



Key Largo Wastewater Treatment District  
Board of Commissioner's Meeting  
Tuesday, September 5, 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*

## F. PUBLIC COMMENT

## G. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- 1. Minutes of August 21, 2017 4 *Action*
- 2. Minutes of August 22, 2017 6 *Action*
- 3. Minutes of August 24, 2017 20 *Action*
- 4. Minutes of August 28, 2017 22 *Action*

## H. GENERAL MANAGER'S REPORT

- 1. Hurricane Irma Update
- 2. Disaster Recovery and Backup 34 *Action*

## I. BUDGET AND FINANCE REPORT

- 1. FY2018 Proposed Budget, Staffing Plan and Organizational Chart 40 *Action*

## J. ADMIN AND CUSTOMER SERVICE REPORT

- 1. Reversal of Waiver – AK#9102314 – 362 Sound Drive 72 *Action*

**RESOLUTION NO. 29-08-17**

A RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING THE REQUEST OF KEYS INTERIOR DESIGN SERVICES CORP FOR THE REINSTATEMENT OF ASSESSMENT OF ONE TAX PARCEL TO THE 2016 NON-AD VALOREM ASSESSMENT; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

## K. OPERATIONS REPORT

- 1. WWTP Operations Building Fire Detection Upgrade – Add-on 87 *Action*
- 2. Intent to Award – Buffer Tank Installation – 101000 Overseas Highway 89 *Action*
- 3. Grinder Pump Equipment Purchase – Phase II Unique Program 96 *Action*

## L. CONSTRUCTION REPORT

## M. ENGINEER'S REPORT

## N. LEGAL REPORT

## O. COMMISSIONER'S ITEMS

## P. ROUNDTABLE DISCUSSION

- 1. Unfinished Business

## 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.