



Key Largo Wastewater Treatment District
Board of Commissioner's Meeting
Tuesday, July 25, 2017
4:00 PM

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:

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

DISTRICT STAFF:

Peter Rosasco	General Manager
Nick Mulick	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		<i>Action</i>
G. GENERAL MANAGER’S REPORT		
1. Cyber Key Replacement Project	62	<i>Action</i>
E. PUBLIC COMMENT		
F. APPROVAL OF MINUTES OF PREVIOUS MEETINGS		
1. Minutes of July 11, 2017	4	<i>Action</i>
G. GENERAL MANAGER’S REPORT		
1. Wastewater Utility Manager Position	14	
3. Meeting with Chairman Ben Albritton		
H. BUDGET AND FINANCE REPORT		
I. ADMIN AND CUSTOMER SERVICE REPORT		
1. Code Compliance List – July 2017	70	
J. OPERATIONS REPORT		
1. Proposed Purchase of Redundant Parts for Wastewater Treatment Plant	72	
K. CONSTRUCTION REPORT		
L. ENGINEER’S REPORT		
M. LEGAL REPORT		
1. Public Hearing to Consider Assessing Parcels for the First Time – 5:00 PM Time Certain	81	
a. 2017 Assessment Resolution		<i>Action</i>
RESOLUTION NO. 22-07-17		
A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT RELATING TO SYSTEM DEVELOPMENT CHARGES AND ASSESSMENTS FOR 2017 FOR FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE ANNUAL INTEREST RATE FOR UNPAID ASSESSMENT FOR 2017; ESTABLISHING A PUBLIC HEARING TO CONSIDER IMPOSITION OF ANY PROPOSED SPECIAL ASSESSMENTS; ESTABLISHING THE METHOD OF COLLECTION; AND PROVIDING AN EFFECTIVE DATE.		
b. 2006 Assessment Roll Amendment Resolution		<i>Action</i>
RESOLUTION NO. 23-07-17		
A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2006 FINAL ASSESSMENT RESOLUTION (RESOLUTION 28-28-06) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS’ AND PROVIDING AN EFFECTIVE DATE.		
c. 2007 Assessment Roll Amendment Resolution		<i>Action</i>
RESOLUTION NO. 24-07-17		
A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2007 FINAL ASSESSMENT RESOLUTION (RESOLUTION 11-08-07) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND		

CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THE COLLECTION; ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS; AND PROVIDING FOR AN EFFECTIVE DATE.

d. **2008 Assessment Roll Amendment Resolution**

RESOLUTION NO. 25-07-17

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2008 FINAL ASSESSMENT RESOLUTION (RESOLUTION 12-06-08) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS; AND PROVIDING AN EFFECTIVE DATE.

Action

e. **2009 Assessment Roll Amendment Resolution**

RESOLUTION NO 26-07-17

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2009 FINAL ASSESSMENT RESOLUTION (RESOLUTION 20-05-09) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION' ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS; PROVIDING AN EFFECTIVE DATE.

Action

N. COMMISSIONER'S ITEMS

1. Proposed Changes to Board Practice and Procedures
(Commissioner Heim)

109

O. ROUNDTABLE DISCUSSION

1. Unfinished Business
2. Commissioner Independent Actions (Commissioner Heim)

P. 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.