

**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
Andrew Tobin
Robert Majeska
Norm Higgins
David Asdourian**

**Chair
Vice Chair
Secretary-Treasurer
Commissioner
Commissioner**

.....
**Margaret Blank
Ray Giglio
Melissa Cornelison**

**General Manager
General Counsel
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

TAB 1

G. FINANCIAL REPORT
3. CAFR Q&A

TAB 2

H. COMMISSIONER'S ROUNDTABLE

I. ADJOURNMENT

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."

TAB 1

**KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form**

Meeting Date: July 8, 2014

Agenda Item No. 1

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input checked="" type="checkbox"/> DISCUSSION | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> ACTION ITEM | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Big Red Truck Presentation

RECOMMENDED MOTION/ACTION: Discussion

Approved by General Manager *MB* Date: 7/5/2014

Originating Department: Customer Service	Costs: \$ Funding Source:	Attachments: None
Department Review: <input type="checkbox"/> District Counsel _____ <input checked="" type="checkbox"/> General Manager <u><i>MB</i></u> <input type="checkbox"/> Finance _____	<input type="checkbox"/> Engineering _____ <input type="checkbox"/> Clerk _____ <input type="checkbox"/> [Operations] _____	Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required

Summary Explanation/Background:

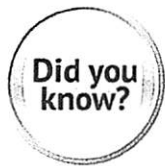
A representative from One Blood will be giving a presentation on KLWTD hosting a Blood Drive.

Resulting Board Action:

- Approved Tabled Disapproved Recommendation Revised

Host a Drive

Share your power on the Big Red Bus.



- 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.

W-MKT-RCHOST



Kim Youngblood
 Community Relations Coordinator
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 F 305 664 4037
 88539 Overseas Hwy Suite 1
 Tavernier, FL 33070

oneblood.org



**KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form**

Meeting Date: July 8, 2014

Agenda Item No. 2

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input checked="" type="checkbox"/> DISCUSSION | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> ACTION ITEM | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> 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 *MS/and* Date: 7/3/2014

Originating Department: Customer Service	Costs: \$ Funding Source:	Attachments: None
Department Review: <input type="checkbox"/> District Counsel _____ <input checked="" type="checkbox"/> General Manager <u><i>MS</i></u> <input type="checkbox"/> Finance _____	<input type="checkbox"/> Engineering _____ <input type="checkbox"/> Clerk _____ <input type="checkbox"/> [Operations] _____	Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required

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

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input checked="" type="checkbox"/> DISCUSSION | <input type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> ACTION ITEM | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: CAFR Questions and Answers

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

Approved by General Manager *MB/ash* Date: 7/3/2014

Originating Department: Finance	Costs: \$ Funding Source:	Attachments: None
Department Review: <input type="checkbox"/> District Counsel _____ <input checked="" type="checkbox"/> General Manager <u><i>MB</i></u> <input checked="" type="checkbox"/> Finance <u><i>CF</i></u>	<input type="checkbox"/> Engineering _____ <input type="checkbox"/> Clerk _____ <input type="checkbox"/> [Operations] _____	Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required

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