KEY LARGO WASTEWATER TREATMENT DISTRICT
BOARD OF COMMISSIONERS
COMMISSION MEETING AGENDA

April 1, 3:30 PM
98880 Overseas Hwy
Key Largo, FL 33037

Steve Gibbs
Andrew Tobin
Robert Majeska
Norm Higgins
David Asdourian

Chair
Vice Chair
Secretary-Treasurer
Commissioner
Commissioner

Margaret Blank
Ray Giglio
Carol Walker

General Manager
General Counsel
District Clerk

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.

A. CALL TO ORDER - PLEASE MUTE CELL PHONES

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF AGENDA WITH ANY ADDITIONS, DELETIONS, OR CONTINUANCES

E. CLOSED SESSION
To discuss a pending case with Douglas N. Higgins, Inc. to which the Key Largo Wastewater Treatment District is a party
The following persons will be in attendance at the closed session.
Robert Majeska, Commissioner
Norman Higgins, Commissioner
Andrew Tobin, Commissioner
David Asdourian, Commissioner
Stephen Gibbs, Chairman
Margaret Blank, General Manager
Ray Giglio, General Counsel, and
Tina Roberge, Court Reporter

F. PUBLIC COMMENT

G. BULK ITEMS
   1. Minutes

H. COMMISSIONER'S ITEMS
   2. Florida Keys Day in Tallahassee (Commissioner Majeska)

I. CUSTOMER SERVICE
   3. 2014 Assessment Timeline
   4. Assessment Modification Procedures
   5. RESOLUTION NO. 10-04-14
      Action
      A RESOLUTION OF THE BOARD OF COMMISSIONERS
      APPROVING THE REQUEST OF GULFSTREAM SHORES
      ASSOCIATION PROPERTY OWNERS ASSOCIATION FOR
      REMOVAL OF ONE TAX PARCEL FROM THE 2013 NON-
      AD VALOREM ASSESSMENT; AND PROVIDING FOR
      APPLICABILITY AND AN EFFECTIVE DATE.

J. ENGINEERING REPORT

K. OPERATIONS REPORT

L. FINANCIAL REPORT

M. LEGAL COUNSEL REPORT

N. GENERAL MANAGER'S REPORT

O. COMMISSIONER'S ROUNDTABLE

P. ADJOURNMENT

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."
TAB 1
KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form

Meeting Date: April 1, 2014  Agenda Item No. 1

[ ] PUBLIC HEARING  [ ] RESOLUTION

[ ] DISCUSSION  [ ] BID/RFP AWARD

[X] ACTION ITEM  [ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Mar. 18, 2014

RECOMMENDED MOTION/ACTION: The approval of minutes with any deletion, additions or corrections.

Approved by General Manager
Date: 3/24/2014

<table>
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<tr>
<th>Originating Department:</th>
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<th>[ ] Customer Service</th>
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<tr>
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<td>[ ] Operations</td>
<td>[ ] Customer Service</td>
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<tr>
<td>[ ] Finance</td>
<td></td>
<td>[ ] Operations</td>
<td>[ ] Customer Service</td>
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</table>

Advertised:
Date: 
Paper: 
[X] Not Required

Summary Explanation/Background:

Resulting Board Action:

☑ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised
MINUTES
Key Largo Wastewater Treatment District Commission
(KLWTD) Meeting

March 18, 2014
98880 OVERSEAS HWY, KEY LARGO, FL 33037

The Key Largo Wastewater Treatment District Board of Commissioners met for a Commission Meeting at 4:00 PM. Present were, Chairman Steve Gibbs, Commissioners, Andy Tobin, Norman Higgins, David Asdourian, and Robert Majeska. Also present were General Manager Margaret Blank, Chief Information Officer, Paul Christian, General Counsel, Ray Giglio, District Clerk Carol Walker, and other appropriate District Staff.

Commissioner Higgins led the Pledge of Allegiance.

APPROVAL OF AGENDA
Commissioner Tobin would like to make the Reclaimed Water item discussion only.

Motion: Commissioner Majeska made a motion to approve the agenda as amended. Commissioner Asdourian seconded the motion.

