



Key Largo Wastewater Treatment District  
Board of Commissioner's Meeting  
Tuesday, January 17, 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:

---

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. RECOGNITION OF NORMAN PETER HIGGINS**

1. Proclamation in Memoriam Honoring the Life of Norman Higgins *Action*

**F. PUBLIC COMMENT**

**G. OPERATIONS REPORT**

1. Aqua-Aerobics Systems, Inc. Presentation

**H. LEGAL REPORT**

1. Discussion and Adoption of a Process to Fill Vacant Commissioner Seat *Action*

**I. ADMIN / CUSTOMER SERVICE REPORT**

1. MCLA Conservation Waiver of Assessment – Lee Shores *Action*  
**RESOLUTION DRAFT NO. 02-01-17**  
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 2016 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

**J. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

1. Minutes of December 20, 2016 *Action*  
2. Minutes of January 10, 2017 *Action*

**K. LEGAL REPORT**

1. Resolution Adopting Board Practices and Policies *Action*  
**RESOLUTION DRAFT NO. 01-01-17**  
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT RATIFYING AND ADOPTING THE BOARD PRACTICES AND POLICIES *NUNC PRO TUNC*, EFFECTIVE JULY 12, 2016.

**L. CONSTRUCTION REPORT**

1. Monthly Construction Report

**M. ENGINEER'S REPORT**

**N. COMMISSIONER'S ITEMS**

1. Grievance Policy Amendment (Commissioner Tobin)  
2. Agenda Posting Requirements (Commissioner Heim)  
3. Commissioner Compensations for Last BOC Meeting (Commissioner Heim)  
4. Norman Higgins (Commissioner Majeska)

**O. GENERAL MANAGER'S REPORT**

## P. BUDGET AND FINANCE REPORT

## Q. ROUNDTABLE DISCUSSION

### 1. Unfinished Business

## R. 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.