

MINUTES
Key Largo Wastewater Treatment District (KLWTD)
Board of Commisisoners Meeting

April 6, 2005
Key Largo Civic Club, 209 Ocean Bay Drive

The KLWTD Board of Commissioners met for a regular meeting on April 6, 2005 at 5:00 PM. Present were Chairman Charles Brooks, Commissioners, Claude Bullock, Gary Bauman, and Glenn Patton. Also present were General Manager Charles Fishburn, Board Clerk Carol Simpkins, District Counsel Thomas Dillon, and all other appropriate District staff. Commissioner Andrew Tobin arrived at 5:09 PM>

Chairman Brooks led the Pledge of Allegiance.

ADDITIONS/DELETIONS TO THE AGENDA.

The following changes were made to the agenda: Chairman Brooks added two items, a report on the Key Largo Trailer Village Association meeting, and a report on a 3.8 million dollar grant opportunity. General Manager Charles Fishburn requested that the Funding Status Report be removed since it had not changed since the last meeting. Items eight and nine were moved to the front of the agenda.

APPROVAL OF MINUTES

The Board by consensus tabled the minutes of March 16, 2005.

PUBLIC COMMENT: The following persons addressed the Commission:
John Cacciatore, President of the Key Largo Trailer Village Association. He had four questions.

1. Are all of the streets going to be paved? *Only 2 are scheduled to be paved by the County the other streets will be patched by the contractor.*
2. He was concerned with the location of the laterals. *The District is doing the best they can but are restricted by certain constraints and can not accommodate everyone.*
3. The dust issue. What is being done? *The streets were watered down every night but then there were complaints about the mud. Dust is also stirred up by residents driving fast through the construction area.*
4. What is the estimated date for the required tie-ins? *When the lateral is run to the property line the permits can be pulled and a line can be run out to the connection.*

Beverly Radditz, 186 2nd Court. Please see exhibit "A".

COMMISSIONER'S ITEMS

None

FINANCIAL OFFICER'S REPORT

Pending Payments List

Financial Officer Martin Waits presented the pending payment list for April 6, 2005.

Motion: Commissioner Tobin made a motion to approve the pending payments list for April 6, 2005 subject to the availability of funds. The motion was seconded by Commissioner Patton.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

Funding Status Report

Report was removed from agenda.

SRF Request for Inclusion

Financial Officer Martin Waits introduced the Request for Inclusion to be put on the list to be accepted by the State Revolving Fund. After the District is accepted by the SRF then an application for a loan can be made.

Motion: Commissioner Tobin made a motion to approve the submission of the Request for Inclusion. The motion was seconded by Commissioner Patton.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

LEGAL COUNSEL REPORT

Bond Counsel and Financial Advisor.

District Counsel Thomas Dillon recommended that the Board retain a Financial Advisor. He suggested that the Board direct him to look into Public Financial Management, Southeastern Securities, and RBC Raucher and bring back a recommendation to them

By consensus the Board directed Mr. Dillon to review the Financial Advisors and bring back a recommendation.

Trauner Meeting

District Counsel Thomas Dillon requested that the Board read the memo that he had distributed to them. He reported that he has met with Trauner.

ENGINEERS REPORT

Ed Castle, District Engineer, reviewed his monthly status report.

GENERAL MANAGER'S REPORT

Sexton Cove / Lake Surprise Engineer Selection

General Manager Charles Fishburn presented his recommendation for the top three Engineering firms.

Motion: Commissioner Patton made a motion to accept the General Manager's recommendation of CPH as first choice and Metcalf & Eddie as second choice as engineers for the Sexton Cove / Lake Surprise Project Collection System and Force Main Task. Commissioner Bullock seconded the motion.

District Counsel Thomas Dillon pointed out that under the CCNA there should be three top firms selected not just two. He recommended that the motion be amended to include the third selection.

Mr. Fishburn selected PBS&J as the third selection, Commissioner Patton amended his motion to include PBS&J as the third selection, and Commissioner Bullock accepted the amended to his second.

Commissioner Patton withdrew his amended motion and Commissioner Bullock withdrew his amended second.

General Manager Charles Fishburn explained that he had taken Ed Castle's rankings into consideration and that is why he ranked Metcalf & Eddie number two.

Ed Castle, Weiler Engineering, clarified that he ranked the firms on technical points based solely on a review of their statements of qualifications; he did not make a recommendation. He feels that any of the seven firms is qualified to do the job the District needs. Mr. Castle stands by his technical rankings as the information available; the most qualified firm based on their experience is Metcalf & Eddie.

