13. NEXT MEETING

The meeting advertised for April 28, 2014 will be cancelled and the next meeting will be scheduled for Monday, May 12, 2014. Commissioner Miller made a Motion to Adjourn at

MOTION: Commissioner Miller made a motion to cancel the April 28, 2014 Meeting, and schedule the next meeting for May 12, 2014. Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

14. ADJOURN

Commissioner Allen made a Motion to adjourn at 6:39 p.m., which was seconded by Commissioner Miller and was unanimously approved by the Board.

Next Scheduled Meetings:

- May 12, 2014 District Meeting
- May 19, 2014 District Meeting (if required)
- June 9, 2014 District Meeting
- June 23, 2014 Budget Workshop (Corps) followed by (District Meeting, if required)

DOCUMENTS

- AI 2.B. 140310 District Meeting Minutes
- AI 7.B. KLVAC 2013 Annual Report
- AI 7.C. KLVFD 2013 Annual Report
- AI 8.A. District Financial Report 140228
- AI 10.A. KLVAC Status Report (Combined 140228 & 140331)
- AI 11.A. & B. KLVFD Performance Reports 140228 & 140331
- AI 11.C. KLVVFD Status Report (Combined 140228 & 140331)