KEY LARGO WASTEWATER TREATMENT DISTRICT
BOARD OF COMMISSIONERS
COMMISSION MEETING AGENDA

July 8, 2014 4:00 PM
98880 Overseas Hwy
Key Largo, FL 33037

Steve Gibbs
Chair
Andrew Tobin
Vice Chair
Robert Majeska
Secretary-Treasurer
Norm Higgins
Commissioner
David Asdourian
Commissioner

Margaret Blank
General Manager
Ray Giglio
General Counsel
Melissa Cornelison
Deputy-District Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the KLWTD Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the District Clerk at 305 451-4019 at least 48 hours in advance to request accommodations.

A. CALL TO ORDER - PLEASE MUTE CELL PHONES

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF AGENDA WITH ANY ADDITIONS, DELETIONS, OR CONTINUANCES

E. PUBLIC COMMENT

F. CUSTOMER SERVICE
   1. Big Red Truck Presentation
   2. IT Presentation on Data and Email Security
MISSION STATEMENT:
"The Mission of the Key Largo Wastewater Treatment District is to preserve and protect the delicate ecosystem of the Florida Keys while providing exceptional customer service."
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: July 8, 2014

Agenda Item No. 1

[ ] PUBLIC HEARING

[ ] RESOLUTION

[X] DISCUSSION

[ ] BID/RFP AWARD

[ ] ACTION ITEM

[ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Big Red Truck Presentation

RECOMMENDED MOTION/ACTION: Discussion

Approved by General Manager [Signature] Date: 7/8/2014

<table>
<thead>
<tr>
<th>Originating Department: Customer Service</th>
<th>Costs: $</th>
<th>Funding Source:</th>
<th>Attachments: None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Review:</td>
<td>[ ] Engineering</td>
<td>[ ] Clerk</td>
<td>[ ] Operations</td>
</tr>
<tr>
<td>[ ] District Counsel</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[X] General Manager [Signature]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Finance</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Advertised:

Date: ______________________
Paper: ______________________
[X] Not Required

Summary Explanation/Background:

A representative from One Blood will be giving a presentation on K LWTD hosting a Blood Drive.

Resulting Board Action:

☐ Approved    ☐ Tabled    ☐ Disapproved    ☐ Recommendation Revised
Host a Drive
Share your power on the Big Red Bus.

Did you know?

• one in three of us will need a blood transfusion
• every two seconds someone needs blood

Donations help an ill or injured patient within a few days. The turn-around is that fast, the need is constant.

Holding a blood drive is fun, easy and rewarding
• Once you book the bus, leave the rest to us.
• We provide everything you need from start to finish.
• We even bring cookies, juice and a gift for each donor.

Who can hold a blood drive?
From schools, to businesses, to religious organizations and community gatherings – the Big Red Bus can roll-up just about anywhere there are blood donors ready to save lives.

Visit www.oneblood.org/big-red-bus and start saving lives today.

Share your power to save lives. Host a blood drive.

OneBlood is an innovative, forward-thinking blood center that provides safe, available and affordable blood to more than 200 hospital partners and their patients in 72 counties throughout Florida and southern Georgia and Alabama. OneBlood has major hubs in Central Florida, South Florida, Tampa Bay and the Florida Panhandle.
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: July 8, 2014

Agenda Item No.

[ ] PUBLIC HEARING

[ ] RESOLUTION

[X] DISCUSSION

[ ] BID/RFP AWARD

[ ] ACTION ITEM

[ ] CONSENT AGENDA

[ ] Other:

SUBJECT: IT Presentation on Data and Email Security

RECOMMENDED MOTION/ACTION: Presentation and discussion of Data and Email Security and Backup.

Approved by General Manager __________________________ Date: 7/8/2014

<table>
<thead>
<tr>
<th>Originating Department: Customer Service</th>
<th>Costs: $</th>
<th>Attachments: None</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Funding Source:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Department Review:</th>
<th>Costs: $</th>
<th>Attachments: None</th>
</tr>
</thead>
<tbody>
<tr>
<td>[] District Counsel</td>
<td>[ ] Engineering</td>
<td></td>
</tr>
<tr>
<td>[X] General Manager</td>
<td>[ ] Clerk</td>
<td></td>
</tr>
<tr>
<td>[ ] Finance</td>
<td>[Operations]</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Advertised:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td></td>
</tr>
<tr>
<td>Paper:</td>
<td></td>
</tr>
<tr>
<td>[X] Not Required</td>
<td></td>
</tr>
</tbody>
</table>

Summary Explanation/Background:

Rob Bulkiewicz Sr Desktop Support Analyst will be giving a presentation on the District's Email, Data and Security Backup Practices.

Resulting Board Action:

☐ Approved          ☐ Tabled          ☐ Disapproved          ☐ Recommendation Revised
TAB 2
KEY LARGO WASTEWATER TREATMENT DISTRICT  
Agenda Request Form  

Meeting Date: July 8, 2014  
Agenda Item No. 3  

[ ] PUBLIC HEARING  
[X] DISCUSSION  
[ ] ACTION ITEM  
[ ] Other:  

SUBJECT: CAFR Questions and Answers  

RECOMMENDED MOTION/ACTION: Discussion of the 2013 Comprehensive Annual Financial Report  

Approved by General Manager  Date: 7/8/2014  

<table>
<thead>
<tr>
<th>Originating Department: Finance</th>
<th>Costs: $</th>
<th>Attachments: None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Review:</td>
<td></td>
<td>Advertised:</td>
</tr>
<tr>
<td>[ ] District Counsel</td>
<td></td>
<td>Date:</td>
</tr>
<tr>
<td>[X] General Manager</td>
<td></td>
<td>Paper:</td>
</tr>
<tr>
<td>[X] Finance</td>
<td></td>
<td>[X] Not Required</td>
</tr>
</tbody>
</table>

Summary Explanation/Background:  

Grau and Associates presented the CAFR and audit results at the June 17, 2014 board meeting. The commissioners requested time to review the document and have it placed on a future meeting agenda for Q & A.  

Resulting Board Action:  

☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised