



Key Largo Wastewater Treatment District  
Board of Commissioner's Meeting  
Tuesday, December 19, 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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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 *Action*

## E. PUBLIC COMMENT

## F. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- 1. Minutes of December 5, 2017 3 *Action*

## G. GENERAL MANAGER'S REPORT

- 1. HR Update 13

## H. BUDGET AND FINANCE REPORT

- 1. KLWTD FY17 Financial Reports 14

## I. ADMIN AND CUSTOMER SERVICE REPORT

- 1. District's Intent to use Uniform Method of Collecting Non-Ad Valorem 21 *Action*

Assessments – Time Certain 5:00 PM

**RESOLUTION NO. 35-12-17**

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT, KEY LARGO, FLORIDA ELECTING TO USE THE UNIFORM METHOD OF COLLECTING NON-AD VALOREM ASSESSMENTS LEVIED WITHIN THE UNINCORPORATED AREA OF THE ISLAND OF KEY LARGO; STATING A NEED FOR SUCH LEVY; PROVIDING FOR THE MAILING OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

## J. OPERATIONS REPORT

## K. CONSTRUCTION REPORT

## L. ENGINEER'S REPORT

- 1. Emergency Standby Generator for Administration Building 25
- 2. Hydrogen Sulfide Monitoring for Vacuum Stations 28

## M. LEGAL REPORT

## N. COMMISSIONER'S ITEMS

- 1. Budget-to-Debt Ratio (Commissioner Heim)
- 2. Compensation for Staff (Commissioner Gibbs)

## O. ROUNDTABLE DISCUSSION

- 1. Unfinished Business
- 2. Federation Meeting (Commissioner Heim)
- 3. 2018 Board Meeting Schedule (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.