March 27th
2004
Key Largo Wastewater Treatment District

Agenda
Management and operations
Governance
Organizing the District
Strategies
Projects
Where the district will be in the future
Address big picture

Expectations from Interviews
By the end of the day...

- Structure of the board; how the board will be supported
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<thead>
<tr>
<th>Comment</th>
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<tbody>
<tr>
<td>Apr 21 Board</td>
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<tr>
<td>Apr 7 Into Mgr. Eng.</td>
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<td>Task 1: Scope</td>
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Action Item: Refine Master Plan
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<th>Comment</th>
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<tr>
<td>Status Reports</td>
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## Action Item: Hire Staff

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<thead>
<tr>
<th>Lead</th>
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<tr>
<td>Clerk, Atty</td>
<td>Apr 7</td>
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<td>Action</td>
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Action Item: Rate Fee
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<th>Action Item: Connection policies</th>
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<td><strong>Lead</strong></td>
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<td>Mrg, engr, atty</td>
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<td>Fall 04</td>
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<td><strong>Comment</strong></td>
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<td>30 to 45 days recommended plan and id issues</td>
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<td>Action Item: Staffing and Operating Facilities</td>
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<td>Lead</td>
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<td>Mgr, eng, etc</td>
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<td>Decision by end of summer</td>
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<td>Stafa, contract</td>
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<td>Rfp Operators</td>
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<td>Development</td>
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Action Item
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Action Item
Goals & Objectives
Within the next 6 mths
Within the year
• Grant Management
• Bookkeeping
• Local Clerk
  – Headhunter
  – Local
• Manager Search

Options
Advancing Seguence

1. On site Administrator first, Clerk second, latter functions, together Administrator and Clerk.

2. Clerk first, other functions.

3. Latter Administrator, together management as is, clerk.

4. In KL...
Non Responders

Options

1. Extend or renegotiate contract GSC fixed fees
2. Maintain GSC time and "as is" - no local board
3. More ahead search w/ materials bases - no local
4. GSC contract with local
   GSU until replacement on replacement while using
   person fixed fees

Cross-Tab Label
Ad sequence

1. All 3
2. Just Manager
3. Just Clerk/Finance

30% 40% 60%
Key Largo Wastewater Treatment District

Poll 1
Future Vision and Strategy
The Future of the District

- Transferring ownership to building the system and then another entity that is wastewater treatment system
- Another entity to operate a conduit for funding that allows independent entity that is a staff, facilities, revenue independent entity with own
- Other
The future of the District

1. The District will stop with the current capital projects.
2. The District will develop new capital projects in the foreseeable future.
3. Other
The level of risk facing the District is

1. If we don't show progress within 3 months, there will be movement to transfer the function
2. If we don't show progress within 6 months, there will be movement to transfer the function
3. If we don't show progress within 9 months, there will be movement to transfer the function
4. If we don't show progress within a year, there will be movement to transfer the function
5. Other

No real risk of transfer of function.
Already have it

Strongly disagree, we

Disagree, too early yet

Immaterial

Agree

Strongly agree

Identity and presence in the community

As a strategy we need focus more on creating an
As a strategy we need to concentrate our time and energy on bringing the existing projects on line. Already have it.

Strongly disagree, we disagree, too early yet.

Immaterial

Agree

Strongly agree

1. 2. 3. 4. 5.
already have it

Strongly disagree, we

Disagree, too early yet

Immaterial

Agree

Strongly agree

positioned for additional funds

conceptualizing new projects so that we are best

As a strategy the board needs to concentrate
already have it

Strongly disagree, we

disagree, too early yet

disagree, too

immaterial

Agree

Agree

Strongly agree

As a strategy the board needs to concentrating on ensuring there will be adequate revenue streams to support services and expansion.
1. Strongly agree
2. Agree
3. Immaterial
4. Disagree, too early yet
5. Strongly disagree, we already have it

As a strategy, the board needs to concentrate on ensuring projects, develop revenues and serve customers.
Governance

Organizing
As a board, we need to get more efficient in the use of our time.
As a board, we need to focus more on policy and less on details.
As a board, we need to improve our listening skills.
As a board, we need to formalize our decision making process in the meetings.

1. Strongly agree
2. Agree
3. Neutral
4. Disagree
5. Strongly disagree

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40% 40%
As a board, we need to formalize and ensure greater clarity in the direction we give to our manager/mt team.

1. Strongly agree
2. Agree
3. Neutral
4. Disagree
5. Strongly disagree
strategies we need to discuss.

There are additional high level
Organizing

Management & Operations
We need a local presence now (office, phone, etc).

1. Strongly agree, right away
2. Agree, within the quarter
3. Neutral
4. Disagree, premature
5. Strongly disagree, not for a long while
We need our board records locally available.
customer relations
We need a local person to handle
1. New management firm

2. Retain CEO (or local entrepreneur)

3. Specialized mgmt firms

4. District employees

5. 1, 2, or 3 with a local

6. Other
clerk/customer service employee as board

Preference is — My first
Management Options — My first
<table>
<thead>
<tr>
<th>Preference Is</th>
<th>Management Options – My Second</th>
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<tbody>
<tr>
<td>1</td>
<td>New management firm</td>
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<td>2</td>
<td>Retain CSG (est or local entrepreneur)</td>
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<td>3</td>
<td>Specialized mgmt firms</td>
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<td>4</td>
<td>District employees</td>
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<td>5</td>
<td>1, 2, or 3 within a local</td>
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<td>6</td>
<td>Other clerk/customer service</td>
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<tr>
<td>1 2 3 4 5 6</td>
<td>16% 16% 16% 16% 20%</td>
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The end of this poll
Poll 6
1. District employee
2. Leased employee
3. Contract mant

Manager/Administrator

% 0%
% 40%
% 60%
3. Contract mgmt
2. Leased employee
1. District employee

Clerk
Finance

1. District employee
2. Leased employee
3. Contract mgmt
Priorities Poll
Finances

1. Refine Master plan – projects,

- 80%
- 20%
2. More structured decision making

process
3. Existing projects on track
4. Customer service capacity
5. Getting Staff
6. Rate fee schedule & rules
7. General Loose ends
8. Connection fees and policies
9. Temp office space
Facilities

10. How to staff and operate
Click to add polling prompt
Click to add Polling Prompt