Discussion among the Board and Staff ensued.

Motion: Commissioner Patton made a motion to accept the recommendation of General Manager Charles Fishburn as to the ranking of the Engineering firms for the Sexton Cove / Lake Surprise Project Collection System and Force Main Task with CPH as first choice, Metcalf & Eddie and second and PBS&J as the third choice. Commissioner Bullock seconded the motion.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks	X		

Motion passed 5 to 0

Treatment Plant Engineering Selection

General Manager Charles Fishburn presented his recommendation for the Treatment Plant Project Engineer as First Arcadis / MWH, Second Metcalf & Eddie, and for Third Mr. Fishburn added CPH.

Commissioner Tobin expressed concern over the number two and three selections on the Sexton Cove / Lake Surprise Project and the Treatment Plant Project being the same firm. Mr. Fishburn stated that in the unlikely event that the District is unable to conclude negotiations with the number one firm the resulting negotiations would still yield two separate firms engineering the two projects.

Chairman Brooks pointed out the problems that the District has had with working with a contractor has more than one firm working for them and is concerned over problems with Arcadis / MWH. District Counsel Thomas Dillon explained that the contract would hold Arcadis responsible to administer the contract properly.

Discussion among Staff and the Board ensued.

Motion: Commissioner Bauman made a motion to accept General Manager Charles Fishburn recommendation as to the rankings of the following firms as Engineer for the Treatment Plant as follows: First Arcadis / MWH, Second Metcalf & Eddie and Third CPH. Commission Patton seconded the motion.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		
Commissioner Glenn Patton	X		
Commissioner Andrew Tobin	X		
Chairman Charles Brooks		X	

Motion passed 4 to 0

Key Largo Park Status

General Manager Charles Fishburn stated that the payment and performance bonds had been received and the contracts went out Tuesday to be signed. Some Airvac drawings for the Key Largo Park will be done in two weeks.

Calusa Campground Status

General Manager Charles Fishburn requested direction from the Board as to the approach to take to Calusa Campground on sewerage the campground.

The Board stated that they have already directed Staff to include Calusa Campground in the Key Largo Park Project. They requested that Staff update the conceptual report on Calusa Campground and bring it back to them.

District Vehicle

General Manager Charles Fishburn stated that the vehicle will have to be leased not purchased. He request authorization to lease a vehicle at the cost of up to \$250 a month.

Commissioner Tobin said that he is philosophically opposed to purchasing a vehicle at this time. Chairman Brooks agreed with Commissioner Tobin.

Motion: Commissioner Bauman made a motion to give the General Manager the authority to lease a vehicle for up to \$250 a month; with District Counsel Thomas Dillon approval of the lease. Commissioner Patton seconded the motion.

Vote on motion:

Board Member	Yes	No	Other
Commissioner Gary Bauman	X		
Commissioner Claude Bullock	X		

Commissioner Glenn Patton	X		
Commissioner Andrew Tobin		X	
Chairman Charles Brooks		X	

Motion passed 3 to 2

3.8 Million Dollar Grant

Chairman Brooks reported that there is Federal Grant money in the amount of 3.8 million dollars for a project to do "Cold Spots" in Monroe County. The Key Largo Wastewater Treatment District has some areas that would qualify.

Ed Castle, Weiler Engineering, would like to see the District submit a plan for the project.

General Manager Charles Fishburn stated that he does not want to participate in the 3.8 million dollar grant because of the time that the Staff would have to devote to the project.

Margaret Blank and Ed Castle will work on a project to submit for the grant.

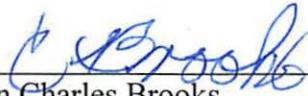
KLTV Meeting

General Manager Charles Fishburn reported that the Key Largo Trailer Village Association meeting went quite well. There were no negative comments for the District.

ADJOURNMENT

After a motion to adjourn by Commissioner Patton and a second by Commissioner Bullock the Board adjourned the meeting at 9:20 PM.

The KLWTD meeting minutes of April 6, 2005 were approved on April 20, 2005.



Chairman Charles Brooks



Carol Simpkins, CMC
Board Clerk

The following information was received from the [unclear] on [unclear]

[Handwritten signature]
[unclear]



U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

Exhibit "A"

I would like to applaud the Key Largo Wastewater Board for trying to comply with the 2010 standard that the state has required and selecting the area with the most density first. Having said that, I am appalled at the Haskell Construction group on the way they are completing the wastewater construction. I have never since such poor planning and dangerous techniques on a construction site and as the Village Clerk of Islamorada, Village of Islands I have seen many construction sites and heard comments from residents to Council members on problems at construction sites. This work would never be accepted in Islamorada and the construction firm would have been fired on the spot.

