

**MINUTES OF SKYPE STATUS CALL  
OF THE  
BOARD OF DIRECTORS  
FLORIDA KEYS AQUEDUCT AUTHORITY**

**HELD ON**

**APRIL 15, 2020**

**PUBLIC MAY JOIN MEETING BY VIA PHONE AT:  
1-(850)792-4985  
MEETING ID: 283073705**

**11:00 A.M.**

The following MEMBERS were present:

J. Robert Dean. . . . . Chairman  
Richard J. Toppino. . . . . Vice-Chairman  
David C. Ritz. . . . . Secretary/Treasurer  
Antoinette M. Appell. . . . . Member  
Cara Higgins. . . . . Member

Thomas G. Walker. . . . . Executive Director  
Kerry Shelby. . . . . Deputy Executive Director  
Robert T. Feldman. . . . . General Counsel  
Timothy Esquinaldo. . . . . Internal Auditor  
Jolynn Reynolds. . . . . Director of Engineering  
Peter Gomez. . . . . Director of Water Ops.  
Jay Miller. . . . . Director of Wastewater Ops.

A LIST OF ATTENDANCE IS RETAINED WITH THE PERMANENT RECORD OF THIS MEETING.

## **COVID-19 STATUS CALL**

The Meeting was called to order by Chairman Dean at 11:01 a.m.

Mr. Walker presented the roll call.

## **AGENDA**

### **Latest Information and Response**

Mr. Walker advised that water demand remains strong with approximately 19 million gallons being pumped down the system daily.

Mr. Walker reported that FKAA staff remains COVID-19 free and that the daily screening which includes temperature checks will continue.

Mr. Walker advised that the Study at Home program will be implemented next week. He explained that employees that are on the bi-weekly modified work schedule are expected to work six (6) plus hours a day on updating and or towards obtaining licensing and certifications that are part of their job requirements.

Mr. Walker reported that the ads that have been posted on Facebook and advertised in the Citizen regarding FKAA's continued service and safe water during the pandemic have been well received by customers with great feedback.

Chairman Dean inquired if the work being completed by staff from home is being documented for FEMA claims. Mr. Walker advised yes and explained that the work being done at home by staff is being tracked and documented as are all expenses incurred due to COVID-19 for example, gloves, buffs and cleaning supplies.

Mr. Ritz asked if the 19 million gallons being pumped in daily is from the Biscayne or the R.O. Mr. Walker advised that approximately a million and a half gallons is from the R.O. the rest is from the Biscayne.

### **Current Financial Status**

Mr. Ritz inquired if the FKAA had been requested to reduce rates as Keys Energy, FKEC and FPL had announced that they will for a one-month period. Mr. Shelby advised that we had not received that request and explained that FKAA's view is to not reduce rates but instead to work with the customers that reach out and are in need of help and extra time to pay their bills.

Mr. Shelby advised that water revenue is maintaining due to the drought conditions.

Mr. Shelby reported that the amount of cash that is coming in has slowed down in April due to how much and when customers are paying. He advised that staff is monitoring all data as it come in.

Chairman Dean asked Mr. Walker if he agreed with not reducing the rates, Mr. Walker advised that it is his recommendation to not reduce the rates.

By consensus, the Board unanimously approved to not reduce rates.

**Review of New Board Room Options**

Mr. Walker reported that an email was sent out earlier in the week with attachments showing the six (6) layout options for the Board Room in the new Joe Pinder Administration Building. He requested that the Board select the layout option of their preference.

By consensus, The Board unanimously chose selection #5 as the layout for the Board Room at the new Joe Pinder Administration Building.

**Additional Comments:**

On recommendation of Chairman Dean and a motion of Mrs. Higgins, seconded by Mrs. Appell the Board approved staff actions to date as reported at today's meeting.

**ADJOURNMENT**

With there being no further business, the meeting was adjourned at 11:20 a.m.

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**FLORIDA KEYS AQUEDUCT AUTHORITY**

By:   
Robert Dean, Chairman

Attest:



David C. Ritz, Secretary/Treasurer

**ATTENDANCE**

**BOARD MEMBERS**

J. Robert Dean  
Richard Toppino  
David C. Ritz  
Antoinette M. Appell  
Cara Higgins

**FCAA STAFF**

Tom Walker	Pam Albury
Tim Esquinaldo	Bob Feldman
Randy Acevedo	Kerry Shelby
Jay Miller	Peter Gomez
Julie Cheon	Rick Ketcham
Karen Rodriguez	Jolynn Reynolds

**MEMBERS OF THE PUBLIC**

John Sweeting (Union Rep.)  
Tom Pope  
Gavin Scarbrough