



KEY LARGO FIRE RESCUE & EMS DISTRICT

Seat 1, William A. Andersen, Seat 2, Michael Cavagnaro;
Seat 3, Mark Wheaton; Seat 4, Tom Tharp;
Seat 5, Marilyn Beyer



KEY LARGO FIRE & EMS DISTRICT MEETING SEPTEMBER 15, 2008 - FINAL

Attendees: Chairman, Bill Andersen; Commissioners: Marilyn Beyer, Mike Cavagnaro, Tom Tharp and Mark Wheaton. Also present were: Brenda Beckmann, Vicky Fay, Sergio Garcia, Laurie Harrison, Joshua Hauserman, Jay Ogden, Peter Rosasco, Dirk Smits and Robert Stoky. The meeting was held at the Station #24.

1. AGENDA

1.A. Call to Order: Chairman, Bill Andersen, called the meeting to order at 8:53 p.m.

1.B. Roll Call: Vicky Fay called the roll. The following Commissioners were present: Bill Andersen, Marilyn Beyer, Mike Cavagnaro, Tom Tharp and Mark Wheaton. There was a quorum.

2. APPROVAL OF AGENDA & MINUTES

2.A. Approval of Agenda

The agenda was reviewed, and Items 5.D. Travel Request KLVFD (Change in Personnel) and Item 6.I Trauma Star were added to the agenda.

2.B. Approval of Minutes

2.B.1. August 11, 2008 Meeting Minutes (Budget Workshop)

Motion: Commissioner Tharp made a motion to accept the August 11, 2008 Budget Workshop Meeting Minutes with no changes. This motion was seconded by Commissioner Cavagnaro and the Board unanimously approved the motion.

2.B.2. August 11, 2008 Meeting Minutes (District Meeting)

Motion: Commissioner Tharp made a motion to accept the August 11, 2008 District Meeting Minutes with no changes. This motion was seconded by Commissioner Cavagnaro and the Board unanimously approved the motion.

REPORTS

3. Chairman's Report

The Chairman did not have any new items to report.

4. Secretary's Report

Commissioner Beyer expressed appreciation to the Key Largo Volunteer Fire Department in their support in providing good information to the District Clerk for the AFG Grant.

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5. **OLD BUSINESS**

5.A. **KLTFD: Status Small Claims Court-Overholt**

The architect said the responsibility for bolting down the fuel source tanks belong to Overholt, Construction, and Joshua Hauserman will call Overholt tomorrow.

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KLFR&EMS District, P. O. Box 371023, Key Largo, FL 33037-1023



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5.B. District: KLVFD: Status North Station Blinking Traffic Light

Hauserman reported that Kevin Wilson and DOT are trying to locate someone to perform the work for the traffic light.

5.C. District: KLWTD: Appeal of EDU's

Joshua Hauserman reported the District should pay the assessment for one year, establish one year of usage, and then setup up a meeting with the KLWTD to discuss the District's assessment for the North Station. The cost of the second meter would be approximately \$1,500.00.

5.D. KLVFD: Travel Request (Change in Personnel)

Phil Jones will replace Brian Sellers on the Northwest Florida Volunteer Firefighter Weekend.

Motion: Commissioner Cavagnaro made a motion approve travel for Phil Jones to the Northwest Florida Volunteer Firefighter Weekend instead of Brian Sellers. This motion was seconded by Commissioner Beyer and the Board unanimously approved the motion.

6. NEW BUSINESS (ACTION)

6.A. Approval/Motion: District (AFG 2007-2008 Grant -Processing Requests & Facility Modification

The KLVFD will assemble the specifications, proposal and submit to the District Clerk for review before they are submitted to Finance. Vernis & Bowling will coordinate the Monroe County permits required for the facility modification.

6.B. Approval/Motion: KLVFD (Extension of Contract)

The Commissioners reviewed the extension to the KLVFD Contract.

Motion: Commissioner Cavagnaro made a motion to approve the KLVFD Contract extension. This motion was seconded by Commissioner Wheaton, and was unanimously passed by the Board.

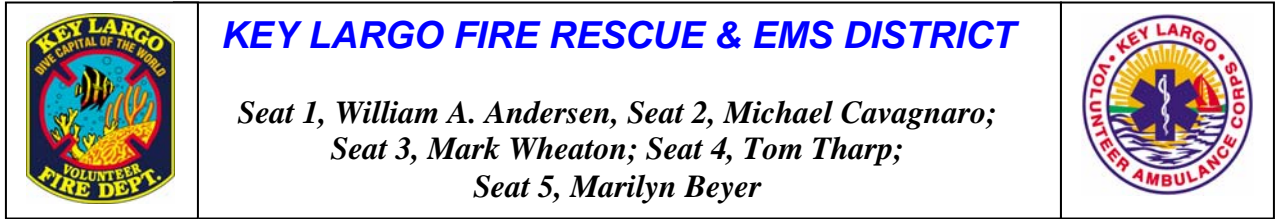
6.C. Approval/Motion: 4th Quarter Advertising Schedule

The meetings for the 4th Quarter of 2008 will be October 20th, November 10th and December 8, 2008.

