



---

**BUDGET WORKSHOP MEETING MINUTES**  
**July 10, 2017 – FINAL**

**1. AGENDA**

**1.A. Call to Order**

Chairman Allen called the District Meeting to order 6:00 p.m.

**1.B. Pledge of Allegiance**

Commissioner Powers led the Pledge of Allegiance.

**1.C. Roll Call**

The Clerk called the roll. The following Commissioners were present: Tony Allen, Kay Cullen, George Mirabella, Danny Powers and Bob Thomas.

Also present were Don Bock, Vicky Fay, Jennifer Johnson, Scott Robinson and Theron Simmons.

**1.D. Approval of Agenda**

**MOTION:** Commissioner Mirabella made a motion **to approve the July 10, 2017 Budget Workshop Agenda**, which was seconded by Commissioner Cullen. The Board unanimously passed the motion.

**2. PUBLIC COMMENT**

There were no requests from the general public to address the Board.

**3. DISCUSSION: KLVFD Proposed FY 2017-2018 Budget**

Jennifer Johnson presented the proposed Fire Department Budget for FY 2017-2018. There were changes to the budget previously distributed to the Commissioner's with their Meeting Packet.

Page 1: Acct 121.03 Volunteer Pay: The volunteer base pay for the two home shift volunteers was changed from \$28,712 to \$25,010, and Holiday Pay for volunteers needs to be changed to \$16,748.

Page 2: Acct 210 Payroll Taxes was changed from \$62,334 to \$61,135.

Page 6: The total fire department operating expenses are \$1,438,086, and the total fire department budget is \$2,491,681.

The total operating fire department budget is expected to increase \$196,071, and the capital budget is expected to increase \$286,775 for a total increase of \$482,846.

Some of the major changes the Fire Department is requesting are: One additional paid firefighter, increase the minimum wage to \$15.00 per hour, add incentive pay for training, and increase volunteer pay from \$63.00 to \$83.00 per shift. These changes will help the Fire Department to compete with Monroe County.



## KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Kay Cullen; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Danny Powers

### 3. **DISCUSSION: KLVFD Proposed FY 2017-2018 Budget** (Continued)

Commissioner Mirabella asked if this would negatively affect the 20% Rule. Theron Simmons clarified it is the 20% opinion from the Department of Labor. To ensure no additional risk to the District, Legal will compare the highest reimbursed volunteer pay with existing employees pay to identify if the difference between the two totals remains approximately the same.

Acct 120 Regular Salaries & Wages: With the changes discussed, this item was increased by \$78,532.

Acct 121 Volunteer Pay: This item was increased by \$53,199 as a result of the discussed changes.

Acct 140 Overtime: This item was increased by \$11,097.

Acct 220 Retirement: This is expected to increase from \$7,500 to \$20,000 as more firefighters are starting to participate.

Acct 230 Life & Health Insurance: This item was increased due to the additional firefighter and with the part-timers having one full year in the plan. It is budgeted for \$48,000.

Acct 240 Worker's Compensation: The new policy has not yet been received.

Acct 250 Unemployment Tax: This item is expected to stay the same.

Acct 312 Professional Services: There were no changes to this item.

Acct 320 Accounting Fees: These fees are expected to increase \$3,250 based on projections.

Acct 400 Travel & Per Diem: There is a slight decrease as more training will occur at the department.

Acct Phones, Etc.: This item is expected to decrease by \$500.

Accts 411 Advertising and 412 Postage are expected to remain the same.

Acct 430 Utilities: This item was increased by \$2,000 with the new 16<sup>th</sup> hydrant.

Acct 440 Rents & Leases: The Red Alert Program will increase from \$700 to \$4,200.

Acct 450 Risk Management: The insurance projections have not yet been received.

Acct 460 Repairs & Maintenance (Equipment): This item is increasing by \$800 with the purchase of the dishwasher and dryer.

Acct 461 Repairs & Maintenance (Buildings/Grounds): This item was increased by \$7,925.

Acct 462 Repairs & Maintenance (Vehicles): This item is expected to be decreased with the purchase of the new vehicle.

Acct 491 Training: Expected to keep Fire I training funds and use for out-of-town training.

Acct 510 Office Supplies: This item was increased by \$1,000.

Acct 520 Operating Supplies: This item was increased by \$7,636, and includes 16 sets of bunker gear and firefighting foam.

Acct 521 Fuel Gasoline: There was a slight decrease of \$50.

Acct 522 Fuel Diesel: this item was increased by \$3,000.

Acct 540 Dues & Subscriptions: This item was increased by \$500.

Acct 630 Capital Outlay (Infrastructure Improvements): \$150,000 of fire hydrants will be covered by the Inter-local Agreement with Monroe County.

Acct 620 Capital Outlay (Buildings and Grounds): This item includes painting Station 24 and a new gate for Station 25.

Acct 640 Capital Outlay (Equipment): The bigger items are the Hurst Equipment for Station 24 (this would be funded from the Trauma District funds), a thermal imaging camera for the New Engine 24, gym equipment, and new modules for the Red Alert System; as well as, some items for the vehicles: keybox, battery charger, truck mounts and an intake valve. The SCBA & Tanks (\$275,000) account for the largest increase in that line item.



## KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Kay Cullen; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Danny Powers

---

### 3. **DISCUSSION: KLVFD Proposed FY 2017-2018 Budget** (Continued)

Acct 641 Capital Outlay (Vehicles): The new fire engine is budgeted for \$50,000 more than last fiscal year's budget.

Acct 640 Capital Outlay (Small Tools & Equipment): This item is projected to remain the same.

Acct 805 (Honor Guard): this item is budgeted for the same as FY 2017-2018.

The total Fire Department Operating Budget is \$1,438,086 and the total Capital Budget is \$1,053,595 for a total budget of \$2,491,681.

Currently, there is a projected revenue of \$3.1M and the total expenses are \$3.6M. Jennifer indicated if the budget remains the same, the District will have to dip into the fund balance to balance the budget. The budget presented to the Board on August 14, 2017 will include: The District, Fire Department and Ambulance Corps. There is not much change anticipated to the District budget except the tax collector's item, which is based upon revenue.

### 4. **ADJOURN**

Commissioner Allen made a motion to Adjourn at 6:49 p.m., which was approved by Commissioner Cullen.

### **DOCUMENTS**

- 1.D. Agenda Budget Workshop Meeting for July 10, 2017
- 3.0 KLVFD Proposed Budget FY 2017-2018 dated June 30, 2017
- 3.0 KLVFD Firefighter Budget 3017-1018