AGENDA

Board of Commissioners Meeting
103355 Overseas Highway
Key Largo, FL 33037

Meeting link for computer, tablet or smartphone.
www.gotomeet.me/KLWTDClerk/board-meeting

(Toll Free): 1 866 899 4679
(571) 317-3117

Access Code: 605-219-813

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

BOARD MEMBERS:
David Asdourian Chairman
Robert Majeska Vice Chairman
Susan Heim Secretary-Treasurer
Nicolas Rodriguez Commissioner
Andrew Tobin Commissioner

DISTRICT STAFF:
Peter Rosasco General Manager
Nicholas Mulick General Counsel
Diane Bockelman Clerk

MISSION STATEMENT:
“The Mission of the Key Largo Wastewater Treatment District is to preserve and protect the delicate ecosystem of the Florida Keys while providing exceptional customer service.”
D. AGENDA ADDITIONS, CORRECTIONS OR DELETIONS
   1. Approval of Agenda

E. PUBLIC COMMENT

F. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
   1. Minutes of May 19, 2020

G. GENERAL MANAGER’S REPORT
   1. April 2020 Monthly Report
   2. Review of Emergency Pay Policy

H. BUDGET AND FINANCE REPORT
   1. Fiscal Year 2021 Budget Calendar (REVISED)

I. ADMIN AND CUSTOMER SERVICE REPORT

J. OPERATIONS REPORT
   1. Vehicle Purchase

K. CONSTRUCTION REPORT

L. ENGINEER’S REPORT

M. LEGAL REPORT
   1. Request for Attorney-Client Closed Session to Discuss Big Chill Litigation Case No. 19-CA-175-P - Time Certain 5:00 PM
   2. Interlocal Agreement between FKAA and KLWTD

N. COMMISSIONER’S ITEMS

O. ROUNDTABLE DISCUSSION
   1. Unfinished Business

P. ADJOURNMENT

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the KLWTD Board, with respect to any matter considered at this meeting, such interested 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. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the District Clerk at 305 451-4019 at least 48 hours in advance to request accommodations.
Key Largo Wastewater Treatment District
Board of Commissioners Meeting
Agenda Item Summary

Meeting Date:       Agenda Item Number:  F-1
June 2, 2020

Agenda Item Type:  Agenda Item Scope:  Recommended Action:
Information / Presentation  Review / Discussion  Action: Approval

Department:        Sponsor:
Legal              Nicholas Mulick

Subject:           Minutes of May 19, 2020

Summary of Discussion:
Staff to present the minutes from the previous board meeting for approval.

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<thead>
<tr>
<th>Reviewed / Approved</th>
<th>Financial Impact</th>
<th>Attachments</th>
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<td>District Clerk:</td>
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<td>Engineering:</td>
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Approved By: ___________________________ Date: 5/28/2020
CALL TO ORDER (A)
Chairman Asdourian called the meeting to order at 4:00 PM.

PLEDGE OF ALLEGIANCE (B)
Ms. Diane Bockelman led the Pledge of Allegiance.

ROLL CALL (C)
Present were Chairman David Asdourian and Commissioners Nicolas Rodriguez, Robert Majeska, Andrew Tobin, and Susan Heim. Also present were General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; Clerk, Diane Bockelman; District Manager, Connie Fazio; and District Engineer, Steve Suggs. District Managers, Ryan Dempsey, Mike Dempsey, Jered Primicerio; and Senior Support Analyst, Kevin Becerra appeared virtually.

AGENDA ADDITIONS, CORRECTIONS, OR DELETIONS (D)
Approval of Agenda (D-1)

Motion: Commissioner Heim made a motion to approve the agenda. Commissioner Rodriguez seconded the motion. The motion passed without objection.

PUBLIC COMMENT (E)
No speakers.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS (F)
Minutes of May 5, 2020 (F-1)

Motion: Commissioner Rodriguez made a motion to approve the minutes of the May 5, 2020 meeting. Commissioner Majeska seconded the motion passed without objection.

GENERAL MANAGER'S REPORT (G)
COVID-19 Update (G-1)
Mr. Rosasco reported that the procedures put in place for COVID-19 are working well and will continue to be followed.
**Emergency Pay Policy (G-2)**
Mr. Rosasco presented Resolution 07-2020 to extend the District’s interim emergency pay policy to September 30, 2020.

**Motion:** Commissioner Majeska made a motion to adopt Resolution 07-2020. Commissioner Heim seconded the motion.

**Vote on Motion**
- Commissioner Majeska - Aye
- Commissioner Heim - Aye
- Commissioner Rodriguez - Aye
- Commissioner Tobin - Abstain
- Chairman Asdourian - Aye

**Motion Passed:** 4 to 0

**BUDGET AND FINANCE REPORT (H)**

**Fiscal Year 2012 Budget Calendar (H-1)**
Ms. Fazio presented the fiscal year 2021 budget planning calendar. The presentation of KLWTD Preliminary FY2020/2021 Budget and Staffing Plan was moved from August 18, 2020 to August 4, 2020.

**KLWTD FY20 – 2nd Quarter Financial Reports (H-2)**
Ms. Fazio presented the financial reports for the 2nd quarter of fiscal year 2020.

**ADMIN AND CUSTOMER SERVICE REPORT (I)**

**Amend 2006 Assessment Roll – AK#1561089 (I-1)**
Ms. Bockelman presented proposed resolution 08-2020 adding tax parcel AK#9104490 to the 2006 assessment roll and provide with wastewater service.

**Motion:** Commissioner Majeska made a motion to adopt Resolution 08-2020. Commissioner Rodriguez seconded the motion.

**Vote on Motion**
- Commissioner Majeska - Aye
- Commissioner Rodriguez - Aye
- Commissioner Heim - Aye
- Commissioner Tobin - Aye
- Chairman Asdourian - Aye

**Motion Passed:** 5 to 0
Amend 2006 Assessment Roll – AK#1632601 (I-2)
Ms. Bockelman presented proposed resolution 09-2020 adding tax parcels AK# 9104460, 9104461, 9104462, 9104463 and 9104464 to the 2006 assessment roll and provide with wastewater service.

Motion: Commissioner Heim made a motion to adopt Resolution 09-2020. Commissioner Rodriguez seconded the motion.

Vote on Motion
Commissioner Heim - Aye
Commissioner Rodriguez - Aye
Commissioner Majeska - Aye
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 5 to 0

OPERATIONS REPORT (J)
No report.

CONSTRUCTION REPORT (K)
No report.

ENGINEER’S REPORT (L)
KLWTD Phase 2 and 3 Solar Arrays Project (L-1)
Public Comment
Name / Organization Comment
Sam Marks, Carrick-Williams Companies, LLC Appeared by phone. Mr. Marks announced that they are prepared to protest the award as allowed in the RFP document to assure a fair bid process and asked that all future communication be submitted in writing.

Chuck Meier, SALT Energy Appeared in person. Mr. Meier stated the Carrick-Williams’ bid provided a better value and that KLWTD should have asked for clarification before considering the bid non responsive.

Mr. Suggs presented the Engineer’s Memorandum and requested approval to enter into negotiations with Burke Energy Solutions.

Motion: Commissioner Heim made a motion to approve Item L-1 and allow Weiler Engineering to enter into negotiations with Burke Energy Solutions. Commissioner Rodriguez seconded the motion.
Vote on Motion
Commissioner Heim - Aye
Commissioner Rodriguez - Aye
Commissioner Majeska - Nay
Commissioner Tobin - Aye
Chairman Asdourian - Aye
Motion Passed: 4 to 1

LEGAL REPORT (M)
Draft Interlocal Agreement between FKAA and KLWTD (M-1)
Mr. Mulick presented the draft Interlocal Agreement between the Florida Keys Aqueduct Authority ("FKAA") and Key Largo Wastewater Treatment District ("KLWTD").

Motion: Commissioner Tobin made a motion to give the General Manager and Attorney the authority to sign an agreement after negotiations. Motion failed due to lack of a second.

The Board authorized Mr. Mulick to submit the draft IFA to FKAA’s attorney. The matter will be brought back at the next meeting.

COMMISSIONERS’ ITEMS (N)

ROUNDTABLE DISCUSSION (O)
Unfinished Business (O-1)

ADJOURNMENT (P)
The Meeting was adjourned at 5:40 PM.

________________________________  _________________________________
David Asdourian, Chairman        Diane Bockelman, Clerk

Seal
RESOLUTION NO. 07-2020

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT ("THE DISTRICT") AMENDING RESOLUTION NO. 05-2020 ESTABLISHING AN INTERIM EMERGENCY PAY POLICY IN RESPONSE TO THE COVID-19 CRISIS, BY EXTENDING THE EXPIRATION OF RESOLUTION NO. 05-2020 TO SEPTEMBER 30, 2020; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District Board of Commissioners ("the Board") adopted Resolution No. 05-2020 establishing an interim emergency pay policy in response to the impacts of the Covid crisis on the health and well-being of its employees; and

WHEREAS, Resolution No. 05-2020 expires, by its own terms, on May 23, 2020; and

WHEREAS, the Covid-19 crisis will continue to impact the District employees' health and financial well-being into the unforeseeable future; and

WHEREAS, the Board finds it is in the best interest of the public, its ratepayers and its employees that the interim emergency pay policy remain in effect until September 30, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT:

1. RESOLUTION NO. 05-2020 adopted by the KEY LARGO WASTEWATER TREATMENT DISTRICT BOARD OF COMMISSIONERS on March 24, 2020 is hereby amended to provide as follows:

   The District General Manager is hereby authorized to do the following:

   A. Permit employees to work flexible hours and from different locations, i.e., home or off-site at suitable locations.

   B. Authorize regular pay for employees that i) work from home, ii) are quarantined, or iii) are unable to work due to illness or the need to provide care and assistance to loved ones or family members.

   C. For those matters that require Board approval, take emergency action without the consent of the Board provided that he obtain the consent of the Chairman, or in his absence, the Vice-Chairman of the District Board of Commissioners.
2. This authorization shall be valid until September 30, 2020. The General Manager may extend this Resolution up to three times in 30-day increments with the consent of the Chairman, or in his absence, the Vice-Chairman of the District Board of Commissioners.

3. To the extent that any of the terms of this Resolution are in conflict with Resolution No. 05-2020, this Resolution shall prevail.

