



## 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** **AUGUST 25, 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**

Vicky Fay led the Pledge of Allegiance.

##### **1.C. Roll Call**

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

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

##### **1.D. Approval of Agenda**

**MOTION:** Commissioner Mirabella made a motion to approve the August 25, 2014 Budget Workshop Agenda. Commissioner Beyer seconded the motion, and the Board unanimously passed the motion.

#### **2. PUBLIC COMMENT**

Theron Simmons reminded everyone it is election season, and the Board would be discussing the election process during the regular meeting. He also cautioned everyone against making statements that could be viewed as advocating/campaigning for a particular candidate.

#### **3. DISCUSSION: KLFR&EMS District FY 2014-2015 Proposed Budget**

The Budget being presented today has a millage rate of .8550 Mills, which is 7.47% above rollback. The Projected Ad Valorem Taxes (at a 97% collection rate) is a little over \$2M, and interest income is \$7,000. The contributions from the County (304 Infrastructure Sales Tax reimbursement) are \$300,000 (\$150,000 for vehicles and \$150,000 for fire hydrants). As of October 1, 2014 the Unassigned Fund Balance is \$687,615, and the amount committed for the Vehicle Replacement Fund is \$461,551. The total projected revenues, fund balances and other financing sources for FY 2014-2015 are \$3,510,295.

The projected Operating expenses for FY 2014-2015 are: District Board (\$351,953), Fire Department (\$1,346,091) and the Ambulance Corps (\$800,194) for a total projected expenditure of \$2,498,238, which will result in an Unassigned Fund Balance of \$500,506 and a balance of \$511,551 for Vehicle Replacement. Finance recommends maintaining at a minimum three months operating funds in the Unassigned Fund Balance.



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### 3. **DISCUSSION: KLFR&EMS District FY 2014-2015 Proposed Budget** **District Budget**

Acct 110 (Commissioner Stipends): This item remains the same at \$12,000.

Acct 514.310 (Legal Services): This account remains the same with funds included for litigation, if necessary.

Acct 512.311 (District Clerk): The clerk projected a reduction of \$2,000 in fees as the last fiscal year was higher due to the transition of the Fire Department.

Acct 512.312 (Professional Services): This item was removed as the Strategic Plan was completed in FY 2013-2014.

Acct 513.320.01 (Accounting & Financial Services): Jennifer Johnson negotiated a reduction in the District Audit of \$1,000.

Acct 513.320 Financial & Accounting Services): This item remains the same at \$62,000.

Acct 450 (Insurance & Risk Management): This item was slightly increased from \$2,169 to \$2,234 for the general liability umbrella policy.

Acct 460 (Repairs & Maintenance: Flashing Light): This item remains at \$1,000.

Acct 470 (Printing & Binding): This items remains at \$2,500, the same as FY 2013-2014.

Acct 490.01 (General Dept: Property Appraiser Charges): This item was increased by \$7,645 due to the projected increase of Ad Valorem Taxes.

Acct 490.02 (General Dept: Tax Collector Fees): This item was increased by \$4,496 due to the projected increase of Ad Valorem Taxes.

Acct 490.03 (Discretionary Expenditures): This item was reduced by \$110.

Acct 411 (Advertising): This item remains the same at \$5,000.

Acct 510 (Office Supplies & Equipment): This item was increased by \$500 as newsignaturestamps will be required with the change in Commissioners.

Acct 540 (Dues & Subscriptions): This item was increased by \$50.

The total District Board Operating Budget for FY 2014-2015 is \$301,953, which is an increase of \$7,150 from FY2013-2014. The total District Budget will increase by \$57,150, which includes a budgeted transfer of \$50,000 to the Vehicle & Equipment Replacement Fund.

#### **Key Largo Volunteer Fire Department**

The changes from the last budget presented to the District Board are the increase in the Workman's Compensation insurance of \$5,167; the installation of anew Plymovent system in Station #24 (\$38,058), and the upgrade of the Plymovent System for Station \$25 (\$21,871).

Other items discussed were:

Acct 140 (Overtime): There is a reduction in overtime of \$3,505 based upon retention.

Acct 450 (Risk Management): Insurance premiums were increased by 5%.

Acct 491.02 (Wet Team Training): The funds will be used for instructor training and training materials. Rob Blesser will administer the program.

Acct 462 (Repair & Maintenance: Vehicles): With three new vehicles, the maintenance was decreased by \$8,100. This also includes \$2,500 for Safety Marking on the rear of the trucks.

Acct 520.06 (Firefighting Gear): The District's portion of the AFG Grant award is \$1,263 for 13 sets of bunker gear.

Acct 522 (Diesel): This account was decreased by \$7,500.

The Key Largo Volunteer Fire Department's total operating expenses are \$1,107,912, which is an increase of \$2,333 from FY 2013-2014. The capital Outlay is \$238,179, which is a decrease of \$106,346.



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### **3. DISCUSSION: KLFR&EMS District FY 2014-2015 Proposed Budget (Continued)**

The Fire Department's total budget is \$1,346,091 for FY 2014-2015, which is a decrease of \$104,013 from FY 2013-2014.

#### **Key Largo Volunteer Ambulance Corporation**

The changes from the last budget presented to the District Board are as follows:

The Workman's Compensation was increased to agree with the renewed policy

Acct 643 (Capital Outlay: Buildings): This is a new item in the amount of \$28,241 for the addition of a Plymovent System provide better protection for the personnel by removing carcinogens from Ambulance Corps Bay.

Other items discussed were:

Acct 320 (Accounting & Financial Services): This account was increased by \$4,100 to \$14,600.

Acct 640 (Capital Outlay Equipment: Telephone System): The new phone system is approximately \$8,000, and it is a capital expenditure. This item was \$12,000 in the preliminary budget and will be reduced to \$8,000.

Acct 440 (Rental Equipment): This account should be increased to \$5,500 to be in line with the current year projected expenses.

Acct 460 (Repair & Maintenance: Equipment): \$6,000 increase from the FY13-14 Budget, Chief Bock will review this item, which includes service contracts, software and outside backup.

Acct 461 (Repair & Maintenance: Buildings): This item was increased \$2,000. On the Fire Department side at Station 25 there is a problem with a leaking shower. The department was asked to check the insurance, and to have the problem repaired as it could lead to larger issued (i.e. mold, mildew, sick building syndrome).

Before the changes above were made, the Key Largo Volunteer Ambulance Corporation's total operating expenses are \$579,953, which is a decrease of \$18,188 from FY 2013-2014. The capital Outlay budget is \$220,241. The Ambulance Corporation's total budget is \$800,194 for FY 2014-2015, which is an increase of \$187,695 from FY 2013-2014.

### **4. ADJOURN**

CommissionerAllenmade a motion to adjourn the Budget Workshop at6:42p.m., which was seconded by CommissionerMirabella.

### **DOCUMENTS**

KLFR&EMS District Proposed Budget FY 2014-2015 dated 08/14/14