



**AGENDA**  
**KEY COLONY BEACH UTILITY BOARD**  
**February 20, 2018 @ 9:30 am**  
**CITY HALL**

**Call to Order & Roll Call**

**SRF WRF Improvements – Phase 2**

**I. Contractual Matters**

- A. TLC Contract Modification Request Related to Hurricane Irma
- B. FDEP SRF Site Visit Recap
  - 1. Management Plan

**II. Permit Matters**

- A. Partial Certification submitted to FDEP for ISAM start-up

**III. Scheduling**

- A. Testing of ISAM Components (2/19 thru 2/20)
- B. Start-up Coordination (Pending Confirmation and Results from Testing | Tentatively during week of 3/4 or 3/11)
- C. Recap Work to Date | Tank Hydrostatic Testing
- D. Review Updated Progress Schedule
- E. 4 to 8-week Look Ahead | Sequence of Operations with ISAM
  - 1. Existing MBR WAS Valve Replacements | Bypass Pumping Begins
  - 2. Stairway Replacement
  - 3. Existing Influent Structure Removal (Screens and Stairs)
  - 4. MBR Rehab | Digester Rehab | Interim Wasting to ISAM | Air Delivery Alterations

**IV. Applications for Payment**

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

**V. Shop drawings**

- A. No items at this time.

**VI. Other Items**

- A. Site Security | Safety
- B. Working Hours and Working Days
- C. Other Items
  - 1. UV Electrical Equipment Building

**VII. Open Discussion**

**VIII. Next Meeting Discussion**

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

**Approval of the Minutes:** Regular Meeting, January 16, 2018

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

**Operator's Monthly Report-** Includes written review & reports

### **Chairs Report**

- A. Condo / Resident Requests for Wastewater Hurricane Relief
- B. Hurricane Irma Update – Sewer Plant
- C. Stairs for Sewer Plant Update
- D. Manhole Risers Update
- E. Control Room Roof Replacement Update

### **Treasurer's Report**

#### **Approval of Waste Water Financial Reports**

- A. Balance Sheets
- B. Income Statements

#### **Approval of Storm Water Financial Reports**

- A. Balance Sheets
- B. Income Statements

### **Approval of the Waste Water Warrant – 0118**

### **Approval of the Stormwater Warrant – 0118**

### **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. .