4. This Resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 19TH DAY OF MAY 2020

The foregoing Resolution was offered by Commissioner Majeska, who moved its approval. The motion was seconded by Commissioner Heim, and being put to a vote the result was as follows:

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<tbody>
<tr>
<td>Chairman Asdourian</td>
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<td>Commissioner Heim</td>
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<td>Commissioner Majeska</td>
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<td>Commissioner Rodriguez</td>
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<tr>
<td>Commissioner Tobin</td>
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<td>abstain</td>
</tr>
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The Chairman thereupon declared Resolution 07-2020 duly passed and adopted the 19th day of May 2020.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: David Asdourian, Chairman

ATTEST:

By: Diane Bockelman, District Clerk

Approved to as to form and legal sufficiency:

By: Nicholas W. Mulick, General Counsel

SEAL
RESOLUTION NO. W. 2020

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2006 FINAL ASSESSMENT RESOLUTION (RESOLUTION 28-08-06) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on August 9, 2006, the Key Largo Wastewater Treatment District ("District") adopted the 2006 Final Assessment Resolution (No. 28-08-06); and

WHEREAS, the District assessed those tax parcels described in Exhibit 3.01 of Resolution No. 28-08-06 ("Assessment Roll"); and

WHEREAS, the tax parcel in Section 1 below described as “Parent Parcel” was assessed as part of Resolution No. 28-08-06; and

WHEREAS, the District has been advised by the Monroe County Property Appraiser that the owner of the Parent Parcel has taken the appropriate action to split the parent parcel; and

WHEREAS, that split has created a new tax parcel to which has been assigned a separate Parcel ID No. described as “New Parcel” in Section 1 below; and

WHEREAS, the New Parcel will be added to the Assessment Roll.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT:

Section 1.

PARENT PARCEL

<table>
<thead>
<tr>
<th>PARCEL ID</th>
<th>00456610-000000</th>
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<tbody>
<tr>
<td>AK NO.</td>
<td>1560189</td>
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<tr>
<td>PARCEL DESCRIPTION</td>
<td>Lot 21, Block 6, Largo Gardens, according to the plat thereof, as recorded in Plat Book 4, Page 38 of the Public Records of Monroe County, Florida.</td>
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</table>

NEW PARCEL

<table>
<thead>
<tr>
<th>PARCEL ID</th>
<th>00456610-000100</th>
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</thead>
<tbody>
<tr>
<td>AK NO.</td>
<td>9104490</td>
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<tr>
<td>PARCEL DESCRIPTION</td>
<td>Lot 22, Block 6, Largo Gardens, according to the plat thereof, as recorded in Plat Book 4, Page 38 of the Public Records of Monroe County, Florida.</td>
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</table>

| EDU     | 1.0 |
| BEGINNING BALANCE | $4,970.00 |
Section 2. 2006 FINAL ASSESSMENT RESOLUTION AMENDED. The 2006 Final Assessment Resolution is hereby amended to include the parcel(s) described as New Parcel in Section 1 above.

Section 3. 2006 FINAL ASSESSMENT ROLL AMENDED. The Assessment Roll, as described in Exhibit 3.01 of the 2006 Final Assessment Resolution (No. 28-08-06) is hereby amended to include the parcel(s) described as New Parcel in Section 1 above.

Section 4. 2006 FINAL ASSESSMENT RESOLUTION IN EFFECT. Except as modified, supplemented, and amended herein, the 2006 Final Assessment Resolution (No. 28-08-06), and all previous amendments duly adopted by the District, shall remain in full force and effect.

Section 5. APPLICABILITY AND EFFECTIVE DATE. This resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 19TH DAY OF MAY 2020

The foregoing Resolution was offered by Commissioner Majeska, who moved its approval. The motion was seconded by Commissioner Rodriguez, and being put to a vote the result was as follows:

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<tr>
<td>Commissioner Tobin</td>
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The Chairman thereupon declared this Resolution duly passed and adopted the 19th day of May 2020.

KEY LARGO WASTEWATER TREATMENT DISTRICT

BY: David Asdourian, Chairman

ATTEST:

Diane Bockelman, District Clerk

Nicholas W. Mulick, General Counsel

Approved to as to form and legal sufficiency:

Seal
RESOLUTION NO. 2020

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT AMENDING THE 2006 FINAL ASSESSMENT RESOLUTION (RESOLUTION 28-08-06) RELATING TO THE CONSTRUCTION AND FUNDING OF WASTEWATER COLLECTION, TRANSMISSION, AND TREATMENT FACILITIES WITHIN THE DISTRICT; ESTABLISHING THE TERMS AND CONDITIONS OF PROPOSED SPECIAL ASSESSMENTS TO FUND THE FACILITIES AND THE METHOD OF THEIR COLLECTION; ESTABLISHING PROCEDURES FOR CORRECTION OF ERRORS AND OMISSIONS IN ASSESSMENT ROLLS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on August 9, 2006, the Key Largo Wastewater Treatment District ("District") adopted the 2006 Final Assessment Resolution (No. 28-08-06); and

WHEREAS, the District assessed those tax parcels described in Exhibit 3.01 of Resolution No. 28-08-06 ("Assessment Roll"); and

WHEREAS, the tax parcels in Section 1 below described as "Parent Parcel" were assessed as part of Resolution No. 28-08-06; and

WHEREAS, the District has been advised by the Monroe County Property Appraiser that the owner of the Parent Parcel has taken the appropriate action to split the Parent Parcel; and

WHEREAS, that split has created five new tax parcels to which each has been assigned a separate Parcel ID No. described as "New Parcel" in Section 1 below; and

WHEREAS, the New Parcels will be added to the Assessment Roll.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT:

Section 1.

PARENT PARCEL

| PARCEL ID:       | 00513300-000000 |
| AK NO.           | 1632601         |
| PARCEL DESCRIPTION: | Lots 12, 13, 14, and 15, block 1, Paradise Point, according to the plat thereof as recorded in Plat Book 3, Page 16, Public Records of Monroe County, Florida. |

NEW PARCEL

| PARCEL ID:       | 00513300-001100 |
| AK NO.           | 9104460         |
| PARCEL DESCRIPTION: | Lot 11, block 1, Paradise Point, according to the plat thereof as recorded in Plat Book 3, Page 16, Public Records of Monroe County, Florida. |
| EDU             | 1.0             |
| BEGINNING BALANCE | $4,970.00       |
NEW PARCEL
PARCEL ID: 00513300-001300
AK NO. 9104461
PARCEL DESCRIPTION: Lot 13, block 2, Paradise Point, according to the plat thereof as recorded in Plat Book 3, Page 16, Public Records of Monroe County, Florida.
EDU 1.0
BEGINNING BALANCE $4,970.00

NEW PARCEL
PARCEL ID: 00513300-001400
AK NO. 9104462
PARCEL DESCRIPTION: Lot 14, block 2, Paradise Point, according to the plat thereof as recorded in Plat Book 3, Page 16, Public Records of Monroe County, Florida.
EDU 1.0
BEGINNING BALANCE $4,970.00

NEW PARCEL
PARCEL ID: 00513300-001500
AK NO. 9104463
PARCEL DESCRIPTION: Lot 15, block 2, Paradise Point, according to the plat thereof as recorded in Plat Book 3, Page 16, Public Records of Monroe County, Florida.
EDU 1.0
BEGINNING BALANCE $4,970.00

NEW PARCEL
PARCEL ID: 00513300-001600
AK NO. 9104464
PARCEL DESCRIPTION: Lot 16, block 3, Paradise Point, according to the plat thereof as recorded in Plat Book 3, Page 16, Public Records of Monroe County, Florida.
EDU 1.0
BEGINNING BALANCE $4,970.00

Section 2.
2006 FINAL ASSESSMENT RESOLUTION AMENDED. The 2006 Final Assessment Resolution is hereby amended to include the parcel(s) described as New Parcel in Section 1 above.

Section 3.
2006 FINAL ASSESSMENT ROLL AMENDED. The Assessment Roll, as described in Exhibit 3.01 of the 2006 Final Assessment Resolution (No. 28-08-06) is hereby amended to include the parcel(s) described as New Parcel in Section 1 above.

Section 4.
2006 FINAL ASSESSMENT RESOLUTION IN EFFECT. Except as modified, supplemented, and amended herein, the 2006 Final Assessment Resolution (No. 28-08-06), and all previous amendments duly adopted by the District, shall remain in full force and effect.
Section 5. APPLICABILITY AND EFFECTIVE DATE. This resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 19TH DAY OF MAY 2020

The foregoing Resolution was offered by Commissioner [Heim], who moved its approval. The motion was seconded by Commissioner [Rodriguez], and being put to a vote the result was as follows:

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<td>Commissioner Tobin</td>
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The Chairman thereupon declared this Resolution duly passed and adopted the 19th day of May 2020.

KEY LARGO WASTEWATER TREATMENT DISTRICT

[Signature]  
David Asdourian, Chairman

Approved to as to form and legal sufficiency:

[Signature]  
Nicholas W. Mulick, General Counsel

ATTEST:

[Signature]  
Diane Bockelman, District Clerk

SEAL
MONROE COUNTY EMERGENCY MANAGEMENT
EMERGENCY DIRECTIVE 02-08, second amendment

May 16, 2020

SUBJECT: MONROE COUNTY IMPLEMENTATION OF EXECUTIVE ORDER 20-112, (PHASE 1: SAFE, SMART, STEP-BY-STEP PLAN FOR RECOVERY) and EXECUTIVE ORDER 20-120 (EXPANDING PHASE 1).

WHEREAS, on March 1, 2020, the Governor of Florida issued Executive Order Number 20-51, directing the State Health Officer and Surgeon General to declare a Public Health Emergency due to the discovery of COVID-19/novel Coronavirus in Florida; and

WHEREAS, on March 9, 2020, the Governor of Florida issued Executive Order Number 20-52, declaring a State of Emergency for the state of Florida related to COVID-19/novel Coronavirus; and

WHEREAS, on March 11, 2020, the World Health Organization declared the spread of COVID-19 to be a global pandemic; and, on March 13, 2020, President Trump declared a national emergency concerning COVID-19; and

WHEREAS, Section 252.38(3)(a), Florida Statutes, gives political subdivisions the authority to declare and enact a State of Local Emergency for a period of up to seven days, thereby waiving the procedures and formalities otherwise required of the political subdivision by law; and

WHEREAS, on March 15, 2020, the County Mayor declared a State of Emergency in order for the County to take actions to protect the health, safety, and welfare of the community due to the novel coronavirus, COVID-19 pandemic; and

WHEREAS, that declaration and Section 11-3 of the Monroe County Code vest the Emergency Management Director with the authority to issue emergency directives; and

WHEREAS, on March 16, 2020, President Trump and the Center for Disease Control and Prevention (CDC) issued the “15 Days to Slow the Spread" guidance advising individuals to adopt far-reaching social distancing measures, such as maintaining a 6 foot separation between residents to slow the spread of infection and that events with more than ten attendees either be cancelled or held virtually; and
WHEREAS, on March 29, 2020, the President extended such guidance to be in effect until April 30, 2020; and

WHEREAS, on March 31, 2020, the President updated the guidance, renaming it “30 Days to Slow the Spread,” and along with the Coronavirus Task Force urged Americans to continue to adhere to the guidelines and expand community mitigation efforts; and

WHEREAS, on March 17, 2020, the Governor of Florida issued Executive Order 20-68, prohibiting the sale of alcoholic beverages at certain establishments and placing certain limitations on gathering for bars, restaurants, and beaches; and

WHEREAS, on March 20, 2020, the Emergency Management Director issued Emergency Directive 20-20 that closed the Florida Keys to all tourists and leisure visitors; and

WHEREAS, on March 23, 2020, the Governor of Florida issued Executive Order 20-80, requiring all individuals that fly into Florida from states with substantial community spread to self-isolate in Florida for 14 days or the duration of their trip, whichever is shorter; and

WHEREAS, on March 24, 2020, the Governor of Florida issued Executive Order 20-83, directing the Surgeon General and State Health Officer to issue a public health advisory to all persons over 65 years of age and to person with certain underlying conditions that place them at high risk of serious illness from COVID-19 to urge them to stay home and take measures to limit their exposure to COVID-19; and

WHEREAS, Executive Order 20-83 further directs the Surgeon General and State Health Office to issue a public health advisory against all social or recreational gatherings of 10 or more people; and

WHEREAS, on March 27, 2020, the Governor of Florida issued Executive Order 20-86, requiring all individuals that enter into Florida from states with substantial community spread to self-isolate in Florida for 14 days or the duration of their trip, whichever is shorter; and

WHEREAS, on March 27, 2020, the Governor of Florida issued Executive Order 20-87, suspending vacation rental operations in the state; and

WHEREAS, on March 30, 2020, the Governor of Florida issued Executive Order 20-89 directing Monroe, Miami-Dade, Broward, and Palm Beach Counties to restrict public access to nonessential businesses and facilities; and

WHEREAS, on April 1, 2020, the Governor of Florida issued Executive Order 20-91 requiring senior citizens and individuals with a significant underlying medical condition to stay at home and take all measures to limit the risk of exposure to COVID-19, and requiring all person in Florida to limit their movements and personal interactions outside their home to only those necessary to obtain or provide essential services or conduct essential activities; and

WHEREAS, Executive Order 20-91 also requires local jurisdictions to ensure that groups of people greater than ten are not permitted to congregate in any public space; and

WHEREAS, conditions presented by the threat of COVID-19 continue to pose a threat to the
public health that requires dynamic emergency response, including the maintenance of existing orders, as well as the imposition of additional directives and orders as conditions require; and

WHEREAS, the CDC recently issued a Recommendation Regarding the Use of Cloth Face Coverings, Especially in Areas of Significant Community-Based Transmission. The recommendation states in part: “We now know from recent studies that a significant portion of individuals with Coronavirus lack symptoms (“asymptomatic”) and that even those who eventually develop symptoms (“pre-symptomatic”) can transmit the virus to others before showing symptoms. This means that the virus can spread between people interacting in close proximity—for example, speaking, coughing, or sneezing—even if those people are not exhibiting symptoms. In light of this new evidence, CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies) especially in areas of significant community-based transmission.”; and

WHEREAS, an increasing number of counties and municipalities throughout Florida and the United States have adopted versions of facial covering requirements, including the City of Key West (State of Local Emergency Directive 2020-05), Miami-Dade County (Emergency Order 19-20), and Alachua County (Emergency Order 20-13); and

WHEREAS, on April 29, 2020, Governor DeSantis issued Executive Order 20-112 which charted out Florida’s path to reopening; and

WHEREAS, Executive Order 20-112 includes mandates and recommendations that differ from Emergency Directive 20-05; and

WHEREAS, the Emergency Management Director rescinded Emergency Directive 20-05 and replaced it with Emergency Directive 20-08 in order to implement Executive Order 20-112; and

WHEREAS, on May 9, 2020, Governor DeSantis issued Executive Order 20-120, which authorized barbershops, cosmetology, special salons that adopt appropriate social distancing and precautionary measures as outlined by the Department of Business and Professional Regulation (DPBR), to open under limited circumstances; and

WHEREAS, on May 15, 2020, Governor DeSantis issued Executive Order 20-123, entitled (Full Phase 1: Safe. Smart. Step-by-Step. Plan for Florida’s Recovery), which relaxed some of the requirements set forth in Executive Orders 20-112 and 20-120 as well as other prior orders; and

WHEREAS, it is necessary to amend Emergency Directive 20-0 in order to conform that directive with Executive Order 20-123.

NOW THEREFORE IT IS ORDERED THAT:

1. Monroe County Emergency Directive 20-08 is further amended as set forth herein.

2. All businesses not closed by Executive Order 20-112 shall deploy strategies to reduce COVID-19 exposure for their customers and employees including, at a minimum, the following measures effective at 12:01 a.m. on May 18, 2020:

   a. Occupancy limits:
a. For non-essential retail businesses that were closed pursuant to Executive Order 20-91, the business may open but must limit indoor capacity and monitor entrances and exits to reduce their maximum occupancy to no more than 50% of their building occupancy. Businesses that have multiple entrances and exits shall establish a protocol of entrance only and exit only points.

b. For essential businesses that were permitted to remain open under Executive Order 20-91, the business may continue to operate as before including limiting indoor capacity and monitor entrances and exits to reduce their maximum occupancy to no more than 50% of their building occupancy. Businesses that have multiple entrances and exits shall establish a protocol of entrance only and exit only points.

b. Provide alcohol-based hand sanitizers for use by customers and employees, subject to availability of supplies.

c. Provide disinfecting wipes at points of entrance, cash registers, and/or other appropriate locations, subject to availability of supplies, for customers to disinfect carts, shopping baskets, or point of sale terminals. In the alternative, businesses shall designate staff responsible for disinfecting carts, shopping baskets, point of sale terminals, and other areas as frequently as possible.

d. Implement procedures to ensure that both employees and customers remain at least six feet apart whenever possible. Such procedures shall include, but are not limited to, marking floors at appropriate intervals to guide lines inside and outside of the business, or providing other visible systems to allow a person to maintain proper social distancing.

e. All salad bars and other self-serve food stations must close.

f. There shall be no distribution of free samples or conducting tastings.

g. Implement procedures for custodial/janitorial staff to sanitize frequent touchpoints throughout the day, including point of sale terminals at registers, conveyor belts, door handles, door plates, shelves, tables and chairs, and other appropriate locations.

h. Comply with the additional requirements and guidelines with respect to the use of personal protective equipment, as set forth below in Section 8.

i. Must abide by safety guidelines issued by the CDC and OSHA.

j. Employees and patrons must wear masks at all times.

3. Additional rules specific to restaurants and food establishments licensed under Chapter 500 or 509, Florida Statutes.

a. Indoor seating is limited to no more than 50% of their seating capacity, excluding employees. The requirement for a minimum of 6 feet between parties is superseded to the extent appropriate partitioning is in place.

b. Outdoor seating at restaurants and food establishments shall comply with appropriate social distancing and maintain a minimum 6 feet between parties, only seating parties of 10 or fewer people and keeping bar counters closed to seating.

c. All salad bars and other self-serve food stations must be closed.

d. Restaurants must implement procedures for staff to thoroughly sanitize tables, chairs, and table items (salt and pepper shakers, sugar dispensers, etc.) during each turnover after a customer.

e. Restaurant employees must take reasonable measures to disinfect each menu after each use. Alternatively, the restaurant may use menus that must be disposed of after each customer.

f. Bar counters are to remain closed to seating of the restaurant. Employees must wear masks at all times but patrons may remove masks while eating and drinking.
4. Bars and nightclubs must remain closed. However, the retail sales component of such a business may open under the restrictions set forth in paragraph 1.

5. Businesses performing personal care services such as barbershops, salons, nail salons, and massage studios may open with 25% capacity under the following conditions:
   a. Mandatory rules
      i. All customers will be by appointment only.
      ii. There shall be a minimum of 15 minutes between the conclusion of an appointment and the beginning of the next appointment for proper disinfecting practices.
      iii. No group appointments are permitted.
      iv. Masks must be worn by all employees while performing personal services.
      v. Customers must wear masks except to the extent a mask unreasonably interferes with the provision of professional services.
   b. Suggested guidelines.
      i. Thoroughly clean and disinfect prior to reopening. Make sure to disinfect all surfaces, tools, and linens, even if they were cleaned before the business originally closed. This type of cleaning should continue between each day of operation.
      ii. Remote all unnecessary, frequently touched items like magazines, newspapers, service menus, and any other unnecessary paper products and décor from customer service areas.

6. Gyms, yoga, dance, and fitness centers may open and operate at up to fifty percent (50%) of their building capacity so long as the business:
   a. Adopts safety measures including appropriate social distancing for classes;
   b. Provides sufficient cleaning supplies to ensure, at a minimum, to allow patrons to individually self-clean surfaces and machines using sanitation wipes following each use; and
   c. Follows best practices guidelines published on the DBPR website.

7. Museums may open and operate at up to fifty percent (50%) of their building occupancy. Municipalities are free to set more restrictive or lenient rules with respect to museums located within their boundaries.

8. Covering of Nose and Mouth. Except as provided herein, effective at 12:01 a.m. on May 4, 2020:
   a. Except as provided for in paragraph 3g, all employees and customers of businesses shall be required to wear a form of covering over their nose and mouth at all times while inside such business. All individuals providing delivery services shall wear a form of covering over their nose and mouth while making deliveries.
   b. A covering over the nose and mouth may include a face mask, homemade mask, or other cloth covering, such as a scarf, bandana, handkerchief, or other similar cloth covering.
   c. In addition to the requirements applicable to the business identified in subparagraph a above, all businesses are strongly encouraged to wear a form of covering over the nose and mouth as described above.
d. All businesses are strongly encouraged to implement other appropriate policies that follow the CDC's Interim Guidance for Business and Employers to Plan and Respond to Coronavirus Disease 2019 and other available industry-specific guidance to protect employees and prevent workplace infections.

e. The requirements of this Section shall not apply to any outdoor activity permitted under any applicable government order, except as provided herein with respect to persons providing delivery services.

f. Nothing herein shall operate to restrict any employee or customer from accessing any retail or commercial establishment to address any emergency or other exigent circumstance.

g. Medical and surgical face masks, such as "N95" masks, are in short supply and should be reserved for health care personnel and other first responders with the greatest need for such personal protective equipment. Persons are encouraged to review and comply with the CDC and Florida Department of Health guidelines on personal protective equipment, including with respect to the use of face masks.

9. Any person who has been diagnosed, or is reasonably believed to have been infected, with COVID-19 shall separate themselves from all individuals who are not infected to prevent the possible spread of the disease. Such individuals shall continue to isolate themselves until a health care professional and the state or local Department of Health notifies the individual that he or she are no longer subject to isolation.

10. **Vulnerable Populations.** Individuals older than 65 years of age and individuals with a serious underlying medical condition (such as chronic lung disease, moderate-to-severe asthma, serious heart conditions, immune-compromised status, cancer, diabetes, severe obesity, renal failure, liver disease) should continue to stay at home. When leaving home, these individuals should follow social distancing and other general mitigation guidance. Those living with vulnerable individuals should be aware of the exposure risk that they could carry the virus back home after returning to work or other environments where distancing is not practiced. Vulnerable populations should affirmatively inform their employer that they are a member of a vulnerable population so that their employer can plan accordingly.

11. This Directive does not affect or limit the operations of Monroe County, any public utility, the Monroe County School District, or any County, State, or Federal office or facility, except that such entities shall abide by the restriction of any County, municipal, State or Federal emergency order, as applicable.

12. The provisions of this Directive shall serve as minimum standards.

13. Severability. Any provision(s) within this Emergency Directive that conflict(s) with any State or Federal law or constitution provision, or conflict(s) with or are superseded by a current or subsequently-issued Executive Order of the Governor or the President of the United States, shall be deemed inapplicable and deemed to be severed from this Emergency Directive, with the remainder of the Emergency Directive remaining intact and in full force and effect. To the extent application of some or all of the provisions of the Emergency Directive is prohibited on the sovereign land of a federally or state recognized sovereign Indian tribe, such application is expressly excluded from this Emergency Directive.

14. Effective Date; Duration. This Directive shall be effective May 4, 2020 at 12:01 a.m.. This Directive shall expire upon the expiration of the existing State of Local Emergency, and shall
otherwise continue as same may be extended by subsequent order or declaration, unless earlier terminated by subsequent Emergency Order.

15. This Emergency Directive is in addition to the Executive Orders issued by Governor DeSantis and other state or federal agencies.

16. This directive shall apply countywide except in a municipality that has adopted a stricter measure.

17. Enforcement. Violations of this order may be investigated by the code compliance department for the local government with jurisdiction over the location of the property. Enforcement action may be taken by any state or local law enforcement officer.

18. Violations of this order may be prosecuted by pursuant to F.S. 252.50 with up to 60 days in jail and a maximum of $500 fine per occurrence.

19. Prior emergency orders remain in force and effect unless modified or superseded.

Dated this day of May, 2020 at __ pm

Signed: [Signature]
Shannon Weiner, Emergency Management Director

Approved as to form and legal sufficiency by:

Robert B. Shillinger, Jr.
Robert B. Shillinger
Monroe County Attorney
RESOLUTION NO. 07-2020

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT (“THE DISTRICT”) AMENDING RESOLUTION NO. 05-2020 ESTABLISHING AN INTERIM EMERGENCY PAY POLICY IN RESPONSE TO THE COVID-19 CRISIS, BY EXTENDING THE EXPIRATION OF RESOLUTION NO. 05-2020 TO SEPTEMBER 30, 2020; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District Board of Commissioners (“the Board”) adopted Resolution No. 05-2020 establishing an interim emergency pay policy in response to the impacts of the Covid crisis on the health and well-being of its employees; and

WHEREAS, Resolution No. 05-2020 expires, by its own terms, on May 23, 2020; and

WHEREAS, the Covid-19 crisis will continue to impact the District employees’ health and financial well-being into the unforeseeable future; and

WHEREAS, the Board finds it is in the best interest of the public, its ratepayers and its employees that the interim emergency pay policy remain in effect until September 30, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT:

1. RESOLUTION NO. 05-2020 adopted by the KEY LARGO WASTEWATER TREATMENT DISTRICT BOARD OF COMMISSIONERS on March 24, 2020 is hereby amended to provide as follows:

   The District General Manager is hereby authorized to do the following:

   A. Permit employees to work flexible hours and from different locations, i.e., home or off-site at suitable locations.

   B. Authorize regular pay for employees that i) work from home, ii) are quarantined, or iii) are unable to work due to illness or the need to provide care and assistance to loved ones or family members.

   C. For those matters that require Board approval, take emergency action without the consent of the Board provided that he obtain the consent of the Chairman, or in his absence, the Vice-Chairman of the District Board of Commissioners.
2. This authorization shall be valid until September 30, 2020. The General Manager may extend this Resolution up to three times in 30-day increments with the consent of the Chairman, or in his absence, the Vice-Chairman of the District Board of Commissioners.

3. To the extent that any of the terms of this Resolution are in conflict with Resolution No. 05-2020, this Resolution shall prevail.

4. This Resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 19TH DAY OF MAY 2020

The foregoing Resolution was offered by Commissioner ________________, who moved its approval. The motion was seconded by Commissioner ________________, and being put to a vote the result was as follows:

<table>
<thead>
<tr>
<th></th>
<th>AYE</th>
<th>NAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman Asdourian</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Heim</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Majeska</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Rodriguez</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Tobin</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Chairman thereupon declared Resolution 07-2020 duly passed and adopted the 19th day of May 2020.

KEY LARGO WASTEWATER TREATMENT DISTRICT

By: ________________________
    David Asdourian, Chairman

Approved to as to form
and legal sufficiency:

ATTEST:

By: ________________________   By: ________________________
    Diane Bockelman, District Clerk    Nicholas W. Mulick, General Counsel

SEAL
INTERLOCAL AGREEMENT BETWEEN
FLORIDA KEYS AQUEDUCT AUTHORITY AND
KEY LARGO WASTEWATER TREATMENT DISTRICT

THIS INTERLOCAL AGREEMENT (“Agreement”) is entered into this __________
day of May 2020, pursuant to Florida Statutes, Sec. 163.01, by and between the Florida Keys
Aqueduct Authority (“the Authority”), a political subdivision of the State of Florida, and the Key
Largo Wastewater Treatment District (“the District”), an independent special district.

WHEREAS, the Authority was created in 1976 by the Legislature of the State of
Florida. Pursuant to Chapter 76-441, Laws of Florida, said law having been amended from time
to time, for purposes of obtaining, supplying and distributing an adequate supply of water to the
Florida Keys and to purchase, construct, acquire, operate, manage and control wastewater
systems; and

WHEREAS, the District was formed in 2002 by the Legislature of the State of Florida
pursuant to the Key Largo Wastewater Treatment District Act, House Bill 471, Chapter 2002-
337, Laws of Florida, for the purpose of performing such acts as shall be necessary for the sound
planning, acquisition, development, operation and maintenance of a wastewater management
system within the District’s jurisdiction, including all business facilities necessary and incidental
thereto; and

WHEREAS, the area that is the subject of this Agreement, graphically depicted on the
attached ________________ Schedule “A” (hereinafter referred to as “Cross Key”), is located
approximately nine (9) miles from District facilities and includes two hundred and forty-two (242) Equivalent Dwelling Units of various classifications; and

WHEREAS, Cross Key is located within the District’s jurisdiction, but has never been, and is not now, part of the District’s service area; and

WHEREAS, the District has thoroughly investigated the wastewater treatment requirements of Cross Key and possible alternatives for providing wastewater services to that area; and

WHEREAS, the District has determined that because of the very high cost of constructing and/or extending wastewater facilities to such a remote location, and the small number of parcels that would be served, it is not economically feasible, prudent, or practicable for the District to construct and extend provide wastewater facilities services to Cross Key at this time; and

WHEREAS, pursuant to Florida Statutes Section 403.086 (10)(b), domestic wastewater facilities located outside local government and special district service areas are required to meet the very stringent treatment and disposal requirements of that statute; and

WHEREAS, such domestic wastewater facilities are very costly; and

WHEREAS, the residents of Cross Key (both owners and renters who will pay through rent increases) include low-income earners, elderly, and disabled persons on fixed incomes, and other financially challenged individuals; and

WHEREAS, the District has determined that many of these said residents will have difficulty, based on household income, paying for these costly mandated domestic wastewater facilities: and
WHEREAS, both the District and the Authority believe that they have a duty to provide as many of the residents of Monroe County as practicable, including the residents of Cross Key, with wastewater services that those residents can afford; and

WHEREAS, towards that end, the Authority has procured and has agreed to utilize a federal EPA grant to build a decentralized wastewater treatment facility and collection system on Cross Key; and

WHEREAS, the Authority owns land on Cross Key which has been permitted by Monroe County for a wastewater plant; and

WHEREAS, the Authority and the District desire to allow the Authority to enter into an interlocal agreement, pursuant to which the Authority will build and operate within their geographic jurisdiction a decentralized wastewater treatment facility and collection system on Cross Key and the Authority desires to include these facilities in its wastewater system; and

WHEREAS, the parties have the legal authority to enter into this agreement and to implement its provisions.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and subject to the terms and conditions hereinafter set forth, the Authority and the District agree as follows:

1. The foregoing recitals are incorporated herein by reference.

2. The Authority will construct and operate a wastewater system on Cross Key (“the Cross Key Wastewater System”) using its EPA Grant, together with charging unit owners system development fees, and other fees and charges imposed by the Authority. The District hereby conveys and relinquishes to the Authority all rights, revenues and liabilities in any form or manner relating to the Cross Key Wastewater System. The Authority assumes and accepts all rights and liabilities of the Cross Key
Wastewater System and shall construct and operate its system as one of its own. Both
the District and the Authority will execute all necessary documents and take any
appropriate action to accomplish the permanent transfer stated herein.

3. The Authority acknowledges and agrees that the construction, operation, maintenance
and repair of the Cross Key Wastewater System is the sole responsibility of the
Authority. The Authority shall indemnify and hold harmless the District from and
against any and all liability, damages, judgments or claims of any nature by anyone
whatsoever, including attorney’s fees, incurred by the District, arising out of or
relating to the Authority’s construction, operation, maintenance and repair of the
Cross Key Wastewater System.

IN WITNESS WHEREOF, the parties have caused this Interlocal Agreement to be
executed on their behalf by the Executive Director of the Florida Keys Aqueduct Authority and
the General Manager of Key Largo Wastewater Treatment District.

FKAA BOARD APPROVED: May _____, 2020

FLORIDA KEYS
AQUEDUCT AUTHORITY

ATTEST:

By: ______________________________

Thomas Walker, Executive Director

______________________________
Clerk: Pamela Albury

KLWTD BOARD APPROVED: May _____, 2020

KEY LARGO WASTEWATER
TREATMENT DISTRICT

ATTEST:

By: ________________________________
    Peter Rosasco, General Manager

Clerk: Diane Bockelman
Schedule “A”

GRAPHIC DEPICTION OF SERVICE AREA
Table 1.1 – Wastewater Flow Summary

***Cross Key Historical Flow - Max 3 Month Rolling Avg (2016-2017)***

<table>
<thead>
<tr>
<th>Name</th>
<th>Use</th>
<th>Quantity</th>
<th>Rate</th>
<th>AADF</th>
<th>EDU</th>
<th>Max Day Peak</th>
<th>MDF</th>
<th>Peak Hour</th>
<th>PHF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manatee Bay</td>
<td>Boat Homes</td>
<td>94</td>
<td>62 gpd</td>
<td>5,850 gpd</td>
<td>35</td>
<td>1.5</td>
<td>8,775 gpd</td>
<td>3</td>
<td>12 gpm</td>
</tr>
<tr>
<td>Seahunter Marina</td>
<td>Temp Boat Slips</td>
<td>30</td>
<td>18 gpd</td>
<td>532 gpd</td>
<td>3</td>
<td>1.5</td>
<td>798 gpd</td>
<td>3</td>
<td>1 gpm</td>
</tr>
<tr>
<td>Ocean Blue Marina</td>
<td>Temp Boat Slips</td>
<td>20</td>
<td>29 gpd</td>
<td>570 gpd</td>
<td>3</td>
<td>1.5</td>
<td>855 gpd</td>
<td>3</td>
<td>1 gpm</td>
</tr>
<tr>
<td>Pelican Cay RV Park</td>
<td>Mobile Homes</td>
<td>20</td>
<td>155 gpd</td>
<td>3,094 gpd</td>
<td>19</td>
<td>1.5</td>
<td>4,642 gpd</td>
<td>3</td>
<td>6 gpm</td>
</tr>
<tr>
<td>Marina 3</td>
<td>Temp Boat Slips</td>
<td>23</td>
<td>98 gpd</td>
<td>2,249 gpd</td>
<td>13</td>
<td>1.5</td>
<td>3,374 gpd</td>
<td>3</td>
<td>5 gpm</td>
</tr>
<tr>
<td>Manatee Cove RV Park</td>
<td>Mobile Home</td>
<td>39</td>
<td>98 gpd</td>
<td>3,840 gpd</td>
<td>23</td>
<td>1.5</td>
<td>5,760 gpd</td>
<td>3</td>
<td>8 gpm</td>
</tr>
<tr>
<td>Residential Lots</td>
<td>SFH/Mobile Home</td>
<td>16</td>
<td>536 gpd</td>
<td>8,574 gpd</td>
<td>51</td>
<td>1.5</td>
<td>12,861 gpd</td>
<td>3</td>
<td>18 gpm</td>
</tr>
<tr>
<td>Cross Key Total</td>
<td></td>
<td></td>
<td></td>
<td>24,710 gpd</td>
<td>148</td>
<td>1.5</td>
<td>37,065 gpd</td>
<td>3</td>
<td>51 gpm</td>
</tr>
</tbody>
</table>

***Cross Key Design WWTP Flow***

<table>
<thead>
<tr>
<th>Name</th>
<th>Use</th>
<th>Quantity</th>
<th>Rate</th>
<th>AADF</th>
<th>EDU</th>
<th>Max Day Peak</th>
<th>MDF</th>
<th>Peak Hour</th>
<th>PHF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manatee Bay</td>
<td>Boat Homes</td>
<td>94</td>
<td>100 gpd</td>
<td>9,400 gpd</td>
<td>56</td>
<td>1.5</td>
<td>14,100 gpd</td>
<td>3</td>
<td>20 gpm</td>
</tr>
<tr>
<td>Seahunter Marina</td>
<td>Temp Boat Slips</td>
<td>30</td>
<td>30 gpd</td>
<td>900 gpd</td>
<td>5</td>
<td>1.5</td>
<td>1,350 gpd</td>
<td>3</td>
<td>2 gpm</td>
</tr>
<tr>
<td>Ocean Blue Marina</td>
<td>Temp Boat Slips</td>
<td>20</td>
<td>30 gpd</td>
<td>600 gpd</td>
<td>4</td>
<td>1.5</td>
<td>900 gpd</td>
<td>3</td>
<td>1 gpm</td>
</tr>
<tr>
<td>Pelican Cay RV Park</td>
<td>Mobile Homes</td>
<td>20</td>
<td>167 gpd</td>
<td>3,340 gpd</td>
<td>20</td>
<td>1.5</td>
<td>5,010 gpd</td>
<td>3</td>
<td>7 gpm</td>
</tr>
<tr>
<td>Marina 3</td>
<td>Temp Boat Slips</td>
<td>23</td>
<td>30 gpd</td>
<td>690 gpd</td>
<td>4</td>
<td>1.5</td>
<td>1,035 gpd</td>
<td>3</td>
<td>1 gpm</td>
</tr>
<tr>
<td>Manatee Cove RV Park</td>
<td>Mobile Home</td>
<td>39</td>
<td>167 gpd</td>
<td>6,513 gpd</td>
<td>39</td>
<td>1.5</td>
<td>9,770 gpd</td>
<td>3</td>
<td>14 gpm</td>
</tr>
<tr>
<td>Residential Lots</td>
<td>SFH</td>
<td>18</td>
<td>167 gpd</td>
<td>3,006 gpd</td>
<td>18</td>
<td>1.5</td>
<td>4,509 gpd</td>
<td>3</td>
<td>6 gpm</td>
</tr>
<tr>
<td>Single Lot Mobile Homes</td>
<td>Mobile Homes</td>
<td>3</td>
<td>167 gpd</td>
<td>501 gpd</td>
<td>3</td>
<td>1.5</td>
<td>752 gpd</td>
<td>3</td>
<td>1 gpm</td>
</tr>
<tr>
<td>Cross Key Total</td>
<td></td>
<td></td>
<td></td>
<td>24,950 gpd</td>
<td>149</td>
<td>1.5</td>
<td>37,425 gpd</td>
<td>3</td>
<td>52 gpm</td>
</tr>
</tbody>
</table>
Meeting Date: June 2, 2020

Agenda Item Type: Information / Presentation
Agenda Item Scope: Review / Discussion
Recommended Action: Discussion

Department: General Manager
Sponsor: Peter Rosasco

Subject: April 2020 Monthly Report

Summary of Discussion:
Department heads will present their section of the Monthly Report.

Reviewed / Approved
Operations: ________
Customer Service: ________
Finance: ________
District Counsel: ________
District Clerk: ________
Engineering: ________

Financial Impact
Operations: $
Finance: Funding Source:
District Counsel:
District Clerk: Budgeted:
Engineering: N/A

Attachments
Monthly Report

Approved By: [Signature]
Date: 5/28/2020
April 2020 Monthly Report

Key Largo Wastewater Treatment District
103355 Overseas Highway
Tel: (305)451-4019
Wastewater Plant Operations

The wastewater treatment plant processed an average of 1.51 million gallons of influent per day (MGD). The Treatment Plant is and remains in compliance per FDEP guidelines.

The Plant Operations team is focusing on smaller task during the COVID-19 pandemic. Below are pictures of some of the maintenance tasks that were completed.

- Installation of new durable parking stops
- Repainted parking lines
Trimming trees and hedges

Growing new grass from seed on the retention berm
**Effluent Quality Reports** (mg/L)

Determines the quality of discharge from the wastewater treatment plant.

<table>
<thead>
<tr>
<th>Effluent Quality Report</th>
<th>AWT Limit Annual Average</th>
<th>April 2020 Plant Performance</th>
<th>Average 2020 Plant Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBOD5 (Carbonaceous Biochemical Oxygen Demand)</td>
<td>5</td>
<td>1.00</td>
<td>1.1</td>
</tr>
<tr>
<td>TSS (Total Suspended Solids)</td>
<td>5</td>
<td>0.45</td>
<td>0.62</td>
</tr>
<tr>
<td>TN (Total Nitrogen)</td>
<td>3</td>
<td>1.38</td>
<td>1.38</td>
</tr>
<tr>
<td>TP (Total Phosphorous)</td>
<td>1</td>
<td>0.56</td>
<td>0.41</td>
</tr>
</tbody>
</table>

**12 Month Average Quality Reports**

- **CBOD5 (Carbonaceous Biochemical Oxygen Demand)**
- **TSS (Total Suspended Solids)**
- **TN (Total Nitrogen)**
- **TP (Total Phosphorous)**
Current Flow (MGD)
The total flow of influent through the wastewater treatment plant each day.

Daily Peak Salinity (PPT)
The daily peak salinity for the current month.

Islamorada

<table>
<thead>
<tr>
<th>Average Daily Flow</th>
<th>Monthly Peak Salinity</th>
<th>Days over 4.0 PPT Salinity</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.543 Million Gallons per Day</td>
<td>1.2 Parts per Thousand</td>
<td>0</td>
</tr>
</tbody>
</table>
Wastewater Field Operations

There was a total of 33 service calls for the current month. Of these, 29 were system generated, mostly by low vacuum detection at a vacuum station. These system generated service calls were corrected quickly by the field staff. The remaining 4 service calls are as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Address</th>
<th>Incident</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1</td>
<td>14 Oakwood Ave</td>
<td>Customer reported that her kitchen sink was backing up.</td>
<td>Pit and cleanouts were inspected on arrival. Pit was manually discharged and working properly. Not a KLWTD issue.</td>
</tr>
<tr>
<td>April 5</td>
<td>287 St Thomas Ave</td>
<td>Customer reported problems with their toilet and asked that KLWTD’s system be checked.</td>
<td>Pit was manually discharged and was found to be in working conditions. Not a KLWTD issue.</td>
</tr>
<tr>
<td>April 6</td>
<td>104160 Overseas Hwy</td>
<td>Homeowner reported that she was experiencing a backup.</td>
<td>It was determined that the backup was on the customer side and not a KLWTD issue.</td>
</tr>
<tr>
<td>April 8</td>
<td>43 Tarpon Ave</td>
<td>Customer reported water in a trench that they were digging by the right of way, and asked if it was from KLWTD’s system.</td>
<td>The water was from the tide running underground, not from a broken service line. Not a KLWTD issue.</td>
</tr>
</tbody>
</table>

Non-System Generated Calls

![Non-System Generated Calls Chart](chart.png)
Maintenance

Vac-Tron Vacuum Trailer Rebuild

1. Stripped trailer to be repaired and coated.

2. Interior of rusted vacuum tank.

3. Exterior of vacuum tank
4. Damaged vacuum tank lid

5-6. The damaged end of the vac tank was cut off.
7-9. A new reinforced end cap was fabricated and welded onto the vac tank
10. The interior of the tank was treated and coated with a rust preventative coating.

11-12. Damaged material was cut out of the vac tank sealing door and reinforcement material was added.
13. The entire trailer was painted and reassembled.

14. All trailer lights and any damaged wiring was replaced.
## Construction

### Current Construction Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Contract Amount (Including Direct Purchases)</th>
<th>Engineering and Other Cost</th>
<th>Total Project Cost</th>
<th>Total Cost to Date</th>
<th>Balance to Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steel Storage Building (Reynolds)</td>
<td>$257,333.51</td>
<td>$76,220.25</td>
<td>$333,553.76</td>
<td>$313,824.99</td>
<td>$19,728.77</td>
</tr>
<tr>
<td>Shallow Gravity Well (Toppino &amp; Sons)</td>
<td>$59,500.00</td>
<td>$12,248.75</td>
<td>$71,748.75</td>
<td>$71,748.75</td>
<td>$0.00</td>
</tr>
<tr>
<td>Fire Safety (MJ Wood)</td>
<td>$798,109.00</td>
<td>$23,141.25 ($3,500 party consultant)</td>
<td>$845,697.00</td>
<td>$23,141.25</td>
<td>$822,555.75</td>
</tr>
</tbody>
</table>

Reynolds continued work on the storage building after a delay waiting for the doors. The doors were obtained and installed, and minor finish work was completed. Project closeout documents were being processed for both the FDEP permit closeout and the Reynolds project completion. The Final Punch List walkthrough was completed with Substantial and Final Completion to follow.

Charlie Toppino & Sons, Inc. completed the well installation in March 2020 and a final punch list was developed at the end of February and has been completed. Toppino’s submitted the Well Completion Report to FDEP in March. WEC submitted the Certification of Availability of Record Drawings and O&M manuals to FDEP in April and closed out the FDEP permit. Certification of Final Completion for Toppino’s has been issued and the project has been closed out.

The Fire Safety project award to MJ Wood was approved by the Board in November and the Notice of Intent to Award and the Notice of Award were issued. No objections to the award were received. The District sent the Agreement to MJ Wood for execution in December. Notice to proceed was issued January 16, 2020. The Pre-construction meeting was held on February 19, 2020. Submittals and plan reviews are ongoing. Currently, the Contractor has mobilized to the site and has started construction on Vacuum Station E fire detection system.

**Note:** The cost breakdown below is direct costs for construction only, engineering is not included.

<table>
<thead>
<tr>
<th>WWTP Electrical Panel Clean Agent Fire Suppression</th>
<th>$119,463.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>This component provided clean agent fire suppression for the major electrical panels at the WWTP and included additional fire detection peripherals. These are non-proprietary components and can be purchased off the shelf. The scope of work included integration of the fire alarm detection and suppression system into the existing FACP and SCADA.</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Cost</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>Fire Detection &amp; Suppression at Vacuum Pump Stations</td>
<td>$348,944.00</td>
</tr>
<tr>
<td>Fire Detection and Alarms at the House &amp; Office at Vac Station I</td>
<td>$38,368.00</td>
</tr>
<tr>
<td>Fire Detection for Main Generator at WWTP</td>
<td>$18,010.00</td>
</tr>
<tr>
<td>Install Voice Evacuation / Emergency Response Loudspeakers</td>
<td>$83,250.00</td>
</tr>
<tr>
<td>Chlorine Leak Detectors</td>
<td>$30,844.00</td>
</tr>
<tr>
<td>Fire Detection &amp; Suppression at Admin Bldg.</td>
<td>$67,353.00</td>
</tr>
<tr>
<td>Water Mist Fire Protection for Main Generator at WWTP</td>
<td>$69,387.00</td>
</tr>
<tr>
<td>Fire Walls and Barriers at Vacuum Stations A &amp; D</td>
<td>$22,490.00</td>
</tr>
</tbody>
</table>
**Upcoming Construction Projects**

<table>
<thead>
<tr>
<th>Project</th>
<th>Estimate</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solar Phase 2 &amp; 3</td>
<td>$2,484,188 - $1,911,360 (Based on bids received and options chosen)</td>
<td>The Solar Phase 2 &amp; 3 project includes the installation of solar arrays at the WWTP, on the roof of the Administration building and on the roof of the five full-size vacuum stations. The RFP was published, and two proposals were received. A Recommendation of Award to Burke Energy was brought to the Board. The other bidder, Carrick Williams, has submitted informal protests of the award to Burke. At the May 19, 2020 meeting, the Board directed staff to issue an Intent to Award to Burke Energy. District staff and WEC will investigate Value Engineering opportunities with Burk in an attempt to lower the cost of the project. The results of VE considerations will be brought to the Board should cost reductions be found.</td>
</tr>
</tbody>
</table>

**IT**

**Active IT Projects**

<table>
<thead>
<tr>
<th>Project</th>
<th>Cost</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS&amp;A Expansion of Services</td>
<td>$155,910.00</td>
<td>Staff is expanding the use of BS&amp;A Software as an alternative to the Continuing Database Service RFQ. This project was presented to the Board in June and approved in August. BS&amp;A came down in the end of October and beginning of November to make their initial on-site discovery. The Assessment portion of the project was deployed in April and is currently in use. Due to current events, the remainder of the project has been delayed. The project is expected to be completed February 2021.</td>
</tr>
<tr>
<td>Managed IT Services RFP</td>
<td>Unknown at this time</td>
<td>On April 15th this RFP was made live. There was a non-mandatory meeting on April 29th with 12 non-district attendees. The proposal opening date is Tuesday, June 2nd. The proposals will be ranked and the results and recommendations will be brought before the Board for review and approval.</td>
</tr>
</tbody>
</table>
# Customer Service

## Customer Service Call-Ins

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Terminal Issues</td>
<td>2</td>
</tr>
<tr>
<td>Approval to Proceeds</td>
<td>5</td>
</tr>
<tr>
<td>Collections</td>
<td>7</td>
</tr>
<tr>
<td>Construction</td>
<td>2</td>
</tr>
<tr>
<td>Locates</td>
<td>1</td>
</tr>
<tr>
<td>MOD Calls</td>
<td>1</td>
</tr>
<tr>
<td>Tie-Ins (Calls)</td>
<td>14</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>32</strong></td>
</tr>
</tbody>
</table>

## Number of Tie-Ins

<table>
<thead>
<tr>
<th>Month</th>
<th>Tie-Ins</th>
</tr>
</thead>
<tbody>
<tr>
<td>May-2019</td>
<td>7</td>
</tr>
<tr>
<td>Jun-2019</td>
<td>11</td>
</tr>
<tr>
<td>Jul-2019</td>
<td>9</td>
</tr>
<tr>
<td>Aug-2019</td>
<td>15</td>
</tr>
<tr>
<td>Sep-2019</td>
<td>4</td>
</tr>
<tr>
<td>Oct-2019</td>
<td>9</td>
</tr>
<tr>
<td>Nov-2019</td>
<td>7</td>
</tr>
<tr>
<td>Dec-2019</td>
<td>19</td>
</tr>
<tr>
<td>Jan-2020</td>
<td>16</td>
</tr>
<tr>
<td>Feb-2020</td>
<td>13</td>
</tr>
<tr>
<td>Mar-2020</td>
<td>4</td>
</tr>
<tr>
<td>Apr-2020</td>
<td>7</td>
</tr>
</tbody>
</table>
## Budget & Finance

### Current Debt Status

<table>
<thead>
<tr>
<th>Loan Type</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>SRF Loan – KLNC 46401P</td>
<td>$13,054,387.28</td>
</tr>
<tr>
<td>SRF Bonded Loan - KLNC 464010</td>
<td>$4,479,835.67</td>
</tr>
<tr>
<td>BB&amp;T 2013 Bond</td>
<td>$3,690,277.85</td>
</tr>
<tr>
<td>BB&amp;T 2014 Bond</td>
<td>$3,691,161.92</td>
</tr>
<tr>
<td><strong>Current Balance of all loans:</strong></td>
<td><strong>$24,915,662.72</strong></td>
</tr>
</tbody>
</table>

### Cash Flow

<table>
<thead>
<tr>
<th>Category</th>
<th>Deposits</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wastewater Billing Deposits Received</td>
<td>$542,535.40</td>
<td></td>
</tr>
<tr>
<td>Assessment Revenue Received (Non-Ad Valorem &amp; SDC Prepayments)</td>
<td>$263,053.50</td>
<td></td>
</tr>
<tr>
<td>Islamorada Revenue</td>
<td>$75,771.75</td>
<td></td>
</tr>
<tr>
<td>Interest Income</td>
<td>$12,244.39</td>
<td></td>
</tr>
<tr>
<td>District Expenditures (checks written)</td>
<td></td>
<td>$405,992.22</td>
</tr>
<tr>
<td>Payroll</td>
<td></td>
<td>$102,475.21</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$893,605.04</strong></td>
<td><strong>$508,467.43</strong></td>
</tr>
</tbody>
</table>
FKAA Wastewater Revenue Statistics

<table>
<thead>
<tr>
<th>Date</th>
<th>Number of Customers Billed</th>
<th>WW Revenue Received</th>
<th>Date</th>
<th>Number of Customers Billed</th>
<th>WW Revenue Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2018</td>
<td>9,822 Residential 8974 848 Non-Res</td>
<td>$716,326.84</td>
<td>May 2019</td>
<td>9,882 Residential 9008 874 Non-Res</td>
<td>$802,622.36</td>
</tr>
<tr>
<td>June 2018</td>
<td>9,785 Residential 8935 850 Non-Res</td>
<td>$739,474.29</td>
<td>June 2019</td>
<td>9,882 Residential 8952 868 Commercial</td>
<td>$725,547.97</td>
</tr>
<tr>
<td>July 2018</td>
<td>9,736 Residential 8888 848 Commercial</td>
<td>$725,237.60</td>
<td>July 2019</td>
<td>9,875 Residential 9005 870 Commercial</td>
<td>$777,681.98</td>
</tr>
<tr>
<td>Aug. 2018</td>
<td>9,744 Residential 8897 848 Commercial</td>
<td>762,732.81</td>
<td>Aug. 2019</td>
<td>9,895 Residential 9009 886 Commercial</td>
<td>$769,276.84</td>
</tr>
<tr>
<td>Nov. 2018</td>
<td>9,765 Residential 8917 848 Commercial</td>
<td>682,580.47</td>
<td>Nov. 2019</td>
<td>9,918 Residential 9031 887 Commercial</td>
<td>$771,021.80</td>
</tr>
<tr>
<td>March 2019</td>
<td>9,817 Residential 8946 871 Commercial</td>
<td>1,011,953.04</td>
<td>March 2020</td>
<td>9,955 Residential 9062 893 Commercial</td>
<td>$654,393.64</td>
</tr>
<tr>
<td>April 2019</td>
<td>9,811 Residential 8941 870 Commercial</td>
<td>728,062.69</td>
<td>April 2020</td>
<td>Billing Invoice not received as of 5/22/2020</td>
<td>$542,535.40</td>
</tr>
<tr>
<td><strong>Total Revenue from May 2018 through April 2019</strong></td>
<td><strong>$8,608,955.96</strong></td>
<td></td>
<td><strong>Total Revenue from May 2019 through April 2020</strong></td>
<td><strong>$8,560,039.04</strong></td>
<td></td>
</tr>
</tbody>
</table>
Meeting Date: June 2, 2020

Agenda Item Type: Information / Presentation

Sponsor: General Manager

Subject: Review of Emergency Pay Policy

Summary of Discussion:
The Board to discuss the emergency pay policy for before, during and after a storm.

Reviewed / Approved  Financial Impact  Attachments
Operations: ________  $  
Administration: ________  
Finance: ________  Funding Source:  
District Counsel: ________  
District Clerk: ________  Budgeted: N/A  
Engineering: ________  

Approved By: ___________________________  Date: 5/28/2020  
General Manager
Fiscal Year 2021 Budget Calendar (REVISED)

The revised calendar for the presentation and approval of the FY21 budget and staffing plan will be discussed.
KLWTD Fiscal Year 2021 Budget Planning Calendar

REVISED 5.20.20

2020 Board Meetings with FY21 Budget Related Agenda Items

Tuesday August 4  
Presentation of KLWTD Preliminary FY2020/2021 Budget and Staffing Plan for discussion

Tuesday September 1  
Presentation of KLWTD Proposed FY2020/2021 Budget and Budget Resolution for possible approval

Tuesday September 15  
Alternate Date for Approval of KLWTD 2020/2021 Budget and Resolution if not approved on September 1.

(must be approved by 9/15/20 Board Mtg in order to have the budget in place by 10/1/20)
Vehicle Purchase

Staff recommends authorization to purchase one service vehicle.

The vehicle is a 2020 Chevy Silverado 1500HD Double Cab that will be used as an additional service truck. The cost of the vehicle will not exceed $22,788.00.

Financial Impact:
- $22,788.00

Attachments:
1. Alan Jay Quote
2. Vehicle Price Sheet by Chevrolet

Approved By: _______________________________ Date: 5/28/2020
## QUICK QUOTE SHEET

**REQUESTING AGENCY:** KEY LARGO WASTE WATER AUTHORITY  
**CONTACT PERSON:** RYAN DEMPSEY  
**PHONE:** 305-798-2203  
**EMAIL:** RYAND@KLWTD.COM

**SOURCEWELL (FORMERLY NJPA) CONTRACT # 2020-120716 NAF**

<table>
<thead>
<tr>
<th>MODEL</th>
<th>MSRP</th>
<th>CUSTOMER ID</th>
<th>NJPA PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC10753</td>
<td>$32,200.00</td>
<td>6.5</td>
<td>$21,421.00</td>
</tr>
</tbody>
</table>

**FACTORY OPTIONS**

- **GAZ H2G**: EXTERIOR COLOR SUMMIT WHITE WITH JET BLACK VINYL INTERIOR.  
- **LV3 MYC**: 4.3L ECOTEC V6 WITH 6-SPD AUTO TRANS.  
- **8S3**: FACTORY BACK UP ALARM.  
- **Z82**: FACTORY BACK UP CAMERA(STD).  
- **BUC**: FACTORY BACK UP ALARM.  
- **FACTORY OPTIONS**: $527.00

**CONTRACT OPTIONS**

- **NEW-TAG**: New CITY tag includes temp tag & two way overnight shipping for signature.  
- **FS-4LED**: Federal Signal 4-Corner LED System. LED’s will be mounted in headlamps and tail lamps where possible, alternate mounting locations may be substituted. (WHITE)  
- **EWD**: EXTENDED WARRANTY DECLINED.  
- **CONTRACT OPTIONS**: $840.00

**TOTAL COST LESS TRADE IN(S)**  

| QTY | $22,788.00 |

**TOTAL COST**  

| $22,788.00 |

**TRADE IN**  

| YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~ |

**Estimated Annual payments for 60 months paid in advance:** $5,103.57

Municipal finance for any essential use vehicle, requires lender approval, WAC.

**Comments**

*CHRISTY SELF*  
**GOVERNMENT ACCOUNT MANAGER**  
**christy.self@AlanJay.com**

*I Want to be Your Fleet Provider*

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time. I am always happy to be of assistance.
Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck

Note: Photo may not represent exact vehicle or selected equipment.
Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck

Window Sticker

**SUMMARY**

[Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck  
MSRP: $32,200.00

Interior: Jet Black, Vinyl seat trim
Exterior 1: Summit White
Exterior 2: No color has been selected.
Engine, 4.3L EcoTec3 V6
Transmission, 6-speed automatic, electronically controlled

**OPTIONS**

<table>
<thead>
<tr>
<th>CODE</th>
<th>MODEL</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC10753</td>
<td>[Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147&quot; Work Truck</td>
<td>$32,200.00</td>
</tr>
</tbody>
</table>

**OPTIONS**

- 1WT Work Truck Preferred Equipment Group $0.00
- 8S3 Back-up alarm, 97 decibels $138.00
- A52 Seats, front 40/20/40 split-bench $0.00
- C5U GVWR, 6800 lbs. (3084 kg) $0.00
- CTT Hitch Guidance Inc. $0.00
- FE9 Emissions, Federal requirements $0.00
- GAZ Summit White $0.00
- GU6 Rear axle, 3.42 ratio $0.00
- H2G Jet Black, Vinyl seat trim $0.00
- IOR Audio system, Chevrolet Infotainment 3 system $0.00
- LV3 Engine, 4.3L EcoTec3 V6 $0.00
- MYC Transmission, 6-speed automatic, electronically controlled $0.00
- QBN Tires, 255/70R17 all-season, blackwall $0.00
- QBR Tire, spare 255/70R17 all-season, blackwall $0.00
- R9Y Fleet Free Maintenance Credit ($45.00) $0.00
- RD6 Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel $0.00
- VK3 License plate kit, front $0.00

---

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 11060. Data Updated: May 25, 2020 9:45:00 PM PDT.
Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>VQ2</td>
<td>Fleet Processing Option</td>
<td>$0.00</td>
</tr>
<tr>
<td>Z82</td>
<td>Trailering Package</td>
<td>$395.00</td>
</tr>
<tr>
<td></td>
<td>Option/package discount</td>
<td>($2,000.00)</td>
</tr>
</tbody>
</table>

**SUBTOTAL** $30,688.00

Adjustments Total $0.00

Destination Charge $1,595.00

**TOTAL PRICE** $32,283.00

**FUEL ECONOMY**

Est City: 16 MPG

Est Highway: 21 MPG

Est Highway Cruising Range: 504.00 mi
Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147” Work Truck

### Standard Equipment

#### Mechanical

- Durabed, pickup bed
- Engine, 4.3L EcoTec3 V6 with Active Fuel Management, (285 hp [212 kW] @ 5300 rpm, 305 lb-ft of torque [413 Nm] @ 3900 rpm) (STD)
- Transmission, 6-speed automatic, electronically controlled (STD)
- Rear axle, 3.42 ratio
- GVWR, 6800 lbs. (3084 kg) (STD) (Requires 2WD model with (LV3) 4.3L EcoTec3 V6 engine or (L3B) 2.7L Turbo engine or Double Cab or Regular Cab 2WD model and (L82) 5.3L EcoTec3 V8 engine.)
- Rear wheel drive
- Cooling, external engine oil cooler (Not available with (L3B) 2.7L Turbo engine.)
- Battery, heavy-duty 730 cold-cranking amps/70 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (LV3) 4.3L EcoTec3 V6 engine.)
- Alternator, 170 amps
- Frame, fully-boxed, hydroformed front section
- Steering, Electric Power Steering (EPS) assist, rack-and-pinion
- Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
- Brake lining wear indicator
- Capless Fuel Fill
- Exhaust, single outlet

#### Exterior

- Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)
- Tires, 255/70R17 all-season, blackwall (STD)
- Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)
- Tire carrier lock, keyed cylinder lock that utilizes same key as ignition and door
- Bumpers, front, Black (semi-gloss)
- Bumpers, rear, Black (semi-gloss)
- CornerStep, rear bumper
- Cargo tie downs (12), fixed rated at 500 lbs per corner
- Grille (Black bars and mesh inserts.)
- Headlamps, halogen reflector with halogen Daytime Running Lamps

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Data Version: 11060. Data Updated: May 25, 2020 9:45:00 PM PDT.
Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck

| Exterior | Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel |
|          | Taillamps, with incandescent tail, stop and reverse lights |
|          | Mirrors, outside manual, Black |
|          | Glass, solar absorbing, tinted |
|          | Door handles, Black |
|          | Tailgate and bed rail protection cap, top |
|          | Tailgate, locking utilizes same key as ignition and door (Upgraded to (QT5) EZ Lift power lock and release tailgate when (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package is ordered.) |
|          | Tailgate, gate function manual, no EZ Lift |

| Entertainment | Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD) |
|              | Bluetooth for phone, connectivity to vehicle infotainment system |

| Interior | Seats, front 40/20/40 split-bench (STD) |
|          | Seat trim, Vinyl |
|          | Seat adjuster, driver 4-way manual |
|          | Seat adjuster, passenger 4-way manual |
|          | Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Requires Crew Cab or Double Cab model.) |
|          | Floor covering, rubberized-vinyl (Not available with LPO floor liners.) |
|          | Steering wheel, urethane |
|          | Steering column, Tilt-Wheel, manual with wheel locking security feature |
|          | Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure |
|          | Driver Information Center, 3.5" diagonal monochromatic display |
|          | Exterior Temperature Display located in radio display |
|          | Rear Seat Reminder (Requires Crew Cab or Double Cab model.) |
|          | Window, power front, drivers express up/down (Standard on Crew Cab and Double Cab models.) |

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer’s input is subject to the accuracy of the input provided.
Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck

**Interior**
- Window, power front, passenger express down (Standard on Crew Cab and Double Cab models.)
- Windows, power rear, express down (Not available with Regular Cab models.)
- Door locks, power (Standard on Crew Cab and Double Cab models.)
- Power outlet, front auxiliary, 12-volt
- USB port, located on instrument panel
- Air conditioning, single-zone
- Air vents, rear, heating/cooling (Not available on Regular Cab models.)
- Mirror, inside rearview, manual tilt
- Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

**Safety-Mechanical**
- StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

**Safety-Exterior**
- Daytime Running Lamps with automatic exterior lamp control

**Safety-Interior**
- Airbags, dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Rear Vision Camera
- Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
- Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

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Data Version: 11060. Data Updated: May 25, 2020 9:45:00 PM PDT.
Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10753) 2WD Double Cab 147" Work Truck

WARRANTY

Warranty Note: <<< Preliminary 2020 Warranty Note >>>
Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Corrosion Years (Rust-Through): 6
Corrosion Years: 3
Corrosion Miles/km (Rust-Through): 100,000
Corrosion Miles/km: 36,000
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000
Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Maintenance Note: 1 Year/1 Visit

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available.

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Data Version: 11060. Data Updated: May 25, 2020 9:45:00 PM PDT.
## 2020 SILVERADO 1500
2WD Double Cab, Standard Bed WT

**Net Price**: $27,495

### VEHICLE DETAILS
**Standard Vehicle Price**: $32,400

#### Selected Colors
- **(GAZ) Summit White**: $0
- **(H2G) Jet Black, Vinyl seat trim**: $0

#### Selected Options (9)
- **(C5U) 6,800 lbs. GVWR**: $0
- **(GU6) 3.42 rear axle ratio**: $0
- **(LV3) 4.3L EcoTec3 V6 engine**
  - Standard
- **(MYC) 6-speed automatic transmission**
  - Standard
- **(QBN) 17" 255/70R17 all-season, blackwall tires**: $0
- **(QBR) 17" 255/70R17 all-season, blackwall spare tire**: $0

*† Selected Colors $0
Selected Options (9) $0*

https://www.chevrolet.com/trucks/silverado/1500/build-and-price/summary
(RD6) 17" Ultra Silver painted steel wheels
Standard

(A52) 40/20/40 split-bench front seat
Standard

(IOR) Chevrolet Infotainment 3 System with color touchscreen
Standard

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## Standard Features

### Mechanical

- Durabed
  - Roll-formed high-strength steel
- 4.3L EcoTec3 V6 engine
  - 285 hp [212 kW] @ 5300 rpm
  - 305 lb-ft of torque [413 Nm] @ 3900 rpm
  - Active Fuel Management™ technology
  - Paired with a 6-speed automatic transmission
- 6-speed automatic transmission
  - Electronically controlled with overdrive
  - Tow/Haul mode
    - Raises transmission upshift points to provide more power to accelerate with a trailer or heavy load
    - Raises downshift points to use engine compression to help slow the truck instead of merely braking
  - Powertrain Grade Braking
    - Automatically uses the engine and transmission to slow the truck to maintain desired speeds when driving downhill
    - Reduces brake wear and increases vehicle control
  - Cruise Grade Braking
    - Downshifts automatically to slow the truck as it drives downhill if it exceeds the cruise set speed by a certain amount
    - May require additional optional equipment
- 3.42 rear axle ratio
- May require additional optional equipment
- 6,800 lbs. GVWR
  - When properly equipped; includes weight of vehicle, passengers, cargo and equipment
  - May require additional optional equipment
- Rear wheel drive
- External engine oil cooler
  - Heavy-duty air-to-oil cooler
− Helps prevent possible engine oil breakdown under heavy loads
• Battery, heavy-duty 730 cold-cranking amps/70 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (LV3) 4.3L EcoTec3 V6 engine.)
• 170-amp alternator
• May require additional optional equipment
• Fully boxed frame
  − Hydroformed front section
  − High-strength steel
• Steering, Electric Power Steering (EPS) assist, rack-and-pinion
• 4-wheel antilock disc brakes
  − Help reduce wheel lockup and maintain steering control during hard braking on most slippery surfaces
  − Duralife brake rotors have better resistance to corrosion to increase rotor life, minimize brake pulsation, and improve aesthetic appearance
  − Brake system features a corrosion-fighting process called "Ferritic Nitro Carburizing" which can double rotor life expectancy and reduce or minimize rust
• Brake pad wear indicator
• Capless Fuel Fill
• Single-outlet exhaust
  − Aluminized stainless-steel muffler and tailpipe
  − May require additional optional equipment

**Interior**
• Chevrolet Infotainment 3 System with color touchscreen
  − AM/FM stereo
  − 7" diagonal color touchscreen\(^1\) on WT, Custom and Custom Trail Boss
  − 8" diagonal color touchscreen\(^2\) on LT, RST and LT Trail Boss
  − Bluetooth\(^3\) audio streaming for 2 active devices for compatible phones
  − Voice command pass-through to phone for compatible phones
  − Apple CarPlay\(^4\) capability for compatible phones\(^5\)
  − Android Auto\(^6\) capability for compatible phone\(^7\)

1 Functionality varies by model. Full functionality requires compatible Bluetooth\(^1\) and smartphone, and USB connectivity for some devices.
2 Go to [my.chevrolet.com/learnAbout/bluetooth](http://my.chevrolet.com/learnAbout/bluetooth) to find out which phones are compatible with the vehicle.
3 Vehicle user interface is a product of Apple and its terms and privacy statements apply. Requires compatible iPhone and data plan rates apply. Apple CarPlay is a trademark of Apple Inc. Siri, iPhone and iTunes are trademarks for Apple Inc, registered in the U.S. and other countries.
4 Vehicle user interface is a product of Google and its terms and privacy statements apply. Requires the Android Auto app on Google Play and an Android compatible smartphone running Android\(^8\) 5.0 or higher. Data plan rates apply. Android Auto is a trademark of Google LLC.
• 6-speaker audio system
  − Speakers are positioned throughout the cabin for outstanding sound quality and an enjoyable listening experience
• Bluetooth for phone, connectivity to vehicle infotainment system
• 40/20/40 split-bench front seat
  − Seating for up to 3
  − Seat trim, Vinyl
• 4-way manual driver seat
• 4-way manual front passenger seat
• 60/40 split-folding rear bench seat
  − Includes child seat top tether anchor
  − Can fold one or both sides up
• Rubberized vinyl floor covering
  − Provides good traction and convenient cleanup
• Steering wheel
  − Manual tilt steering column
  − Allows the steering wheel to be manually adjusted up or down
  − Provides extra comfort when entering or exiting the vehicle
  − Locking security feature
• Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
• 3.5" diagonal monochromatic Driver Information Center
• Exterior Temperature Display located in radio display
• Rear Seat Reminder (Requires Crew Cab or Double Cab model.)
• Power windows
  – Driver with express-up/down
• Power windows
  – Front passenger with express down
  – May require additional optional equipment
• Power windows with rear express-down
  – May require additional optional equipment
• Power door locks
  – Programmable
  – Allows you to lock and unlock doors easily whether it’s from the driver or front passenger seat or from outside using the key fob
• 12-volt auxiliary front power outlet
  – May require additional optional equipment
• USB port
  – Plug in your smartphone, MP3 player or flash drive\(^1\)
  – Allows you to enjoy listening to audio files through the vehicle’s audio system\(^1\)
  – Dash mounted
\(^1\) Not compatible with all devices.
• Single-zone climate control
  – Maintains a selected temperature
  – Manual
• Rear air vents
  – Provides cabin comfort for rear occupants
• Inside rearview manual day/night mirror
  – Adjust the tilt of the mirror to help reduce glare during nighttime driving
• Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

**Exterior**
• 17” Ultra Silver painted steel wheels
• 17” 255/70R17 all-season, blackwall tires
• 17” 255/70R17 all-season, blackwall spare tire
• Spare tire carrier lock
  – Helps keep spare tire secure
  – Utilizes the same key as the door and ignition
• Black front bumper
  – Semi-gloss
• Black rear bumper
  – With integrated CornerSteps
  – Semi-gloss
• CornerStep rear bumper
  – Helps make it easier to get into and out of the pickup bed
  – Located at each end of the rear bumper
  – Textured step pads to help provide secure footing
• Cargo tie downs (12), fixed rated at 500 lbs per corner
• Grille (Black bars and mesh inserts.)
• Headlamps, halogen reflector with halogen Daytime Running Lamps
• Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel
• Taillamps
  – Incandescent tail, stop and turn signal lights
• Black manual outside mirrors
  – Manual folding
• Solar-absorbing glass
  – Helps minimize the effects of solar rays entering the cabin
  – Assists in maintaining a more comfortable interior temperature
• Black door handles
• Tailgate and bed rail protection cap, top
Locking tailgate
- Tailgate locks and unlocks with the same key as the ignition and door
- Standard tailgate

Safety
- StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist
- Daytime Running Lamps
  - Includes automatic exterior lamp control
- 6 airbags
  - Dual-stage frontal airbags for driver and front outboard passenger
  - Seat-mounted side-impact airbags for driver and front outboard passenger
  - Head-curtain airbags for outboard seating positions
  - Includes front outboard Passenger Sensing System for frontal outboard passenger airbag and illuminates a status light that indicates whether the airbag is on or off
  \(^1\) Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.
- Rear Vision Camera
  - When in Reverse at low speeds, provides you a view of the scene directly behind the vehicle on the Infotainment screen to help you park and avoid nearby objects
  - Dynamic guidelines laid over the display image assist in parking maneuvers by showing the vehicle's path
  - Tailgate must be in the raised position for the Rear Vision Camera to operate properly
  \(^1\) Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.
- Teen Driver
  - This configurable feature lets you activate customizable vehicle settings associated with a key fob to help encourage better driving behavior
  - It can limit certain vehicle features, and automatically turns on certain safety systems if vehicle is equipped
  - An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
  \(^1\) Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.
- Tire Pressure Monitoring System
  - Monitors the pressure in each tire and alerts you if there is a low-pressure condition in one or more of the tires
  - Properly inflate tires to help optimize your vehicle's ride, handling and efficiency
  - Includes Tire Fill Alert
  \(^1\) Does not monitor spare tire.

MSRP less incentives. Tax, title, license and dealer fees extra. Residency restrictions apply. Not available with some other offers. Must take new retail delivery by 06/01/2020. See dealer for details.

MSRP excluding installation, taxes and wheel components (if applicable). Dealer prices may vary. Some accessories may require purchase of additional equipment and/or services. See dealer for details.

MSRP excludes tax, title, license, dealer fees and optional equipment. See dealer for details.
Meeting Date: June 2, 2020

Agenda Item Number: M-1

Agenda Item Type: Information / Presentation
Agenda Item Scope: Review / Discussion
Recommended Action: Action: Approval

Department: Legal
Sponsor: Nicholas Mulick

Subject: Request for Attorney-Client Closed Session to Discuss Big Chill Litigation Case No. 19-CA-175-P - Time Certain 5:00 PM

Summary of Discussion:

General Counsel Nicholas Mulick to request an attorney-client closed session regarding the matter of Fisherman’s Restaurant and Conference Center, LLC, Senor Frijoles, LLC, and Big Chill, LLC, vs. Key Largo Wastewater Treatment District, Case Number 19-CA-175-P to be held at the June 16, 2020 Board meeting at 5:00 PM. Attending are Chairman David Asdourian; Commissioners Nicolas Rodriguez, Robert Majeska, Andrew Tobin, and Susan Heim; General Manager, Peter Rosasco; General Counsel, Nicholas Mulick; and a court reporter.

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<th>Attachments</th>
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Approved By: [Signature]
Date: 5/28/2020
Meeting Date: June 2, 2020

Agenda Item Number: M-2

Agenda Item Type: Information / Presentation
Agenda Item Scope: Review / Discussion
Recommended Action: Action: Approval

Department: Legal
Sponsor: Nicholas Mulick

Subject: Interlocal Agreement between FKAA and KLWTD

Summary of Discussion:

Enter into an ILA between FKAA and the District authorizing FKAA to construct and maintain a decentralized wastewater facility at Cross Key.

Reviewed / Approved

Financial Impact

Attachments

Operations: ________
Administration: ________
Finance: ________ Funding Source:
District Counsel: ________
District Clerk: ________ Budgeted:
Engineering: ________ N/A

ILA will be provided on or before June 2nd.

Approved By: ____________________________ Date: 5/28/2020

General Manager