



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

BUDGET WORKSHOP JULY 14, 2014 – DRAFT

1. AGENDA

1.A. Call to Order

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

1.B. Pledge of Allegiance

Commissioner 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. There was a quorum.

Also present were: Don Bock, Vicky Fay, Matt Francis, Scott Robinson and Jennifer Johnson. The meeting was held at Station #24.

1.D. Approval of Agenda

MOTION: Commissioner Miller made a motion to approve the July 14, 2014 Budget Workshop Agenda. Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

2. PUBLIC COMMENT

There were no speakers from the General Public

3. DISCUSSION: KLVFD FY 2014-2015 Proposed Budget

Jennifer Johnson reported there were a couple of changes to Capital Outlay reflecting the \$150,000 for the reimbursement from the County for the fire hydrants. There was also a change to account 520 (Bunker Gear) to reflect the DHS/FEMA Grant Award of \$25,272 for 13 sets of PPE.

Acct 120.01 (Office Manager) This account remains the same.

Acct 120.02 (Firefighters) A \$1.00 step-plan increase was included for the full-time firefighters and this includes the straight-time overtime for the firefighters. The part-time pay was decreased. Holiday Pay and PTO were budgeted.

Acct 121 (Volunteer Pay) The chief declined reimbursement. Scheduling is for five volunteers rather than six.

Acct 140 (Overtime) Overtime was slightly decreased.

Acct 210 (Employer Payroll Taxes) was increased by \$498 to cover for part-time and PTO and for other payroll increases and decreases that we just discussed.

Acct 220 (Retirement Plan) may be changing as there are only four or five firefighters participating in the plan.

Acct 230 (Health Insurance) This remains the same; however, the projected actual is coming in less than budget.

One person does not participate in the Health Insurance Plan.

Acct 240 (Workman's Compensation) A 5% increase is anticipated.



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3. **DISCUSSION: KLVFD FY 2014-2015 Proposed Budget (Continued)**

- Acct 250 (Unemployment Tax) This was decreased based upon projected actual.
- Acct 312 (Professional Services) This was decreased by \$900 for the background checks.
- Acct 314 (Legal Services) This item was removed from the budget.
- Acct 320 (Accounting Fees) The Accounting Fees were increased by \$500.
- Acct 400 (Travel) remains the same.
- Acct 401 (Chief's Vehicle) There are no Chief's Vehicles.
- Acct 410 (Phone/Television/Internet) This item remains the same. The department is working to convert everything to Comcast. Commissioner Allen recommended the department research converting the fax line.
- Acct 430 (Utilities) includes the KLWTD sewer usage charges.
- Acct 440 (Rent & Leases) This was increased by \$112 based upon the current \$1 per month land lease and an increase of \$100 for the Red Alert support and maintenance contract.
- Acct 450 (Risk Management) It is expected the insurance will be increased by 5%.
- Acct 460 (Repairs & Maintenance: Equipment) was increased by \$7,300. The Cascade System Compressor is budgeted at \$3,000. Previously, there has not been a Radio Maintenance Contract. The proposed contract is for \$4,300 and will cover both the new and the existing radios. This was recommended by the Marathon Communications Department. Commissioner Mirabella reported there are 59 radios (46 radios at the Fire Department and 13 radios at the Corps).
- Acct 461 (Repairs & Maintenance: Buildings and Grounds) This item remains the same.
- Acct 462 (Repairs & Maintenance: Vehicles) was decreased by \$9,500 due to the purchase of the three new vehicles. Safety Marking Detail for the back of the truck is budgeted at \$1,400. This account was decreased by \$8,100 in total.
- Acct 470 (Printing & Binding) This item remains the same.
- Acct 490 (General Departmental) This was decreased by \$892; however, the KLWTD assessment was decreased by \$2,192 however this needs to be confirmed the proposed budget only includes the non Ad Valorem sewer assessment for Station 25, and computer/IT Services were increased by \$500. There is a total decrease of \$892 for this account.
- Acct 491 (Training, Instructor Fees, Education, and Student Text & Fire Prevention) This item remains the same.
- Acct 510 (Office Supplies) was decreased by \$2,363 based upon projected actual.
- Acct 520 (Operating Supplies) was increased by \$7,617. Fire ground safety, medical supplies and clothing apparel were increased; and Station Cleaning Supplies and Fire Fighting Foam were decreased. There are 13 sets of Bunker Gear budgeted for \$26,535. The District received A DHS/FEMA Grant in the amount of , and the District will only have to pay \$1,263.
- Acct 521 (Gas) was reduced by \$1,000.
- Acct 522 (Diesel) was decreased by \$7,500.
- Acct 540 (Dues, Subscriptions & Publications) was increased by \$500.
- Acct 630 (Capital Outlay: Improvements – Fire Hydrants) was increased by \$50,000 however, the County will reimburse 100% of the \$150,000 budget for the hydrant project.
- Acct 640 (Equipment) was reduced by \$1,191.
- Acct 641 (Vehicles,) was decreased by \$229,584. There are no fire department vehicles are scheduled for replacement in FY 14-15.
- Acct 542 (Capital Outlay: Small Tools & Equipment) was increased by \$2,500 including 5" hose for the fire trucks.
- Acct 643 (Capital Outlay: Building) was increased by \$7,500 for carpet and \$4,500 for replacing the appliances at Station 24. Commissioner Mirabella stressed the need of installing a Plymovent System to remove air-borne carcinogens from the air. This will improve air quality and enhance firefighter safety.
- Acct 805 (Honor Guard) was reduced by \$1,960.



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3. DISCUSSION: KLVFD FY 2014-2015 Proposed Budget (Continued)

Overall, the Fire Department budget is \$1.3M as follows:

Operating budget	\$ 1,127,301	which is an increase of \$1,248.
Capital Outlay	\$ 178,250	which is a decrease of \$166,275.

The department has not received the 501.c. status from the IRS as of yet.

4. ADJOURN

Commissioner Miller made a motion to adjourn the Budget Workshop at 6:22 p.m., which was seconded by Commissioner Mirabella.

DOCUMENTS

KLVFD Proposed Budget FY 2014-2015 dated 07/09/14

KLVFD Salaries 2014-2015