

**KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES
DISTRICT BOARD**

**MEETING MINUTES - FINAL
November 8, 2005**

Attendees: Chairman, Bill Andersen: Commissioners: Marilyn Beyer, Mike Cavagnaro, Pam Steed, Mark Wheaton. Also present were: Brenda Beckman, Tom Dillon, Vicky Fay, Chris Fleming, Sergio Garcia, Theron Simmons, Tom Tharp and Andy Tobin.

Call to Order/Roll Call/Pledge of Allegiance: Chairman, Bill Andersen called the meeting to order at 6:00 p.m, and Marilyn Beyer called the roll. All of the Commissioners were present, and Marilyn Beyer led us in the Pledge of Allegiance.

Approval of the October 17th Minutes: The minutes are still in draft, and will be presented at a later meeting for approval.

Approval of the November 1st Minutes: Pam Steed moved, which Mark Wheaton seconded and was unanimously approved with the November 8, 2005 minutes be approved with the following changes: Revise the format attendance section and include a reference to the EMS Department in the Agenda Item #2005-0001. Reports from the Fire and EMS Departments will be added to the agenda.

Changes or Additions to the Agenda: There were no changes to the agenda.

Chairman's Report: None

General Business:

BOCC Agenda Item (Loan): This item is scheduled for the November 16th BOCC Meeting in Key Largo. Vicky will contact Commissioner Nelson's Office to request a time certain. This will be an "advance" instead of a "loan" through an Interlocal Agreement with the County.

Transition Team Report: The Transition Team team met with Tom Willi, Clark Martin and Danny Kolhage on November 8th. The Team discussed the results of the meeting. The initial Interlocal Agreement will only address the advance to the district. The district needs to identify the:

- Budgeted funds transferable to the district,
- Portions of the full-cost allocation income funds transferable to the district,
- Services and responsibilities the district wants to assume, and
- Services and responsibilities the district wants the county to maintain.

The transfer of specific services and responsibilities to be transitioned to the district will be processed through additional Interlocal Agreements.

Public Meeting Schedule: The district will need to establish a public meeting schedule: quarterly, semi-annually or annually. This will fulfill the legal requirements of FS 189.417, and Florida Special District Handbook (Section 3-2).

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Office Space (Pink Plaza): The Board has not made a definite decision to establish an office; however, Bruce Gerlen is in town if anyone would like to look at the different offices that are available at the Pink Plaza. He may be reached at 515-244-1005.

New Business:

Financial Services: Andy Tobin recommended the Board to engage Cindy Lawson's services to identify and confirm all tax funds and dollars that should be transferred to the District. Bill Andersen will contact Cindy Lawson to request a resume.

District Logo: The Fire and EMS Departments are working together to design a logo to present to the Board for approval.

KLFR&EMS Board District Post Office Box: Marilyn Beyer setup the post office box for the District. It is Post Office Box 371023, Key Largo, FL 33037.

Fire Department Report: Vehicle replacement is scheduled prior to September 30, 2006. The construction at the north fire station was discussed. The Department is working with the new Rowell's Marina property owners to see if they can park the north fire station trucks there during construction. This will need to be coordinated with the Fire Department, the new owner's and the county.

EMS Department Report: The hurricane damage to the EMS station will be covered by insurance. The deductible will need to be verified. Each departments EOC responsibilities were discussed in relationship with the county EOC.

The Board's next meetings are scheduled for November 14th, 21st and 28th, 2005.

Adjourn: Pam Steed moved, which Mark Wheaton seconded and was unanimously approved to adjourn the meeting at 8:00 p.m.