Some of the examples I would like to tell the Key Largo Wastewater Board are only things that happen on Second Court where I live; however, I am sure other streets have many complaints as well.

First, let me talk about safety. When they were working on Second Court they did not go in order of sections. They worked on the whole street at the same time which did not allow anyone to get in or out of their homes from 7:00 am to 8:30 or 9:00 p.m. for days. They dug the road for the collection pits and left the 3 foot mounds of dirt in the middle of the roadway through out all of Second Court. They put never roped the 7 foot across and approximately 6 foot deep holes. We have approximately 10 kids that live on that street from 3 years of age to 10 years old. If any of those kids fell in these holes which were right outside their property lines I would hate to see what would have happened. Also, they trench all the street leaving approximately a 4 foot by 4 foot in wide trench in front of everyone's home with no way to enter or leave their home. Think about it, kids don't live for school until 7:45 in the morning and they were already starting work at 7:00 am. If any of my neighbors were in need of an ambulance, there would be no way they could get down the street much less get into the house to help them. On Thursday night they were out until 8:30 or 9:00 p.m. with the only headlights lighting the construction being done. Our neighbor was trying to drive to her house with mounds of dirt on the road, construction workers standing in the middle of the road not moving, and suddenly a construction worker jumps in front of her car to stop her from falling into the giant hole they had dug and could not be seen. Cars had to go down the side of the road, in the middle of the road, and in residents' yards just to get to their homes. Also, they left a note saying that we had to move our cars with no explanation on where to move them and when they would be done. This is totally unacceptable.

Second, I would like to discuss the way they are doing the construction work. They dug the trench along the way down the road. Later, they put in the boxes down the road and then refilled it. Then they put the collection system down the road and refilled again. Then they put in the pipes and then refilled it. Wouldn't it have been better to start a section, do everything at one at once and then do another section. I can understand trenching the whole street with the big equipment but then dig it out put in the box, collection pit, and piping in one section and then continue down the road to another section. Refilling again and again is more costly and more of a mess to the street.

The first part of the document discusses the importance of maintaining accurate records and the role of the accounting department in providing financial information to management. It highlights the need for transparency and the use of standardized accounting principles to ensure consistency in reporting.

The second part of the document addresses the challenges of budgeting and financial forecasting. It emphasizes the importance of setting realistic goals and regularly reviewing financial performance against the budget. The document also discusses the impact of external factors, such as market conditions and regulatory changes, on financial planning.

The third part of the document focuses on the role of the accounting department in risk management. It discusses the need to identify and assess financial risks and to implement appropriate controls to mitigate these risks. The document also highlights the importance of maintaining accurate records and providing timely financial information to management to support decision-making.

The fourth part of the document discusses the role of the accounting department in providing financial information to stakeholders. It emphasizes the need for transparency and the use of standardized accounting principles to ensure consistency in reporting. The document also discusses the importance of providing timely and accurate financial information to investors, creditors, and other stakeholders.

The fifth part of the document addresses the challenges of financial reporting and the role of the accounting department in ensuring the accuracy and integrity of financial statements. It discusses the need for strong internal controls and the importance of providing timely and accurate financial information to management and stakeholders.

The sixth part of the document focuses on the role of the accounting department in providing financial information to management. It discusses the need for transparency and the use of standardized accounting principles to ensure consistency in reporting. The document also highlights the importance of providing timely and accurate financial information to management to support decision-making.

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Third, damage to property. They damaged my neighbor's brand new car with their big machinery because the observer was not doing their job. I would like to know who these workers are, have they been full-time employees with the Haskell Company. I heard that the Haskell Company sub the construction job out to another company I believed named Higgs. I can tell you that every time I had to speak to one of the construction workers, none of them spoke English so when I did have a problem none of them could answer me.

Lastly, we made it through with no major incidents on my street but what about the next streets, what will happen then? Are they going to repave the road now since they left inches of dirt throughout the roadway and cut a big cross section across the roadway on Second Court? Are they going to repave the whole road and put new coral rock down in front of everyone's homes that was there previously? I ask the Board not to allow this construction firm to get away with this and not to allow this to happen to my other neighbors.

Beverly Ruddick
186 SECOND CT
KEY LARGO, FL 33037