

**MINUTES OF REGULAR MEETING**  
**OF THE**  
**BOARD OF DIRECTORS**  
**FLORIDA KEYS AQUEDUCT AUTHORITY**

**HELD ON**

**JUNE 28, 2022**

**Florida Keys Aqueduct Authority**  
**1100 Kennedy Drive**  
**Key West, Florida 33040**

**11:00 A.M.**

The following MEMBERS were present:

J. Robert Dean. . . . . Chairman  
Richard J. Toppino. . . . . Vice-Chairman  
Antoinette M. Appell. . . . . Secretary/Treasurer  
Nicholas W. Mulick. . . . . Member

Kerry Shelby. . . . . Executive Director  
Greg Veliz. . . . . Deputy Executive Director  
Robert T. Feldman. . . . . General Counsel  
Cindy Kondziela. . . . . Director of Finance  
David Hackworth. . . . . Director of Capital Projects  
Peter Gomez. . . . . Director of Water Operations  
Jay Miller. . . . . Director of Wastewater Operations

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

## **PUBLIC HEARING #1 FOR PROPOSED BUDGET**

Chairman Dean opened the Public Hearing at 11:00 a.m.

Ms. Kondziela advised that today's meeting is the first of three (3) advertised Public Hearings to adopt the proposed 2023 annual budget.

Ms. Kondziela reported that no changes have been made to the proposed 2023 Budget since the last Budget Workshop.

With there being no further discussion or comments from the public, the Public Hearing was closed at 11:03 a.m.

## **REGULAR MEETING**

The Regular Meeting was called to order by Chairman Dean at 11:03 a.m.

Pam Albury presented the invocation and Chairman Dean led the Pledge of Allegiance.

## **APPROVAL OF MINUTES**

On motion of Mr. Toppino, seconded by Mr. Mulick, the Board unanimously approved the Minutes from the Budget Workshop on June 14, 2022, and the Regular Board Meeting on June 14, 2022, as presented.

## **DELETIONS TO THE REGULAR AGENDA**

DOA-02. Consideration to approve selection of Tidal Basin Governmental Consulting for FEMA Program Consulting Services

DOE-01. Consideration to approve selection of WSP USA Solution, Inc. for Project #7068-22, "Post Hurricane/Disaster Recovery Damage Assessment," and authorize to begin contract negotiations

## **APPROVAL OF AGENDA**

By consensus, the Board unanimously approved Agenda.

## **CONSENT AGENDA WATER /WASTEWATER**

On motion of Mr. Mulick, seconded by Mr. Toppino the Board unanimously approved the following items by Consent:

1. OOC - 01. Approval of payment to Gunster for services rendered through January 2022 regarding Big Coppitt Wastewater Treatment Protection Expansion (\$4,512.65).

2. OOC – 02. Approval of the First Amendment to the 2015 Interlocal Agreement between the Florida Keys Aqueduct Authority and Islamorada, Village of Islands. The Authority, for compensation, bill Village customers for Village wastewater charges and collects and transmits those charges, net of Authority fees, to the Village. The Amendment will allow the Authority to be reimbursed for credit card charges paid by the Authority.

## **REGULAR AGENDA ITEMS**

### **EXECUTIVE DEPARTMENT**

#### **EO-01. EXECUTIVE DIRECTOR'S REPORT**

The Board accepted the Executive Director's Report with additional comments as presented.

#### **Navy Water Rate Re-Determination:**

Mr. Shelby reported that a meeting has been scheduled with the US Navy contract team on July 14<sup>th</sup> in Jacksonville to discuss the water rate re-determination. He added that staff has requested that the process be reviewed and possibly changed to a flat rate like the wastewater contract.

#### **Union Negotiations:**

Mr. Shelby advised that union negotiations are underway to craft a new contract that will take effect on October 1. He added that a second Executive Session will be scheduled prior to bringing the new contract to the Board for consideration.

#### **EO-02. APPROVAL OF THE PROPOSED NEW PAY RANGES FOR FKAA'S CONSTRUCTION WORKERS, EQUIPMENT OPERATORS, CUSTOMER SERVICE REPRESENTATIVES, AND RECORDS DATA ENTRY CLERKS WITH A BUDGET AMENDMENT IN THE APPROXIMATE AMOUNT OF \$9,701.00. ALONG WITH ADOPTING NEW JOB DESCRIPTIONS FOR CUSTOMER SERVICE REPRESENTATIVES BASED ON YEARS OF EXPERIENCE AND EDUCATION TO ALLOW GROWTH OPPORTUNITIES (APPROXIMATE AMOUNT OF \$9,701.00)**

On recommendation of Mr. Veliz and motion of Mr. Mulick, seconded by Mr. Toppino, the Board approved the proposed new pay ranges for FKAA's Construction Workers, Equipment Operators, Customer Service Representatives, and Records Data Entry Clerks with a budget amendment in the approximate amount of \$9,701.00. Along with adopting new job descriptions for Customer Service Representatives based on years of experience and education to allow growth opportunities in the approximate amount of \$9,701.00.

**OFFICE OF COUNSEL**

**OOC-01. APPROVAL OF PAYMENT TO ALLEN, NORTON & BLUE, P.A. FOR MAY 2022 (\$2,572.50)**

On recommendation of Mr. Feldman and motion of Mr. Mulick, seconded by Mr. Toppino, the Board approved payment to Allen, Norton & Blue, P.A. for May 2022 in the amount of \$2,572.50.

**DIVISION OF ADMINISTRATION**

**DOA-01. SUMMARY OF FINANCIAL INFORMATION MAY 2022**

Ms. Kondziela reported that operating expenses are 4.9% under the current amended budget and approximately \$4.3 million over last year. She added that total cash balance is \$80.3 million and unrestricted cash for future projects at \$34.4 million.

**DIVISION OF CAPITAL PROJECTS**

**DOCP-01. MONTHLY REPORT ON CURRENT CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS**

Mr. Hackworth presented an update on the following projects:

- United Street Water Main Replacement
- Stock Island Distribution Pump Station
- Cross Key WWTP and Water Distribution

**BOD-01. BOARD OF DIRECTORS DISCUSSION  
(SPONSOR: J. ROBERT DEAN)**

The Board thanked Mr. Veliz for analyzing and presenting employee pay range increases especially in light of todays economy.

**ADJOURNMENT**

With there being no further business, the meeting was adjourned at 11:13 a.m.

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FLORIDA KEYS AQUEDUCT AUTHORITY

By:  \_\_\_\_\_  
J. Robert Dean, Chairman

Attest:

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Antoinette M. Appell Secretary/Treasurer

**ATTENDANCE**

**BOARD MEMBERS**

J. Robert Dean  
Richard Toppino  
Antoinette M. Appell (virtually)  
Nicholas W. Mulick

**FKAA STAFF**

Kerry Shelby (virtually)	Krystal Waldner
Greg Veliz	Randy Acevedo
Jay Miller	Cindy Kondziela
Pam Albury	Maghan Barber
Robert T. Feldman	George Wallace
David Hackworth	Peter Gomez
Christina Ortiz	

**MEMBERS OF THE PUBLIC**