

MINUTES

Key Largo Wastewater Treatment District Commission (KLWTD) Meeting



July 8, 2014
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:00 PM. Present were Chairman Stephen Gibbs, Commissioners Andrew Tobin, Norman Higgins, David Asdourian and Robert Majeska. Also present were General Manager Margaret Blank, Chief Information Officer Paul Christian, General Counsel Ray Giglio, Deputy Clerk Melissa Cornelison, and other appropriate District Staff

Ms. Kim Youngblood led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Higgins added a discussion on the \$8 million payment received from Islamorada. Commissioner Tobin added a discussion on public relations for the District, an update on Fred Hicks, our Lobbyist in Washington D. C., and a discussion on how the monthly billing base charges work. Commissioner Majeska added an update from Margaret Blank on a meeting that took place on July 2, 2014 and the meeting that will be taking place in Marathon on July 10, 2014 called by Representative Holly Raschein to discuss strategy going forward to Tallahassee.

Motion: Commissioner Majeska made a motion to approve the agenda as amended. Commissioner Asdourian seconded the motion.

Vote on Motion

Member	Yes	No	Other
Commissioner Higgins	X		
Commissioner Majeska	X		
Commissioner Tobin	X		
Commissioner Asdourian	X		
Chairman Gibbs	X		

Motion passed 5 to 0

PUBLIC COMMENT

Name & Address

Justin Minichino, 8 N Marlin Ave Key Largo

Subject

Commerical Unique

CUSTOMER SERVICE

Big Red Truck Presentation

Ms. Kim Youngblood from One Blood gave a presentation on what the organization does for the community and the possibly of staging the Big Red Bus at the District office.

IT Presentation on Data and Email Security

Rob Bulkiewicz, Sr. Desktop Support Analyst, gave a presentation on IT safety precautions currently in place for the Districts' email storage, data backup and prioritization of quality control.

FINANCIAL REPORT

Margaret Blank and Paul Christian answered questions by the Board about the 2013 CAFR handed out at the previous meeting.

COMMISSIONER'S ROUNDTABLE

Islamorada Capacity Prepayment

Commissioner Higgins suggested the District use the \$8 million from Islamorada to help Commercial Unique properties. Margaret Blank reported that Peter Rosasco will present options to the Board on July 15, 2014 along with his recommendation.

Public Relations

Commissioner Tobin would like to hear a proposal from an outside source on assisting the District with public relations. Ms. Blank explained the value of retaining a PR Firm to assist with communicating with the media, County, State, and Federal Government along with educating the public. Frank Hawkins with Hibiscus Marketing presented his plan to facilitate appropriate and positive media coverage for the District. After Board discussion they directed Hibiscus Marketing be put on the July 15, 2014 agenda and present a formal proposal.

Fred Hicks, Washington D. C. Lobbyist

At the request of Commissioner Tobin, Ms. Blank reported on her talks with Fred Hicks regarding Mayfield money. The Board discussed the success and importance of our Lobbyists for the District and the Florida Keys.

Wastewater Base Charge

At the request of Commissioner Tobin, Mr. Christian explained the base wastewater charge structure. Mr. Christian answered questions and further explained that when a customer requests a rebate it is calculated on the base charge not the flow charge.

MEETING EXTENSION

Motion: Commissioner Asdourian made a motion to extend the meeting until 6:30PM. Commissioner Majeska seconded the motion and the motion passed 5 to 0.

Meeting with Islamorada and Marathon

At the request of Commissioner Majeska, Margaret Blank gave an update on the meeting with Islamorada and Marathon and the upcoming meeting with Monroe County. Commissioner Asdourian, Ray Giglio and Margaret Blank attended representing KLWTD. Ted Blackburn, Maria Aguilar, and Roget Bryant represented Islamorada and Peter Rosasco represented Marathon. The discussion included the Army Corps Interlocal. There was also discussion of future wastewater funding initiatives.

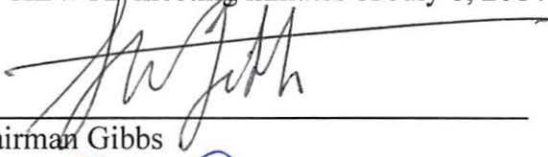
MEETING EXTENSION

Motion: Commissioner Majeska made a motion to extend the meeting until 6:45PM. Commissioner Tobin seconded the motion and the motion passed 5 to 0.

ADJOURNMENT

The KLWTD Board adjourned the Board Meeting at 6:43 PM.

The KLWTD meeting minutes of July 8, 2014 were approved on August 19, 2014.



Chairman Gibbs



Melissa Cornelison Deputy Clerk