<table>
<thead>
<tr>
<th>Member</th>
<th>Yes</th>
<th>No</th>
<th>Other</th>
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<tbody>
<tr>
<td>Commissioner Higgins</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Majeska</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Tobin</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Asdourian</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairman Gibbs</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Motion passed 5 to 0

PUBLIC COMMENT
Name & Address                      Subject
N/A                                 

BULK ITEMS
Minutes of March 4, 11, and Feb. 4, 2014

Motion: Commissioner Asdourian made a motion to approve the Bulk Items. Commissioner Higgins seconded the motion.
Vote on Motion

<table>
<thead>
<tr>
<th>Member</th>
<th>Yes</th>
<th>No</th>
<th>Other</th>
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<tbody>
<tr>
<td>Commissioner Higgins</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Majeska</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Tobin</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner Asdourian</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairman Gibbs</td>
<td>X</td>
<td></td>
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</tr>
</tbody>
</table>

Motion passed 5 to 0

CUSTOMER SERVICE PRESENTATION

RESOLUTION NO. 05-03-14

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REMOVAL OF TWO TAX PARCELS FROM THE 2006 NON-AD VALOREM ASSESSMENT WHERE THE ASSESSED VALUE IS BELOW THE THRESHOLD FOR WHICH A TAX BILL IS GENERATED BY THE MONROE COUNTY TAX COLLECTOR; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 06-03-14

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REMOVAL OF THIRTEEN TAX PARCELS FROM THE 2007 NON-AD VALOREM ASSESSMENT WHERE THE ASSESSED VALUE IS BELOW THE THRESHOLD FOR WHICH A TAX BILL IS GENERATED BY THE MONROE COUNTY TAX COLLECTOR; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 07-03-14

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REMOVAL OF TWENTY-NINE TAX PARCELS FROM THE 2008 NON-AD VALOREM ASSESSMENT WHERE THE ASSESSED VALUE IS BELOW THE THRESHOLD FOR WHICH A TAX BILL IS GENERATED BY THE MONROE COUNTY TAX COLLECTOR; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 08-03-14

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REMOVAL OF TWENTY-ONE TAX PARCELS FROM THE 2009 NON-AD VALOREM ASSESSMENT WHERE THE ASSESSED VALUE IS BELOW THE THRESHOLD FOR WHICH A TAX BILL IS GENERATED BY THE MONROE COUNTY TAX COLLECTOR; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

RESOLUTION NO. 09-03-14

A RESOLUTION OF THE KEY LARGO WASTEWATER TREATMENT DISTRICT APPROVING THE REMOVAL OF TWO TAX PARCELS FROM THE 2012 NON-AD VALOREM ASSESSMENT WHERE THE ASSESSED VALUE IS BELOW THE THRESHOLD FOR WHICH A TAX BILL IS GENERATED BY THE MONROE COUNTY TAX COLLECTOR; AND PROVIDING FOR APPLICABILITY AND AN EFFECTIVE DATE.

The Board discussed the impact of taking the properties off of the assessment roles. There was also discussion on what the third Where As clause means legally.

Motion: Commissioner Tobin made a motion to approve Resolutions 05-03-14 through 09-03-14 with the change in the third Where As Clause that states

KLWTD Minutes
March 18, 2014
the property will not be served because it appears not likely to be developed. Commissioner Asdourian seconded the motion.

**Vote on Motion**

<table>
<thead>
<tr>
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<th>Yes</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Commissioner Higgins</td>
<td>X</td>
<td></td>
<td></td>
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<td>X</td>
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<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairman Gibbs</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Motion passed 5 to 0

**Motion:** Commissioner Tobin made a motion have staff send out notice to the affected owners with a copy of the resolution. Commissioner Asdourian seconded the motion.

**Vote on Motion**

<table>
<thead>
<tr>
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<th>Yes</th>
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<th>Other</th>
</tr>
</thead>
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<td>Commissioner Higgins</td>
<td>X</td>
<td></td>
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<td>X</td>
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<td>Commissioner Asdourian</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chairman Gibbs</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Motion passed 5 to 0

**ENGINEER’S REPORT**

*Reclaimed Water*

Ed Castle, Weiler Engineer reviewed the proposed work authorizations for setting up a reclaimed water system.

Commissioner Tobin stated that he does not like the proposed plan because of the low rate of return for the investment. He would like to see a direct debt pay down with the funds instead.

Commissioner Asdourian feels that the District would be ahead with the reuse program because he feels that in the future there will be a mandate for reuse.

Commissioner Majeska thinks that the District should wait to see if the District gets any monies for debt pay down and if not then go forward with new projects.

The Board directed Weiler Engineering to give the Board an in-site report on the potential best viable reuse usage; the best return for the least investment. The Board set a limit of $5,000 for the limited project.
OPERATION'S REPORT
Update of Vacuum Pit Monitoring

Dan Saus reported on the High Tide and the Australian Flow Vac Company and their systems for monitoring the vacuum pits. He will be bringing back a report on the proposals when he gets the numbers and has the results of the trial demonstrations.

FINANCIAL REPORT
Revenue and Expenditure Report
Connie Fazio presented the report.

PRMG Rate Study
Ms. Blank reported on the need for the study and the work it will involve.

The Board directed Ms. Blank to ask PRGM for a lower rate.

LEGAL REPORT
District General Counsel Ray Giglio asked the Board for a Closed Session on April 1, 2014.

The Board directed the Clerk to change the April 1st meeting time to 3:30 and to advertise for a Closed Session at 3:30 on April 1, 2014 to discuss the D.N. Higgins, Inc. law suit.

ADJOURNMENT
The KLWTD Board adjourned the Board Meeting at 5:52 PM.

The KLWTD meeting minutes of March 18, 2014 were approved on April 1, 2014.

__________________________________________
Chairman Gibbs

__________________________________________
Carol Walker, CMC District Clerk
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: April 1, 2014

Agenda Item No. 2

[ ] PUBLIC HEARING
[ ] RESOLUTION
[ ] DISCUSSION
[ ] BID/RFP AWARD
[ ] ACTION ITEM
[ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Florida Keys Day in Tallahassee

RECOMMENDED MOTION/ACTION:

Approved by General Manager
Date: 3/31/2014

Originating Department: Commissioner Tobin

Costs: $0

Funding Source:

Attachments: Flyer

Department Review:

| [] District Counsel | [ ] Engineering |
| [] General Manager | [ ] Clerk |
| [] Finance | [Operations] |

Advertised:

Date: 

Paper: 

[X] Not Required

Summary Explanation/Background: Commissioner Majeska will give a verbal report.

Resulting Board Action:
TAB 3
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: April 1, 2014

[ ] PUBLIC HEARING
[X] DISCUSSION
[ ] GENERAL APPROVAL OF ITEM
[ ] Other:

SUBJECT: 2014 Assessment Timeline

RECOMMENDED MOTION/ACTION: Approval of Staff Recommendation

Approved by General Manager

[ ] RESOLUTION
[ ] BID/RFP AWARD
[ ] CONSENT AGENDA

Agenda Item No. 3

Originating Department:

Costs:

Department Review:

[ ] District Counsel
[X] General Manager
[ ] Finance

[ ] Engineering
[ ] Clerk
[X] Customer Service

Attachments:

2014 Assessment Timeline

Advertised:

Date: ________________

Paper: ________________

[X] Not Required

Summary Explanation/Background:

Staff will present the 2014 Assessment Timeline.

Resulting Board Action:

☑ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised

Prepared: 03/07/2012
### 2014 Assessment Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Resolution to use Uniform Method of Collecting Non-Ad Valorem Assessments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>November 7, 2013</td>
<td>Notice must be published four consecutive weeks before public hearing.</td>
<td>Completed</td>
</tr>
<tr>
<td>December 3, 2013</td>
<td>Board approved Resolution 38-12-13 stating the District's intent to use the uniform method of collecting Non-Ad Valorem special assessments.</td>
<td>Completed</td>
</tr>
<tr>
<td>December 11, 2013</td>
<td>Resolution mailed to Monroe County Property Appraiser (&quot;MCPA&quot;), Monroe County Tax Collector (&quot;MCTC&quot;) and Department of Revenue.</td>
<td>Completed</td>
</tr>
<tr>
<td><strong>2014 Preliminary Assessment Resolution</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 30, 2014</td>
<td>Submit ad to newspaper the Friday before publication for public hearing is to appear in newspaper.</td>
<td></td>
</tr>
<tr>
<td>May 6, 2014</td>
<td>Board to review 2014 Preliminary Assessment Resolution.</td>
<td></td>
</tr>
<tr>
<td>May 14, 2014</td>
<td>Notice must be published 20 days before public hearing. Letters must be mailed to owners of affected parcels.</td>
<td></td>
</tr>
<tr>
<td>June 3, 2014</td>
<td>Board to approve 2014 Preliminary Assessment Resolution.</td>
<td></td>
</tr>
<tr>
<td><strong>Public Hearing for Final Assessment Resolution and Increased Assessments</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>July 3, 2014</td>
<td>Submit ad to newspaper the Friday before publication for public hearing is to appear in newspaper.</td>
<td></td>
</tr>
<tr>
<td>July 16, 2014</td>
<td>Notice must be published 20 days before public hearing. Letters must be mailed to owners of affected parcels.</td>
<td></td>
</tr>
<tr>
<td>August 5, 2014</td>
<td>Board to approve increasing assessments and 2014 Final Assessment Resolution.</td>
<td></td>
</tr>
<tr>
<td><strong>Tax Roll to GSG</strong></td>
<td></td>
<td></td>
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<tr>
<td>August 25, 2014</td>
<td>District provides tax roll to GSG. GSG compares tax roll to MCPA's data. GSG then provides the District with a preliminary assessment roll and exceptions.</td>
<td></td>
</tr>
<tr>
<td>September 9, 2014</td>
<td>GSG submits assessment roll to MCTC and confirms accuracy. GSG reports results to the District.</td>
<td></td>
</tr>
<tr>
<td>September 15, 2014</td>
<td>District must certify a Non-Ad Valorem Assessment and submit to the MCTC.</td>
<td></td>
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connecting is an improvement in environmental balance
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: April 1, 2014