Motion: Commissioner Tharp made a motion to accept the 4th Quarter District Meeting Schedule. This motion was seconded by

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6.D. Approval/Motion: FASD (Participating Member)

As a member of the Florida Association of Special Districts, Vicky Fay reported the District needed to identify a participating member to vote in FASD activities. There was general consensus Commissioner Tharp should represent the District as the participating member.

6.E. Approval/Motion: Tropical Business Services (Extension of Contract)

The Commissioners reviewed the extension and changes to the Tropical Business Services Contract.

Motion: Commissioner Wheaton made a motion to approve the Tropical Business Services Contract extension. This motion was seconded by Commissioner Cavagnaro, and was unanimously passed by the Board.

6.F. Approval/Motion: Vernis & Bowling (Extension of Contract)

The Commissioners reviewed the extension to the Vernis & Bowling Contract.

Motion: Commissioner Wheaton made a motion to approve the Vernis & Bowling Contract extension. This motion was seconded by Commissioner Cavagnaro, and was unanimously passed by the Board.

6.G. Approval/Motion: Letter of Engagement Bishop & Rosasco

The Commissioners reviewed the Letter of Engagement for Bishop & Rosasco, and the changes to the organizational structure were discussed.

Motion: Commissioner Wheaton made a motion to accept the Bishop & Rosasco Letter of Engagement. This motion was seconded by Commissioner Cavagnaro, and was unanimously passed by the Board.

6.H. Approval/Motion: KLVAC (Budget Line-Item Transfer) \$6,200.47

The Budget Line Item for Workers Compensation was reduced by \$6,200.47 due to the new rate structure. The line item for Insurance was increased by \$5,736.29 and the Maintenance Equipment line item was increased by \$464.18.



Motion: Commissioner Wheaton made a motion to approve the Budget Line-Item Transfer in the amount of \$6,200.47. This motion was seconded by Commissioner

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Cavagnaro, and was unanimously passed by the Board.

6.I. Trauma Star

Commissioner Tharp discussed the Trauma Star issue. The Key Largo citizens have already paid for air-ambulance services through the Upper Keys Health Care Taxing District. The concerns are that the Trauma Star tax on the ballot will be an additional tax for the Key Largo citizens, there is no sunset date to end this tax, and it includes the KLFR&EMS District. It is acceptable for the District to spend funds to educate the public regarding the issue, and Dirk Smits will prepare a Letter of Opinion for the District. The District can appeal the tax if the bill adopted. The District Clerk was directed to work with Commissioner Tharp, Brenda, Upper

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6.I. Trauma Star (Continued)

is Keys Advisory Board and Mariner's hospital as appropriate to develop an advertisement for the District.

7. FINANCIAL REPORT

7.A. July, 2008 District Financial Report

Peter Rosasco presented the July, 2008 District Financial Report.

8. LEGAL COUNSEL REPORT

Vicky Fay was directed to place the Board Stipend on the agenda for the October 20, 2008 meeting, and place the advertisement in accordance with legal requirements.

9. KLVAAC REPORT

The Ambulance Corporation did not have any new items to report.

10. KLVFD REPORT

Chief Garcia reported the costs for fire hydrants range between \$6,500 to \$7,500. The department has obtained the names of three vendors who install hydrants. Garcia will work with Hauserman to obtain bid proposals for the hydrants. Commissioner Beyer indicated both departments need to notify the District whenever their departments host events in the community.

10. ADJOURN

Commissioner Tharp made a motion to adjourn the meeting at 9:48 p.m., which was seconded by Commissioner Wheaton.

Next Scheduled Meetings:

September 22, 2008 Final Public Hearing & District Meeting;

District Meetings: October 20, 2008, November 10, 2008 and December 8, 2008

DOCUMENTS

080811 Meeting Minutes (Budget Workshop) & 080811 Meeting Minutes (District Meeting)

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080820 Vernis & Bowling Letter to William P. Horn (Architect)
080911 KLVFD Extension of Contract
080915 Tropical Business Services Extension of Contract
080915 Vernis & Bowling Extension of Contract
080915 Bishop & Rosasco Letter of Agreement
080915 KLVAC (Budget Line Item Transfer)
080915 Travel Request KLVFD (Florida Firefighter's Week for Jones)
07/31/08 Revenues & Expenditures
07/31/08 Expenditure Detail Report
07/31/08 Reconciliation Summary/Detail
07/31/08 Register (07/01/08-07/31/08)

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