

**AGENDA**  
**KEY COLONY BEACH UTILITY BOARD**  
**April 19, 2016 @ 9:30 am**  
**CITY HALL**

Call to Order & Roll Call

Approval of the Regular Minutes –

Utility Clerk’s Report

Operator’s Monthly Report- Includes written review & reports

Chairs Report-

- A. Introduction of New Board Members
- B. Clean causeway south main line
- C. Smoke testing
- D. Bid for cleaning out reactor tank
- E. Lateral – 948 W Ocean Drive
- F. Concrete cap on top of tank
- G. HACH Proposal

Approval of Waste Water Financial Reports

- A. Balance Sheet
- B. Income Statement

Approval of Storm Water Financial Reports

- A. Balance Sheet
- B. Income Statement

Treasurer’s Report

Approval of the Waste Water Warrant- 0216 & 0316

Approval of the Storm Water Warrant- 0216

Approval of Any Other Monthly Reports

Board Member’s Comments

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.