Agenda Item No. 4

- PUBLIC HEARING
- RESOLUTION
- DISCUSSION
- BID/RFP AWARD
- GENERAL APPROVAL OF ITEM
- CONSENT AGENDA
- Other:

SUBJECT: Assessment Modification Procedures.

RECOMMENDED MOTION/ACTION: Approval of Staff Recommendation

Approved by General Manager: [Signature]

Date: 3/28/2014

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<tr>
<td>[ ] District Counsel</td>
<td>[ ] Engineering</td>
<td>[ ] Not Required</td>
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<tr>
<td>[ ] General Manager</td>
<td>[ ] Clerk</td>
<td></td>
</tr>
<tr>
<td>[ ] Finance</td>
<td>[ ] Customer Service</td>
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</table>

Summary Explanation/Background:

Staff will present current procedures for the various assessment modification categories for Board review.

Resulting Board Action:
- [ ] Approved
- [ ] Tabled
- [ ] Disapproved
- [ ] Recommendation Revised

Prepared: 03/07/2012
# Summary of Assessment Modification Procedures

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Authority</th>
<th>Example</th>
<th>Initiated Adjustments</th>
<th>Decreased Adjustments</th>
<th>Increased Adjustments</th>
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<tr>
<td><strong>Change of Use:</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>Res 25-08-13, 4.09(b)(1)</td>
<td>Land goes from Residential to Comm</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
</tr>
<tr>
<td>Business</td>
<td>Res 25-08-13, 4.09(b)(2)</td>
<td>Boat yard to restaurant</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
</tr>
<tr>
<td>Dwelling</td>
<td>Res 25-08-13, 4.09(b)(3)</td>
<td>Residential Multi-family to Single family</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
</tr>
<tr>
<td><strong>Pattern Of Usage Change</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Res 25-08-13, 4.09(b)(4)</td>
<td>Customer conservation efforts reduces water usage</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
</tr>
<tr>
<td><strong>Installation Of Irrigation Meter</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Res 25-08-13, 4.09(b)(5)</td>
<td></td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Waiver - Vacant Adjacent Lot</strong></td>
<td>Rules Section 9.02(2)(j)</td>
<td>Serviced parcel has adjacent vacant lot</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Exemption for Tier 1 Vacant Residential</strong></td>
<td>Rules Section 9.02(2)(iii)</td>
<td>Initiated by Monroe County</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>NA</td>
</tr>
<tr>
<td><strong>New AK (MCPA Lot subdivision)</strong></td>
<td>Res 25-08-13, 4.07(a)</td>
<td>Annual audit of AKs shows subdivided lot</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Deleted AK (MCPA Lot Aggregation)</strong></td>
<td>Res 25-08-13, 4.07(b)</td>
<td>Annual audit of AKs shows merged lots</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Assessment Error</strong></td>
<td>Res 25-08-13, 4.08</td>
<td>Erroneously assessed parcels</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>NA</td>
</tr>
<tr>
<td><strong>Moved Connection</strong></td>
<td>Case by case</td>
<td>Parcel owner asks for connection move</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>Actual cost of move invoiced</td>
</tr>
<tr>
<td><strong>Added Connection</strong></td>
<td>Res 25-08-13, 4.03</td>
<td>Parcel owners ask for additional connection</td>
<td>✓ ✓</td>
<td>✓ ✓</td>
<td>Additional connection cost(s) per resolution.</td>
</tr>
</tbody>
</table>

Notes:

* Res 25-08-13 dated August 6, 2013 is the 2013 Final Assessment Resolution
* Res 06-03-13 dated March 19, 2013 is the Assessment Waivers for Tax Parcel Purchased by the Monroe County Land Authority for Conservation Purposes
* "Rules" means the KLWTD General Rules and Regulations last amended June 18, 2013
* Changes in EDU / Assessment are reviewed automatically annual for two additional years after Board determination of review
KEY LARGO WASTEWATER TREATMENT DISTRICT
Agenda Request Form

Meeting Date: April 1, 2014

Agenda Item No. 5

[X] PUBLIC HEARING

[X] RESOLUTION

[ ] DISCUSSION

[ ] BID/RFP AWARD

[X] GENERAL APPROVAL OF ITEM

[ ] CONSENT AGENDA

[ ] Other:

SUBJECT: Exemption of Tier 1 Parcel – Gulfstream Shores – AK#1693031

RECOMMENDED MOTION/ACTION: Approval of Staff Recommendation

Approved by General Manager Date: 3/25/2014

<table>
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<tr>
<th>Originating Department:</th>
<th>Costs: $5,700</th>
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<tr>
<td>[ ] District Counsel</td>
<td>1. Resolution 10-04-14</td>
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<tr>
<td>[x] General Manager</td>
<td>2. Exemption Form</td>
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<td>[ ] Finance</td>
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<tr>
<th>Advertised:</th>
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<tbody>
<tr>
<td>Date: _________________</td>
</tr>
<tr>
<td>Paper: ________________</td>
</tr>
<tr>
<td>[x] Not Required</td>
</tr>
</tbody>
</table>

Summary Explanation/Background:

Staff recommendation is for Board approval of exemption of vacant tier 1 parcel per the KLWTD Rules and Regulations (9.02)(2)(iii).

- Parcel was assessed in 2013

- Vacant homeowners park / boat ramp

Resulting Board Action:

☐ Approved  ☐ Tabled  ☐ Disapproved  ☐ Recommendation Revised

KLWTD Form F-3
Prepared: 03/07/2012
RESOLUTION NO. 10-04-14
A RESOLUTION OF THE BOARD OF COMMISSIONERS
APPROVING THE REQUEST OF GULFSTREAM SHORES
ASSOCIATION PROPERTY OWNERS ASSOCIATION
FOR REMOVAL OF ONE TAX PARCEL FROM THE 2013
NON-AD VALOREM ASSESSMENT; AND PROVIDING
FOR APPLICABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Key Largo Wastewater Treatment District has determined the
parcel described in Section 1 is designated as Tier 1 by Monroe County and not
buildable per KLWTD Engineering due to lack of accessibility, making it eligible
for exemption,

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

The lot designated in Section 1 below be and is excluded from the Key Largo Wastewater
Treatment District 2013 Non Ad-Valorem Assessment.

Section 1.
PARCEL ID: 00565940-000000
AK NO. 1693031
PARCEL DESCRIPTION: GULFSTREAM SHORES KEY LARGO PB3-61 TR A
OR434-621-622

Section 2. APPLICABILITY AND EFFECTIVE DATE.
This resolution shall take effect upon adoption by the Board of Commissioners.

RESOLVED AND ADOPTED THIS 1ST DAY OF APRIL 2014
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:

Chairman Gibbs    AYE   NAY
Commissioner Majeska
Commissioner Tobin
Commissioner Higgins
Commissioner Asdourian

The Chairman thereupon declared Resolution No. 10-04-14 duly passed and adopted the 1st day of April, 2014.

KEY LARGO WASTEWATER TREATMENT DISTRICT

BY: _______________________
Chairman Gibbs

ATTEST: _______________________
Approved to as to form and legal sufficiency
Carol Walker, District Clerk

SEAL
Key Largo Wastewater Treatment District
98880 Overseas Highway
PO Box 491
Key Largo, FL 33037

Phone: 305-451-4019
Fax: 305-453-5807

February 19, 2014

AK# 1693031

GULFSTREAM SHORES
C/O BEACH MICHELE
99611 OVERSEAS HWY UNIT 186
KEY LARGO, FL 33037-4344

Re: Request for Exemption

Dear Property Owner:

In response to your request for exemption for the above referenced property and in accordance with Section 4.06 of KLWTD Resolution No. 25-08-13, the District has reviewed your request and has determined that this property is eligible to be excluded from the wastewater assessment roll. To exercise this exemption, please complete the attached form, have it notarized and return it to the District at the address provided above.

If you exercise this exemption and you or a subsequent owner later choose to obtain District wastewater services, the owner of this tax parcel will be required to pay the assessment on this property, which could be substantially greater than the amount of the original assessment.

Upon receipt of the completed attached documentation, your request will be reviewed and, if complete, placed on a Key Largo Wastewater Treatment District (the “District”) Board of Commissioners meeting agenda for Board approval. Please contact the District Clerk at 305-451-4019 ext 205 or email carol.walker@klwtd.com for confirmation of the meeting date. If any refund of assessment be due, the District will issue a check for all principal paid to the parcel owner of record as recorded with the Monroe County Property Appraiser at the time of Board approval. The District will not refund any amounts charged by the Monroe County Tax Collector for collecting the assessment for years in which any portion of the assessment was paid as part of the real property tax bill.

Sincerely,

Diane Oberheu
Assessment Coordinator
Key Largo Wastewater Treatment District

Margaret Blank
General Manager
Key Largo Wastewater Treatment District
THE UNDERSIGNED, COMPRISING ALL OF THE OWNERS OF THE TAX PARCELS LISTED IN ATTACHMENT A HAVE EXECUTED THIS EXEMPTION OF WASTEWATER SERVICE AND ACKNOWLEDGEMENT OF POTENTIAL COSTS ON THE DATES SHOWN OPPOSITE THEIR NAMES.

THE UNDERSIGNED ACKNOWLEDGE AND AGREE THAT IF THEY OR A SUBSEQUENT OWNER OF A TAX PARCEL LISTED IN ATTACHMENT "A" LATER CHOOSE TO OBTAIN DISTRICT WASTEWATER SERVICE, THE COST OF CONNECTION WILL BE SIGNIFICANTLY GREATER THAN THE AMOUNT OF THE CURRENT ASSESSMENT.

Signed, Sealed and Delivered in the presence of these Witnesses (one of whom may be the Notary):

Print: Elizabeth C. Henderson  
Owner or Co-Owner

Sign: __________________________________________
Owner or Co-Owner

Sign: __________________________________________
Witness

Print: __________________________________________
Owner or Co-Owner

Sign: __________________________________________
Owner or Co-Owner

Sign: __________________________________________
Witness

STATE OF Florida

COUNTY OF Monroe

The foregoing instrument was acknowledged before me this 3/5/14 (date), by Elizabeth Henderson (name(s)), who is personally known to me or who has produced DL (type of identification) as identification.

WENDY L. COFFMAN  
Notary Public - State of Florida  
My Comm. Expires Sep 10, 2016  
Commission # EE 833770

(Notary Seal)

connecting is an improvement in environmental balance

KLWTI/D Form F-12  
Revised: 06/06/2013
ATTACHMENT A

Excluded Parcels

Excluded Parcel:
Alternate Key Number: 1693031
RE Number: 00565940-000000
Physical Location: VACANT LAND KEY LARGO
Legal Description: GULFSTREAM SHORES KEY LARGO PB3-61 TR A
OR434-621-622
KEY LARGO WASTEWATER TREATMENT DISTRICT

Agenda Request Form

Meeting Date: April 1, 2014

[ ] PUBLIC HEARING
[X] DISCUSSION
[ ] ACTION ITEM
[ ] Other:

SUBJECT: Washington D.C. Trip

RECOMMENDED MOTION/ACTION:

Approved by General Manager
Date: 3/28/2014

Originating Department:
General Manager

Costs: $
Funding Source:

Department Review:
[ ] District Counsel
[] General Manager
[ ] Finance

[] Engineering
[] Clerk
[Operations]

Advertised:
Date: __________
Paper: __________
[X] Not Required

Summary Explanation/Background: The General Manager will update the Board on the D.C. trip.

Resulting Board Action:

☐ Approved ☐ Tabled ☐ Disapproved ☐ Recommendation Revised