



Key Largo Wastewater Treatment District  
Board of Commissioner's Meeting  
Tuesday, October 3, 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. RECOGNIZE DISTRICT STAFF**

1. Time in Service Recognition
2. Operator Achievement Presentation
3. Employee of the Quarter

**F. PUBLIC COMMENT**

**G. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

1. Minutes of September 5, 2017 3 *Action*

**H. GENERAL MANAGER'S REPORT**

1. Wastewater Utility Manager Position 11
2. Emergency Compensation
3. September Billing

**I. BUDGET AND FINANCE REPORT**

1. 457(b) Plan – Discretionary Non-Elective Defined Contribution 12 *Action*  
**RESOLUTION NO. 31-10-17**  
A RESOLUTION OF THE BOARD OF COMMISSIONERS ADOPTING A 457(B) PLAN NON-ELECTIVE DEFINED CONTRIBUTION OF 3 PERCENT FOR ALL EMPLOYEES OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.
2. FY18 Engineering Services for Capital Improvements 24 *Action*
3. FY18 Engineering Services for WWTP Operations 36 *Action*
4. FY18 Engineering Services for Field Operations 41 *Action*
5. FY18 Engineering Services for Administration 47 *Action*
6. FY18 Engineering Services for Maintenance Operations 51 *Action*
7. Hurricane Irma Emergency Equipment Purchase 56 *Action*

**J. ADMIN AND CUSTOMER SERVICE REPORT**

**K. OPERATIONS REPORT**

1. Calusa Campground Update 66 *Action*

**L. CONSTRUCTION REPORT**

**M. ENGINEER'S REPORT**

**N. LEGAL REPORT**

1. General Counsel Contract Review 67

**O. COMMISSIONER'S ITEMS**

1. Vacuum Station I Residence (Commissioner Majeska)

**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.