



**DISTRICT MEETING  
APRIL 25, 2011 – DRAFT**

**1. AGENDA**

**1.A. Call to Order**

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

Also present were: Vicky Fay, Ronnie Fell, Sergio Garcia, James Griffith, Mike Jenkins, William Meehan, Scott Robinson, Theron Simmons, Bruce Stoll and Jennifer Zimmer. The meeting was held at Station #24.

**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: William Andersen, Marilyn Beyer, Mike Edgerton, Jennifer Miller and Mark Wheaton. There was a quorum.

**2. APPROVAL OF AGENDA & MINUTES**

**2.A. Approval of Agenda**

**Motion:** Commissioner Miller made a motion to ***approve the agenda***. This motion was seconded by Commissioner Edgerton, and the Board unanimously passed the motion.

**2.B. Approval of Minutes**

**2.B.1 District Meeting Minutes March 21, 2011**

**Motion:** Commissioner Miller made a motion to ***approve the April 11, 2011 District Meeting Minutes***. This motion was seconded by Commissioner Beyer, and the motion was passed unanimously by the Board.

**3. CHAIRMAN'S REPORT**

The Chairman did not have any new items to present to the Board.

**4. SECRETARY'S REPORT**

There were no new items presented by the Secretary.

**5. PUBLIC COMMENT**

There were no comments from the Public.

**6. OLD BUSINESS**

**6.A. 20% Reimbursement Requirement**

Theron Simmons spoke with Dale Morgado, the FSLA attorney, regarding the requirement. The 20% reimbursement requirement is a guideline versus a rule. Theron expects to have additional information for the next meeting.



**6.B. Update KLVFD & KLVAC Contract Status**

**6.B.1 Fire Department Contract**

Both the KLVFD and the Commissioners are glad the contract has been signed. Commissioner Edgerton was commended for working with both legal departments to resolve the issues.

**Motion:** Commissioner Edgerton made a motion to *approve the KLVFD Contract for the period of April 25, 2011 to April 26, 2014*. This motion was seconded by Commissioner Beyer. The Board unanimously passed the motion to approve the contract.

**7. NEW BUSINESS**

**7.A. Adopt-A-Charity (FASD)**

Each year the Florida Association of Special Districts adopts a local charity in the community where they hold their annual convention. Commissioner Edgerton recommended Voices for Florida Keys Children, Inc. This organization provides financial support for the children involved in the Guardian Ad Litem Program.

**Motion:** Commissioner Edgerton made a motion to *support the selection of Voices for Florida Keys Children, Inc. to the Florida Association of Special Districts as the local charity to adopt for the annual convention being held in Key Largo*. This motion was seconded by Commissioner Wheaton. Commissioners Beyer, Edgerton, Miller and Wheaton voted "Yes" with Commissioner Andersen abstained because he is their CPA. The motion was passed.

**7.B. Budget Discussion**

Jennifer Zimmer distributed the Budget Template for preparation of the budget to each department. The KLVAC Budget Workshop will be held on May 23, 2011, and the KLVFD Budget Workshop will be held on June 20, 2011.

**7.C. Discussion: Invitation to Negotiate (ITN) Process**

The District Board previously approved using the ITN Process to purchase the rescue pumper with Resolution #11-001. The committee members selected to participate in the ITN Process are: Commissioner Edgerton, Bruce Stoll, Chief Garcia and Ike Beal.

**8. FINANCIAL REPORT**

Jennifer Zimmer reported the District has received \$1,560,065.67 in Ad Valorem Taxes and Interest, which is 83.5% of the budgeted income. The expenditures are as follows: District Board \$153,670.03, KLVFD \$667,041.35, and KLVAC \$238,429.69, which is 47.8%, 38%, and 34% of the budget respectively). The total year-to-date expenditures are \$1,059,140.97, which is 38.1% of the budget.

**9. LEGAL COUNSEL REPORT**

There were no new items reported by Legal Counsel.

**10. EMS DEPARTMENT REPORT**

Ronnie Fell reported the truck is going back to the dealership. Legal will become involved if another problem occurs. There was a community drill, and Ocean Reef, KLVFD and KLVAC participated. The Boy Scouts were the victims, and they received a Merit Badge for participation in the drill. The drill went very well, and after the drill there was a cookout.



**11. FIRE DEPARTMENT REPORT**

The Mass Casualty Incident Drill went hand in hand with the ISO evaluation, and there will be another inter-departmental drill. The ISO evaluation is scheduled for April 26<sup>th</sup> and April 27<sup>th</sup>. The last rating was 5.9, and the Department is working to achieve a rating of 4. Chief Garcia thanked the staff involved in preparing for the evaluation: Linda, Eric, David, Phil and many volunteers. There were about 50 wells missing from the county well report. The GPS coordinates are being identified for each well. Fire hydrants pump 500 gallons per minute, but the wells can pump 1,000 gallons per minute. Chief Garcia is working with Brittany on the Burn Ordinance. He is looking into the feasibility of having a District Fire Marshall. This is currently being handled by the County per the Inter-local Agreement. There is a meeting Thursday night to approve the By-Laws.

**12. DISTRICT ADMINISTRATOR REPORT**

Bruce Stoll reported that he is meeting with the departments, and working with the District Clerk to develop a list of projects.

**13. COMMISSIONER'S ITEMS**

There were no items presented by the Commissioners.

**14. ADJOURN**

Commissioner Wheaton made a motion to adjourn the Meeting at 6:30 p.m.

**Next Scheduled Meeting:**

May 9, 2011 District Meeting

May 23, 2011 KLVAC Budget Workshop & May 23, 2011 District Meeting (*if required*)

June 20, 2011 KLVFD Budget Workshop & June 20, 2011 District Meeting

June 27, 2011 District Meeting (*if required*)

**Documents:**

110411 District Meeting Minutes

110412 KLVFD Contract, Version F

110425 KLVAC & KLVFD Budget Template

110331 District Financial Report

110331 KLVAC March Reports