



Key Largo Wastewater Treatment District  
Board of Commissioner's Meeting  
Tuesday, January 24, 2017  
4:00 PM

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## AGENDA

Board of Commissioners Meeting  
103355 Overseas Highway  
Key Largo, FL 33037

### A. CALL TO ORDER

### B. PLEDGE OF ALLEGIANCE

### C. ROLL CALL

#### BOARD MEMBERS:

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David Asdourian	Chairman
Andrew Tobin	Vice Chairman
Susan Heim	Commissioner
Stephen Gibbs	Commissioner
Robert Majeska	Commissioner

#### DISTRICT STAFF:

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Paul Christian	General Manager
Ray Giglio	General Counsel
Katherine Jackson	District Clerk

#### *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."*

**Please mute cell phones**

*After each report, staff will give a verbal update and be available for questions*

#### D. AGENDA ADDITIONS, CORRECTIONS OR DELETIONS

1. Approval of Agenda

*Action*

#### E. RECOGNIZE DISTRICT STAFF

#### F. PUBLIC COMMENT

#### G. BUDGET AND FINANCE REPORT

1. Quarterly Financial Reports
2. 457(b) Amendment
3. Flood Policy for Plant Building
4. Synagro Invoice Approval

*Action*

*Action*

#### H. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

1. Minutes of January 17, 2017

*Action*

#### I. CONSTRUCTION REPORT

1. Wharton-Smith, Inc. Change Order No. 5 for Vacuum Station "E"  
Tank Rehabilitation

*Action*

#### J. OPERATIONS REPORT

1. Monthly Operations Report

#### K. ENGINEER'S REPORT

1. Water Reuse

#### L. ADMIN / CUSTOMER SERVICE REPORT

1. MCLA Conservation Waiver of Assessment – Pamela Villas

*Action*

**RESOLUTION DRAFT NO. 03-01-17**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REQUEST OF MONROE COUNTY LAND AUTHORITY FOR REMOVAL OF TWO TAX PARCELS AS CONSERVATION LAND FROM THE 2006 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

#### M. GENERAL MANAGER'S REPORT

1. Cross Key/Manatee Bay
2. Calusa Campground Update

#### N. COMMISSIONER'S ITEMS

1. Whooshing Part 2 (Commissioner Heim)
2. Meeting Pay (Commissioner Heim)
3. Higgins and Rowell's Marina (Commissioner Heim)
4. General Manager and General Counsel Contract Renewal (Commissioner Heim)

## O. LEGAL REPORT

### 1. Grievance Policy Amendment Resolution

*Action*

#### **RESOLUTION DRAFT NO. 04-01-17**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT MODIFYING *EMPLOYEE GRIEVANCE POLICY AND PROCEDURES*; AND PROVIDING FOR AN EFFECTIVE DATE.

## P. ROUNDTABLE DISCUSSION

1. Unfinished Business
2. Solar (Commissioner Gibbs)
3. Death Benefits (Commissioner Tobin)
4. Labor and Employment Issues (Commissioner Tobin)
5. Computer Backup (Commissioner Tobin)

## Q. ADJOURNMENT

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.