



**AGENDA**  
**KEY COLONY BEACH UTILITY BOARD**  
**December 12, 2017 @ 9:30 am**  
**CITY HALL**

**Call to Order & Roll Call**

**SRF WRF Improvements – Phase 2**

**I. Contractual Matters**

- A. Hurricane Irma

**II. Permit Matters**

- A. Coordination with FDEP as ISAM readies for start-up
- B. Permit Renewal Comments

**III. Scheduling**

- A. Review Update Progress Schedule
- B. Recap Work to Date
- C. 4 to 8-week Look Ahead | Critical Path Discussion
  - 1. End of January travels

**IV. Applications for Payment**

- A. AFP Status
- B. Davis-Bacon Update (Payrolls) / Compliance

**V. Shop drawings**

- A. No items at this time.

**VI. Coordination / Technical Issues**

- A. Sequence of Near-term Construction Activities
- B. ISAM Temporary Operations Planning | Coordination
- C. Coordination with City's Operations Staff
- D. Site Security | Safety
- E. Working Hours and Working Days
  - 1. Christmas Break
- F. Other Items
  - 1. WAS Valves and Stair Replacement
  - 2. Jet Mixer Header
  - 3. Biosolid Pump Motor and Aspirator Replacement
  - 4. Pump Monorail

**VII. Open Discussion**

**VIII. Next Meeting Discussion**

## **Stormwater 12<sup>th</sup> Street Project Update**

**Approval of the Minutes:** Regular Meeting, October 17, 2017

### **Utility Clerk's Report**

**Operator's Monthly Report-** Includes written review & reports (October & November)

### **Chairs Report**

- A. Hurricane Irma Update
- B. Stairs for Sewer Plant Update
- C. Manhole Risers Update
- D. Manhole #11 East Ocean Repair Update
- E. DEP Permit Renewal Update

### **Treasurer's Report**

#### **Approval of Waste Water Financial Reports - October & November**

- A. Balance Sheets
- B. Income Statements

#### **Approval of Storm Water Financial Reports – October & November**

- A. Balance Sheets
- B. Income Statements

#### **Approval of the Waste Water Warrant – 1017 & 1117**

#### **Approval of the Stormwater Warrant – 1017**

### **Any Other Business**

There may be attendance and participation of city commission members at this meeting.

If a person decides to appeal any decision made with respect to any matter considered at any meeting, that 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

#### **NOTICE REGARDING EX-PARTE COMMUNICATION**

An ex-parte communication is defined as any contact, conversation, communication, writing, correspondence, memorandum or any other verbal or written communication that takes place outside a public hearing between a member of the public and a member of a quasi-judicial board, regarding matters, which are to be heard and decided by a quasi-judicial board. Site visits and expert opinions are also considered ex-parte communications. In the event that someone contacts a Board Member about a quasi-judicial matter outside of a public meeting, at such time, that particular issue is brought before the Board; the Board Member should state on a record that existence of any ex-parte communication. Similarly, any correspondence received by a Board Member must be forwarded to the Board Clerk. You should also state whether or not the ex-parte communication affects your ability to impartially consider the evidence presented. .